

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

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September 15, 2020
7:00PM

1. OPENING BY CHAIRMAN AND ROLL CALL
2. GUESTS
 - A. Letter from Nancy Howard: Re: Infrastructure Assessment RFP Request to Respond (backup provided at August meeting)
 - B. Map 12, Lot 54, Re: Landlocked Lot – Distance and Landlocked Lot Exception
 - C. McCorrie Lane, LLC, Ferreira Farms, Re: Water Main Extension
3. CORRESPONDENCE
 - A. Message from Rhode Island Nurseries; Excellent Customer Service During Agricultural Meter Installation
4. MINUTES OF MEETINGS
 - A. Approve Administrative Board Meeting Minutes of August 18, 2020
 - B. Approve Administrative Board Executive Meeting Minutes of August 18, 2020
5. 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. Approve the Electronic Payment for 2002 Bond Interest in the Amount of \$2,690.63
 - K. Schedule Administrative Subcommittee – Audit Review
6. REPORT FROM GENERAL MANAGER
 - A. Water Service Application Approvals
 - B. Demand Report
 - C. Operations Report
 - D. AMI Update
 - E. Union Street Pump Station Update
 - F. WSSMP FY – 20
 - G. Flushing Update
 - H. Leak Detection Update

Continued

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- I. Coronavirus Discussion – Continuity of Service – Update
- J. Insurance Review

7. REPORT FROM LEGAL COUNSEL

8. 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

9. RETURN TO OPEN SESSION

- A. Disclosure of Executive Session Votes and Disposition of Minutes

10. ADJOURNMENT

Join Zoom Meeting:

<https://us02web.zoom.us/j/85227708059?pwd=R3RyNkN3QWhSV2xXdHlVR2lmRIErdz09>

Meeting ID: 852 2770 8059

Passcode: PWFD

Dial by your location

+1 312 626 6799 US (Chicago)

+1 929 205 6099 US (New York)

Posted – 9/11/2020

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.