

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

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October 19, 2021  
7:00 PM

1. OPENING BY CHAIRMAN AND ROLL CALL
2. MINUTES OF MEETINGS
  - A. Approve Administrative Board Meeting Minutes of September 21, 2021
  - B. Approve Administrative Board Executive Meeting Minutes of September 21, 2021
3. 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. Audit Proposal
  - J. Approve Tax Resolution for FY-22 Water District Property Taxes
4. REPORT FROM GENERAL MANAGER
  - A. Water Service Application Approvals -Request Authorization for 40 Additional Pre-Approved Water Service Connections
  - B. Demand Report
  - C. Operations Report
  - D. Water Quality - Lead and Copper
  - E. AMI Update
  - F. Union Street Pump Station Update
  - G. Sakonnet River Pipeline Update
  - H. Rate Study Update
  - I. Flushing Update
  - J. Leak Detection Update
5. REPORT FROM LEGAL COUNSEL
6. EXECUTIVE SESSION 42-46-5 (a) (1) (2) (7)
  - 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.
    - 1) General Manager's Goals and Objectives

*CONTINUED*

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- B. Litigation: 42-46-5 (a) (2)
    - 1) Failed Water Meter – Customer Damage Incurred
  - C. Negotiating the use of Public Funds: 42-46-5 (a) (7)
    - 1) Negotiating the Purchase of Property
  - D. Vote Regarding Disclosure of Votes and Disposition
  - E. Adjourn Executive Session
7. RETURN TO OPEN SESSION
- A. Disclosure of Executive Session Votes and Disposition of Minutes
8. ADJOURNMENT

Agenda Posted – 10/15/2021

**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.**