

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

April 24, 2025 at 7:00pm

Page 1 of 2

1. OPENING BY CHAIRMAN AND ROLL CALL
2. GUESTS
 - A. Millstone Engineering – 422 & 424 Bramans Lane –Distance Exemption Request
 - B. John Braga – Cathcart Project – Anthony Road Land Locked Lot – Water Request
3. CORRESPONDENCE
 - A. John Vit; Compliments for Zack Guerette
4. MINUTES OF MEETINGS
 - A. Approve Administrative Board Meeting Minutes of March 18, 2025
 - B. Approve Administrative Board Executive Meeting Minutes of March 18, 2025
5. NEW BUSINESS
 - A. Review and Approval of FY-26 Operating and Capital Budget
 - B. Approve Schedule of Rates and Charges for FY-26
 - C. Approve Payment of Bills Listed
 - D. Budget to Actual
 - E. Summary of Bank Accounts and Treasury Bills
 - F. PARS OPEB Summary
 - G. Cash Flow Summary
 - H. Water Accounts Receivable Analysis
 - I. Tax Accounts Receivable Analysis
 - J. Sundries Accounts Receivable Analysis
 - K. Financial Statements
6. REPORT FROM GENERAL MANAGER
 - A. Water Service Application Approvals
 - B. Demand Report
 - C. Operations Report
 - D. Office Update
 - E. Shut Off Policy for Non-Payment and Non-Compliance
 - F. RIDOT Update
 - G. Audit Approval
7. REPORT FROM LEGAL COUNSEL

CONTINUED

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Page 2 of 2

8. 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
9. RETURN TO OPEN SESSION
 - A. Disclosure of Executive Session Votes and Disposition of Minutes
10. ADJOURNMENT

Join Zoom Meeting

<https://us02web.zoom.us/j/82255573885?pwd=E4BUT5pO2siLd8HTmuNHkWHxB18TAP.1>

Meeting ID: 822 5557 3885

Passcode: PWFD

Dial by your location

• +1 929 205 6099 US (New York)

Meeting ID: 822 5557 3885

Passcode: 138201

Posted – 4/21/2025

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.