

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

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March 18, 2025 at 7:15 PM

1. OPENING BY CHAIRMAN AND ROLL CALL
2. GUESTS
 - A. KMR Construction – 760 Wapping Road – Auxiliary Use and Distance Exemption Request
3. MINUTES OF MEETINGS
 - A. Approve Administrative Board Meeting Minutes of February 18, 2025
 - B. Approve Administrative Board Executive Meeting Minutes of February 18, 2025
4. NEW BUSINESS
 - A. Approve Payment of Bills Listed
 - B. Budget to Actual
 - C. Summary of Bank Accounts and Treasury Bills
 - D. PARS OPEB Summary
 - E. Water Accounts Receivable Analysis
 - F. Tax Accounts Receivable Analysis
 - G. Sundries Accounts Receivable Analysis
 - H. Cash Flow Summary
 - I. Financial Statements
 - J. Administrative Board Election - 2025
 - 1) Positions:
 - a. David Reise – Moderator
 - b. William Douglas, Jr. - Treasurer
 - 2) Schedule: Nomination Papers Available April 11th; Due May 12th; Election June 11th
5. REPORT FROM GENERAL MANAGER
 - A. Water Service Application Approvals
 - B. Request Authorization for 37 Additional Pre-Approved Water Service Connections
 - C. Demand Report
 - D. Operations Report
 - E. Office Update
 - F. Shut Off Policy for Non-Payment and Non-Compliance
 - G. RIDOT Update
 - H. Project Priority List / Drinking Water State Revolving Fund
 - I. Emergency Construction Contractor Discussion
 - J. Summer Intern Discussion
 - K. Audit Results

CONTINUED

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March 15, 2022 at 7:15pm

- L. Bethune Senior Center Pipe Issue
- M. Fire Service – Cost of Service Analysis
- N. April Meeting – Proposed Tuesday April 29 OR Thursday April 24

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
 - 2) Investment of Public Funds
- 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/88269485570?pwd=uGqI9Sw0ww3IJNAOKIKoZCA0wOhPOk.1>

Meeting ID: 882 6948 5570

Passcode: PWFD

Dial by your location

• +1 646 931 3860 US

Meeting ID: 882 6948 5570

Passcode: 251812

Posted – 3/13/2025

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.