

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

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December 17, 2019
7:00 PM

1. OPENING BY CHAIRMAN AND ROLL CALL
2. CORRESPONDENCE
 - A. Certified Letter – Re: Ferreira Farms OWTS
3. MINUTES OF MEETINGS
 - A. Approve Administrative Board Meeting Minutes of November 25, 2019
 - B. Approve Administrative Board Executive Meeting Minutes of November 25, 2019
4. NEW BUSINESS
 - A. Approve Payment of Bills Listed
 - B. Budget to Actual
 - C. Summary of Bank Accounts
 - D. Water Accounts Receivable Analysis
 - E. Tax Accounts Receivable Analysis
 - F. Sundries Accounts Receivable Analysis
 - G. Cash Flow Summary
 - H. Financial Statements
 - I. Present Schedule of 2020 Administrative Board Meetings
 - J. Present Schedule of 2020 Holidays
 - K. Assign Performance Reviews to Administrative Subcommittee – P. Driscoll
5. REPORT FROM GENERAL MANAGER
 - A. Water Service Application Approvals
 - B. Demand Report
 - C. Operations Report
 - D. Water Quality
 - E. Union Street Pump Station Update
 - F. Sakonnet River Pipeline Study
 - G. AMI Update
 - H. Banking Update
 - I. Request Holiday Closing

CONTINUED

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6. REPORT FROM LEGAL COUNSEL
7. EXECUTIVE SESSION 42-46-5 (a) (2)
 - A. Litigation: 42-46-5 (a) (2)
 - 1) Middle Creek Farms, LLC – Update
 - 2) Failed Water Meter – Customer Damage Incurred
 - 3) Negotiating for the Purchase of Property
 - B. Vote Regarding Disclosure of Votes and Disposition
 - C. Adjourn Executive Session
8. RETURN TO OPEN SESSION
 - A. Disclosure of Executive Session Votes and Disposition of Minutes
9. ADJOURNMENT

Posted – 12/13/2019

**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.**