

PORTSMOUTH WATER AND FIRE DISTRICT
1944 East Main Road, Portsmouth, Rhode Island
401-683-2090
ADMINISTRATIVE BOARD MEETING
AGENDA

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September 16, 2019

7:00PM

1. OPENING BY CHAIRMAN AND ROLL CALL
2. GUESTS
 - A. Rico DeGregorio, Seaspray Estates Subdivision, Re: Water Main Extension - Update
3. CORRESPONDENCE
 - A. Email from Anna Jones, 49 Independence Ct, re: M. Hebert's Knowledge and Professionalism
4. MINUTES OF MEETINGS
 - A. Approve Administrative Board Meeting Minutes of August 20, 2019
 - B. Approve Administrative Board Executive Meeting Minutes of August 20, 2019
5. NEW BUSINESS
 - A. Approve Payment of Bills Listed
 - B. Approve Transfer of Funds
 - C. Approve Interim Payments
 - D. Budget to Actual
 - E. Summary of Bank Accounts
 - F. Water Accounts Receivable Analysis
 - G. Tax Accounts Receivable Analysis
 - H. Sundries Accounts Receivable Analysis
 - I. Cash Flow Summary
 - J. Financial Statements
 - K. Approve the Electronic Payment for 2002 Bond Interest in the amount of \$7,918.13
 - L. Schedule Administrative Subcommittee – Audit Review
6. REPORT FROM GENERAL MANAGER
 - A. Water Service Application Approvals
 - B. Demand Report
 - C. Operations Report
 - D. Union Street Pump Station Update
 - E. Water Audit FY-19
 - F. WSSMP FY-19
 - G. Adoption of Post Issuance Compliance Procedures
 - H. Hurricane Plan – Informational
 - I. Flushing Update
 - J. AMI Update

CONTINUED

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K. Request to Move November Meeting- Proposed Date Monday, November 25, 2019

L. Sakonnet River Pipeline Study

7. REPORT FROM LEGAL COUNSEL

8. EXECUTIVE SESSION 42-46-5 (a) (1) (2)

A. Personnel: 42-46-5 (a) (1) Any persons to be discussed have been so notified and this statement shall be noted in the minutes of the meeting.

1) Correction of Part Time Clerk Payrate from 7/16/2019 meeting

B. Litigation: 42-46-5 (a) (2)

1) Middle Creek Farms, LLC – Update

2) Failed Water Meter – Customer Damage Incurred

3) Newport PUC Rate Filing

C. Vote Regarding Disclosure of Votes and Disposition

D. Adjourn Executive Session

9. RETURN TO OPEN SESSION

A. Disclosure of Executive Session Votes and Disposition of Minutes

10. ADJOURNMENT

Posted – 9/13/2019

Individuals requesting interpreter services for the hearing impaired must call 683-2090 - Portsmouth Water & Fire District or 683-0300 - Portsmouth Police TDD forty-eight hours in advance of the meeting date.