

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

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December 21, 2021
7:00 PM

1. OPENING BY CHAIRMAN AND ROLL CALL
2. CORRESPONDENCE
 - A. Email from Andrew Lyell, Re: Thank You to Michael Hebert
3. MINUTES OF MEETINGS
 - A. Approve Administrative Board Meeting Minutes of November 16, 2021
 - B. Approve Administrative Board Executive Meeting Minutes of November 16, 2021
4. NEW BUSINESS
 - A. Swearing In of New Member
 - B. Approve Payment of Bills Listed (including emergency 10" DI pipe purchase)
 - C. Budget to Actual
 - D. Summary of Bank Accounts
 - E. Water Accounts Receivable Analysis
 - F. Tax Accounts Receivable Analysis
 - G. Sundries Accounts Receivable Analysis
 - H. Cash Flow Summary
 - I. Financial Statements
 - J. Present Schedule of 2022 Administrative Board Meetings
 - K. Present Schedule of 2022 Holidays
 - L. 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 -TTHM
 - E. AMI Update
 - F. Leak Detection Update
 - G. Sprague Street Water Main Repair
 - H. Sakonnet River Pipeline Inspection Update
 - I. Rate Study Update
 - J. Proposed Donation to NEWWA Technology Campaign in Allen Shers Name
 - K. Vacation Carryover
 - L. Staff Recognition/Holiday Luncheon

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) Failed Water Meter – Customer Damage Incurred
 - B. Negotiating the use of Public Funds: 42-46-5 (a) (7)
 - 1) Negotiating the Purchase of Property
 - 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

Posted – 12/17/2021

**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.**