

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

November 18, 2025 at 7:00 pm

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1. OPENING BY CHAIRMAN AND ROLL CALL
2. GUESTS
 - A. Ken Rutter – VFW Thank You
 - B. 21 Maniton Drive – Leak Relief
3. CORRESPONDENCE
 - A. Note from Marty Easley; Thank you to General Manager, Office Staff and Operations Manager
4. MINUTES OF MEETINGS
 - A. Approve Administrative Board Meeting Minutes of October 21, 2025
 - B. Approve Administrative Board Executive Meeting Minutes of October 21, 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
 - J. Quarterly Fire District Reports for Period Ending 10/31/25 per RIGL 45-12-22.2
6. REPORT FROM GENERAL MANAGER
 - A. Water Service Application Approvals
 - B. Demand Report
 - C. Operations Report
 - D. Water Quality - TTHM
 - E. Service Line Inventory Update
 - F. Flushing Update
 - G. Office Study Update
 - H. Holiday Luncheon/Staff Recognition
7. REPORT FROM LEGAL COUNSEL

CONTINUED

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8. EXECUTIVE SESSION 42-46-5 (a) (2) (7)
 - B. Litigation: 42-46-5 (a) (2)
 - 1) Pending or Threatened Litigation
 - C. Negotiating the use of Public Funds: 42-46-5 (a) (7)
 - 1) Negotiating the Purchase of Property
 - D. Vote Regarding Disclosure of Votes and Disposition
 - E. 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/88989695624?pwd=n2bpv7aTEcJB3awApzXiZqWpSSjBft.1>

Meeting ID: 889 8969 5624

Passcode: PWFD

Posted – 11/14/2025

**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.**