

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

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May 20, 2025
7:00PM

1. OPENING BY CHAIRMAN AND ROLL CALL
2. OPENING OF TAX ASSESSOR'S MEETING FOR THE PURPOSE OF CANVASSING
3. GUESTS
 - A. 8 Cliff Ave – Auxiliary Use
 - B. 46 Indian Avenue – Leak Relief
4. MINUTES OF MEETINGS
 - A. Approve Administrative Board Meeting Minutes of April 24, 2025
 - B. Approve Administrative Board Executive Meeting Minutes of April 24, 2025
5. 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. Quarterly Fire District Reports for Period Ending 4/30/25 per RIGL 45-12-22.2
 - K. Adopted FY-26 Budget Report per RIGL 44-5-69
 - L. Annual Administrative Board Election
 - 1) Accept and Certify Nomination Papers
 - 2) Approve Ballot
 - 3) Approve News Release
6. REPORT FROM GENERAL MANAGER
 - A. Water Service Application Approvals
 - B. Demand Report
 - C. Operations Report
 - D. Leak Detection Update
 - E. Water Quality - TTHMs
 - F. Insurance Renewal Update
 - G. Office Study Update
 - H. RIDOT Update
 - I. Shut-off Policy Update
 - J. Work for Water Initiative

CONTINUED

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7. REPORT FROM LEGAL COUNSEL
8. EXECUTIVE SESSION 42-46-5 (a) (7)
 - A. Negotiating the use of Public Funds: 42-46-5 (a) (7)
 - 1) Negotiating the Purchase of Property
 - 2) Investment of Public Funds
 - B. Vote Regarding Disclosure of Votes and Disposition
 - C. Adjourn Executive Session
9. RETURN TO OPEN SESSION
 - A. Disclosure of Executive Session Votes and Disposition of Minutes
10. ADJOURNMENT OF TAX ASSESSORS' MEETING FOR THE PURPOSE OF CANVASSING
11. ADJOURNMENT

<https://us02web.zoom.us/j/85731253507?pwd=a68bbvaSl4DwlINVIRTwOECJIeQu6bQ.1>

Meeting ID: 857 3125 3507

Passcode: PWFD

Dial by your location

• +1 929 205 6099 US (New York)

Meeting ID: 857 3125 3507

Passcode: 411062

Find your local number: <https://us02web.zoom.us/j/85731253507?pwd=a68bbvaSl4DwlINVIRTwOECJIeQu6bQ.1>

Posted – 5/16/2025

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.