

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

**February 20, 2024 at 7:00 PM**

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1. OPENING BY CHAIRMAN AND ROLL CALL
2. MINUTES OF MEETINGS
  - A. Approve Administrative Board Meeting Minutes of January 23, 2024
  - B. Approve Administrative Board Executive Meeting Minutes of January 23, 2024
3. NEW BUSINESS
  - A. Approve Payment of Bills Listed
  - B. Approve Electronic Payment of \$38,757.05 to RIIB to Pay the 2007 and 2019 Loans Due 3/1
  - C. Budget to Actual
  - D. Summary of Bank Accounts and Treasury Bills
  - E. PARS OPEB Summary & PARS Update
  - F. Cash Flow Summary
  - G. Water Accounts Receivable Analysis
  - H. Tax Accounts Receivable Analysis
  - I. Sundries Accounts Receivable Analysis
  - J. Financial Statements
4. REPORT FROM GENERAL MANAGER
  - A. Demand Report
  - B. Operations Report
  - C. Office Update
  - D. Sakonnet River Pipeline Project Update
  - E. Legislation
  - F. Service Line Inventory
  - G. T-Mobile/Sprint Lease Ending
  - H. Lawn Mowing
  - I. Miscellaneous Construction Contracts
    - 1) Award Contracts
    - 2) Approve Billing Rates
  - J. Fire Service – Cost of Service Analysis
  - K. Quarterly Fire District Reports for Period Ending 1/31/24 per RIGL 45-12-22.2
  - L. March Meeting – Propose to move to Wednesday March 20<sup>th</sup> or Wednesday March 27<sup>th</sup>
5. REPORT FROM LEGAL COUNSEL

*CONTINUED*

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6. 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
    - 2) Investment of Public Funds
  - C. Vote Regarding Disclosure of Votes and Disposition
  - D. Adjourn Executive Session

7. RETURN TO OPEN SESSION

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

8. ADJOURNMENT

<https://us02web.zoom.us/j/87607056145?pwd=V3YrbkxaRFM1dGdDMWppN1o0d2dtUT09>

Meeting ID: 876 0705 6145

Passcode: PWFD

Dial by your location

• +1 929 205 6099 US

Meeting ID: 876 0705 6145

Passcode: 545721

Find your local number: <https://us02web.zoom.us/j/87607056145?pwd=V3YrbkxaRFM1dGdDMWppN1o0d2dtUT09>

Posted – 2/15/2024

**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.**