

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

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May 19, 2020
7:00 PM

1. OPENING BY CHAIRMAN AND ROLL CALL
2. OPENING OF TAX ASSESSOR’S MEETING FOR THE PURPOSE OF CANVASSING
3. CORRESPONDENCE
 - A. Bradley Hierholzer, 87 Indian Avenue, re: Auxiliary Use
4. MINUTES OF MEETINGS
 - A. Approve Administrative Board Meeting Minutes of April 28, 2020
 - B. Approve Administrative Board Executive Meeting Minutes of April 28, 2020
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. Quarterly Fire District Reports for Period Ending 4/30/20 per RIGL 45-12-22.2
 - J. Adopted FY-21 Budget Report per RIGL 44-5-69
 - K. Annual Administrative Board Election
 - 1) Accept and Certify Nomination Papers
 - 2) Approve Ballot
 - 3) Approve News Release
6. REPORT FROM GENERAL MANAGER
 - A. Water Service Application Approvals
 - B. Demand Report
 - C. Analysis on Potential Billing issues
 - D. Operations Report
 - E. Water Quality – TTHM Update
 - F. Union Street Pump Station Update and Change Order Review
 - G. Leak Detection – Update
 - H. AMI Infrastructure Update
 - I. Insurance Renewal Update
 - J. Coronavirus Discussion – Continuity of Service

CONTINUED

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7. REPORT FROM LEGAL COUNSEL
8. 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 the Purchase of Property
 - B. Vote Regarding Disclosure of Votes and Disposition
 - C. Adjourn Executive Session
9. RETURN TO OPEN SESSION
 - A. Disclosure of Executive Session Votes and Disposition of Minutes
10. ADJOURNMENT OF TAX ASSESSORS' MEETING FOR THE PURPOSE OF CANVASSING
11. ADJOURNMENT

Join Zoom Meeting

<https://us02web.zoom.us/j/85800366511?pwd=MWpsOTE2dWEyRm9hQnlyRUNkV1p1Zz09>

Meeting ID: 858 0036 6511

Password: PWFD

One tap mobile

+19292056099,,85800366511#,,1#,464670# US (New York)

+13017158592,,85800366511#,,1#,464670# US (Germantown)

Dial by your location

+1 929 205 6099 US (New York)

+1 312 626 6799 US (Chicago)

Meeting ID: 858 0036 6511

Password: 464670

Posted – 5/14/2020

**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.**