

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

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April 28, 2020
7:00PM

1. OPENING BY CHAIRMAN AND ROLL CALL
2. CORRESPONDENCE
 - A. T-mobile/Sprint Lease Information
3. MINUTES OF MEETINGS
 - A. Approve Administrative Board Meeting Minutes of March 17, 2020
 - B. Approve Administrative Board Executive Meeting Minutes of March 17, 2020
 - C. Review Special Board Meeting Minutes of April 22, 2020
4. UNFINISHED BUSINESS
 - A. Review and Approval of FY-21 Operating and Capital Budget
 - B. Approve Schedule of Rates and Charges for FY-21
5. NEW BUSINESS
 - A. Approve Payment of Bills Listed
 - B. Budget to Actual
 - C. Summary of Bank Accounts
 - D. Cash Flow Summary
 - E. Water Accounts Receivable Analysis
 - F. Tax Accounts Receivable Analysis
 - G. Sundries Accounts Receivable Analysis
 - H. Financial Statements
 - I. Drinking Water Week Proclamation and News Release
6. REPORT FROM GENERAL MANAGER
 - A. Water Service Application Approvals
 - B. Demand Report
 - C. Operations Report
 - D. AMI Infrastructure Update
 - E. Leak Detection Update
 - F. Union Street Pump Station Update
 - G. Vacation Carryover
 - H. Coronavirus Discussion – Continuity of Service
 - I. Election Discussion
 - J. NEWWA Conference Cancelation

CONTINUED

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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.
 - B. Litigation: 42-46-5 (a) (2)
 - 1) Middle Creek Farms, LLC – Update
 - 2) Failed Water Meter – Customer Damage Incurred
 - 3) Negotiating the Purchase of Property
 - 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

Join Zoom Meeting

<https://zoom.us/j/4103559226?pwd=NWpUNGhCc01ZamhJNnJUV0gzd3Jadz09>

Meeting ID: 410 355 9226

Password: PWFD

One tap mobile

+13126266799,,4103559226#,,#764269# US (Chicago)

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Dial by your location

+1 312 626 6799 US (Chicago)

+1 929 205 6099 US (New York)

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Meeting ID: 410 355 9226

Password: 764269

Posted – 4/22/2020

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.