

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

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December 15, 2020
5:00 PM

1. OPENING BY CHAIRMAN AND ROLL CALL
2. CORRESPONDENCE
 - A. Email from John Mello, Re: Thank You to Operations Staff
 - B. Note from Joe Lorenz, Re: District Taxes
3. MINUTES OF MEETINGS
 - A. Approve Administrative Board Meeting Minutes of November 17, 2020
 - B. Approve Administrative Board Executive Meeting Minutes of November 17, 2020
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 2021 Administrative Board Meetings
 - J. Present Schedule of 2021 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 Update
 - E. AMI Update
 - F. Leak Detection Update
 - G. Union Street Pump Station Update
 - H. Sakonnet River Pipeline Inspection Update
 - I. Coronavirus Discussion – Continuity of Service – Update
 - J. Staff Recognition/Holiday Closing

CONTINUED

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6. REPORT FROM LEGAL COUNSEL
7. EXECUTIVE SESSION 42-46-5 (a) (2) (7)
 - A. Litigation: 42-46-5 (a) (2)
 - 1) Middle Creek Farms, LLC – Update
 - 2) Failed Water Meter – Customer Damage Incurred
 - 3) Notice of Receivership
 - B. Negotiating the use of Public Funds: 42-46-5 (a) (7)
 - C. Vote Regarding Disclosure of Votes and Disposition
 - D. 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/82782358970?pwd=a29mTzdUZ0pKOGIwUHh3M1pxVzV2QT09>

Meeting ID: 827 8235 8970

Passcode: PWFD

Dial by your location

+1 312 626 6799 US (Chicago)

+1 929 205 6099 US (New York)

Meeting ID: 827 8235 8970

Passcode: 851404

Posted – 12/11/2020

**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.**