

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

July 15, 2025 at 7:00pm

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1. OPENING BY CHAIRMAN AND ROLL CALL
2. GUESTS
 - A. 84 Power Street – Leak Relief
 - B. 34 Buckwheat Avenue - Request to Waive Shut-off Fees
 - C. 78 Independence Court – Request to Waive Shut-off Fees
3. CORRESPONDENCE
 - A. 337 Riverside Street – Good Job Z. Silveira
4. MINUTES OF MEETINGS
 - A. Approve Administrative Board Meeting Minutes of June 17, 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. Cash Flow Summary
 - F. Water Accounts Receivable Analysis
 - G. Tax Accounts Receivable Analysis
 - H. Sundries Accounts Receivable Analysis
 - I. Financial Statements
6. REPORT FROM GENERAL MANAGER
 - A. Water Service Application Approvals
 - B. Demand Report
 - C. Operations Report
 - D. Office Study Update
 - E. Water Storage Evaluation Update
 - F. Service Line Inventory
 - G. Shut-off Policy Update
 - H. Vacation Carryover Request
7. REPORT FROM LEGAL COUNSEL
8. EXECUTIVE SESSION 42-46-5 (a) (1) (7)

CONTINUED

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- 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
- 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/89982521465?pwd=LV9APzXwTZ0RK5aHix86cVKQuIzpnj.1>

Meeting ID: 899 8252 1465

Passcode: PWFD

Dial by your location

- +1 929 205 6099 US (New York)

Meeting ID: 899 8252 1465

Passcode: 506035

Find your local number: <https://us02web.zoom.us/u/ktFby5LdF>

Posted – 7/9/2025

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.