

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

Page 1 of 2

August 18, 2020
7:00PM

1. OPENING BY CHAIRMAN AND ROLL CALL
2. CORRESPONDENCE
 - A. Letter from Nancy Howard: Re: Infrastructure Assessment RFP Request to Respond
 - B. Map 12, Lot 54, Re: Landlocked Lot
3. MINUTES OF MEETINGS
 - A. Approve Administrative Board Meeting Minutes of July 21, 2020
 - B. Approve Administrative Board Executive Meeting Minutes of July 21, 2020
4. NEW BUSINESS
 - A. Approve Payment of Bills Listed
 - B. Approve Transfer of Funds
 - C. Budget to Actual
 - D. Summary of Bank Accounts
 - E. Cash Flow Summary
 - F. Water Accounts Receivable Analysis
 - G. Tax Accounts Receivable Analysis
 - H. Sundries Accounts Receivable Analysis
 - I. Financial Statements
 - J. Quarterly Fire District Reports for Period Ending 7/31/20 per RIGL 45-12-22.2
5. REPORT FROM GENERAL MANAGER
 - A. Water Service Application Approvals
 - B. Demand Report
 - C. Operations Report
 - D. Water Quality Update
 - E. AMI Update
 - F. Union Street Pump Station Update
 - G. Audit Update
 - H. RIDOH – Sanitary Survey
 - I. Coronavirus Discussion – Continuity of Service – Update
 - J. Policy Manual Discussion
6. REPORT FROM LEGAL COUNSEL

Continued

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7. EXECUTIVE SESSION 42-46-5 (a) (1) (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
 - 4) Notice of Receivership
 - 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

Join Zoom Meeting

<https://us02web.zoom.us/j/85203625113?pwd=TkFudWZmOWJMY3dybk5Ca0hVNnMzZz09>

Meeting ID: 852 0362 5113

Passcode: PWFD

Dial by your location

+1 312 626 6799 US (Chicago)

+1 929 205 6099 US (New York)

Meeting ID: 852 0362 5113

Passcode: 326043

Posted – 8/7/2020

**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.**