

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

**July 19, 2022 at 7:00pm**

Page 1 of 2

1. OPENING BY CHAIRMAN AND ROLL CALL
2. GUESTS
  - A. Leak Relief – Gary & Amy King – 168 Fairview Ln.
3. MINUTES OF MEETINGS
  - A. Approve Administrative Board Meeting Minutes of June 22, 2022
  - B. Approve Administrative Board Executive Meeting Minutes of June 22, 2022
4. NEW BUSINESS
  - A. Approve Payment of Bills Listed
  - B. Budget to Actual
  - C. Summary of Bank Accounts
  - D. Purchase of Treasury Bills – update
  - E. PARS OPEB Summary
  - F. Cash Flow Summary
  - G. Water Accounts Receivable Analysis
  - H. Tax Accounts Receivable Analysis
  - I. Sundries Accounts Receivable Analysis
  - J. Financial Statements
5. REPORT FROM GENERAL MANAGER
  - A. Water Service Application Approvals
  - B. Demand Report
  - C. Operations Report
  - D. AMI Infrastructure Update
  - E. Sakonnet River Pipeline Project Update
  - F. Sprague Street Update
  - G. New Office Discussion
  - H. Rate Study
  - I. RIDOT – East Main Road Paving Project
  - J. Insurance Renewal Update
  - K. Newport This Week Article – Burma Road
  - L. District Logo Discussion
6. REPORT FROM LEGAL COUNSEL

*CONTINUED*

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7. 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 Annual Review and Merit Pay Consideration per Policy
  - 2) Potential New Hire for Operations
- 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
  - 2) Investment of Public Funds
  - 3) Newport Rate Case
- D. Vote Regarding Disclosure of Votes and Disposition
- E. 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/84457709401?pwd=WHNxUFdZR1V0UFNSL3dNQm9jUHhWUT09>

Meeting ID: 844 5770 9401

Passcode: PWFD

Dial by your location

+1 929 205 6099 US (New York)

Meeting ID: 844 5770 9401

Passcode: 478318

Posted – 7/15/2022

**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.**