

**PORTSMOUTH WATER AND FIRE DISTRICT
1944 East Main Road, Portsmouth, Rhode Island**

**Administrative Board Meeting Minutes
February 17, 2026**

The meeting was held at Portsmouth Water and Fire District's office and via Zoom.

Meeting ID: 810 7617 1020 Passcode: PWFD

OPENING BY CHAIRMAN AND ROLL CALL

The Administrative Board Meeting was called to order at 7:00 PM by Philip Driscoll.

Present – Frederick Faerber, David Gleason, Thomas Grieb, Philip Driscoll, Murray Norcross, Theodore Czech and David Reise

Also Present – Jessica Lynch and David J. Fox

GUESTS

903 Anthony Road - Leak Relief

Mr. Faerber, seconded by Mr. Gleason, made a motion based on past practice, to offer a credit of \$241.14 for the above referenced water bills/usage to Mohamad El-Hajjar, owner of 903 Anthony Rd, which credit is calculated based on 47,000 gallons of leaked water being sold at the District's wholesale cost of water plus pumping of \$7.598 per thousand gallons, predicated on the following:

- **It appears that the excess water use was due to the water heater malfunctioning**
- **It appears that the owner was apparently unaware that the leak was occurring**
- **The leak was repaired promptly by a plumber**

A vote was taken and the motion passed with Frederick Faerber, David Gleason, Thomas Grieb, Philip Driscoll, Murray Norcross, Theodore Czech and David Reise voting in the affirmative.

CORRESPONDENCE

Email from Peter Howland, 1334 Anthony Rd - Great Job PWFD Staff – Presented

MINUTES OF MEETINGS

Approve Administrative Board Meeting Minutes of January 20, 2026

Approve Administrative Board Executive Meeting Minutes of January 20, 2026

Mr. Faerber, seconded by Mr. Gleason, made a motion to approve the Administrative Board Meeting Minutes and the Administrative Board Meeting Executive Session Minutes of January 20, 2026.

A vote was taken and the motion passed with Frederick Faerber, David Gleason, Thomas Grieb, Philip Driscoll, Murray Norcross, Theodore Czech and David Reise voting in the affirmative.

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Approve Special Administrative Board Meeting Minutes of February 5, 2026

Approve Special Administrative Board Executive Meeting Minutes of February 5, 2026

Mr. Faerber, seconded by Mr. Gleason, made a motion to approve the Special Administrative Board Meeting Minutes and the Special Administrative Board Meeting Executive Session Minutes February 5, 2026.

A vote was taken and the motion passed with Frederick Faerber, David Gleason, Thomas Grieb, Philip Driscoll, Murray Norcross, Theodore Czech and David Reise voting in the affirmative.

NEW BUSINESS

Approve Payment of Bills Listed

Mr. Faerber, seconded by Mr. Gleason, made a motion to approve payment of bills listed in the amount of \$342,809.13.

A vote was taken and the motion passed with Frederick Faerber, David Gleason, Thomas Grieb, Philip Driscoll, Murray Norcross, Theodore Czech and David Reise voting in the affirmative.

Mr. Faerber, seconded by Mr. Gleason, made a motion to approve an additional payment in the amount of \$669.17.

A vote was taken and the motion passed with Frederick Faerber, David Gleason, Thomas Grieb, Philip Driscoll, Murray Norcross, Theodore Czech and David Reise voting in the affirmative.

Approve Electronic Payment of \$32,817.45 to RIIB to Pay the 2007 and 2019 Loans Due 3/1

Mr. Faerber, seconded by Mr. Gleason, made a motion to approve Electronic Payment of \$32,817.45 to RIIB to Pay the 2007 and 2019 Loans.

A vote was taken and the motion passed with Frederick Faerber, David Gleason, Thomas Grieb, Philip Driscoll, Murray Norcross, Theodore Czech and David Reise voting in the affirmative.

Budget to Actual – Presented

Summary of Bank Accounts and Treasury Bills

Mr. Grieb noted that the CD is paying significantly higher than the Treasury Bills and wondered if the District should invest in CDs instead.

PARS OPEB Summary – Presented

Cash Flow Summary – Presented

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Water Accounts Receivable Analysis – Presented

Tax Accounts Receivable Analysis – Presented

Sundries Accounts Receivable Analysis – Presented

Financial Statements – Presented

Request Authorization for Joint Tax Sale with Town of Portsmouth on June 18, 2026

Mr. Faerber, seconded by Mr. Gleason, made a motion to authorize the Joint Tax Sale with the Town of Portsmouth on June 18, 2026.

A vote was taken and the motion passed with Frederick Faerber, David Gleason, Thomas Grieb, Philip Driscoll, Murray Norcross, Theodore Czech and David Reise voting in the affirmative.

REPORT FROM GENERAL MANAGER

Water Service Application Approvals – Presented

Demand Report

Ms. Lynch noted the demand is up. She noted there have been several freeze ups, one being the Aquidneck Club which had a major leak at their meter pit the day before, leaking 287,000 gallons.

Operations Report – Presented

Water Quality – TTHM

Ms. Lynch noted that she has not received the results from the TTHMs submitted two weeks ago.

Service Line Inventory

Ms. Lynch noted that there are approximately 300 service lines made of unknown material, the Operators continue to work on getting the information.

Miscellaneous Construction Contracts

Award Contracts

Mr. Faerber, seconded by Mr. Gleason, made a motion to award a full-service contract for 2026 Miscellaneous Construction and Repairs to Water System to Tiger Tree and Landscaping for full-service work, including paving, predicated on:

- Satisfactory response to the request for proposals,
- Fairness and reasonableness of the prices, generally.

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- **Prior satisfactory performance of Tiger Tree and Landscaping working on the District's system.**

A vote was taken and the motion passed with Frederick Faerber, David Gleason, Thomas Grieb, Philip Driscoll, Murray Norcross, Theodore Czech and David Reise voting in the affirmative.

Approve Billing Rates

Mr. Faerber, seconded by Mr. Gleason, made a motion to approve the "PWFD Billing" prices as shown on the "Tabulation of 2026 Approved Construction Contractors and PWFD Billing Rates", which will be used to bill customers for the various types of construction work performed by the District, particularly for curb stop installations.

A vote was taken and the motion passed with Frederick Faerber, David Gleason, Thomas Grieb, Philip Driscoll, Murray Norcross, Theodore Czech and David Reise voting in the affirmative.

Mr. Gleason, seconded by Mr. Faerber, made a motion to include both prices for backhoe/mini excavator on the bid tabulation for billing rates.

A vote was taken and the motion passed with Frederick Faerber, David Gleason, Thomas Grieb, Philip Driscoll, Murray Norcross, Theodore Czech and David Reise voting in the affirmative.

Quarterly Fire District Reports for Period Ending 1/31/26 per RIGL 45-12-22.2 – Presented

Water System Supply Management Plan – Presented

REPORT FROM LEGAL COUNSEL

Mr. Fox noted he had nothing to discuss in Open Session.

EXECUTIVE SESSION 42-46-5 (a) (2) (7)

Mr. Faerber, seconded by Mr. Gleason, made a motion to go into Executive Session to discuss:

Litigation: 42-46-5 (a) (2)

Pending or Threatened Litigation

Negotiating the use of Public Funds: 42-46-5 (a) (7)

Negotiating the Purchase of Property

A vote was taken and the motion passed with Frederick Faerber, David Gleason, Thomas Grieb, Philip Driscoll, Murray Norcross, Theodore Czech and David Reise voting in the affirmative.

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RETURN TO OPEN SESSION

Disclosure of Executive Session Votes and Disposition of Minutes

Mr. Faerber, seconded by Mr. Gleason, made a motion to Seal the Executive Session Meeting Minutes of February 17, 2026. Discussed were:

Litigation: 42-46-5 (a) (2)

Pending or Threatened Litigation – No update

Negotiating the use of Public Funds: 42-46-5 (a) (7)

Negotiating the Purchase of Property – No update

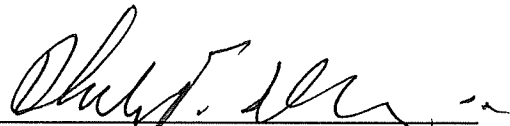
Investment of Public Funds – Nothing presented

A vote was taken and the motion passed with Frederick Faerber, David Gleason, Thomas Grieb, Philip Driscoll, Murray Norcross, Theodore Czech and David Reise voting in the affirmative.

ADJOURNMENT

Mr. Faerber, seconded by Mr. Gleason, made a motion to adjourn.

A vote was taken and the motion passed with Frederick Faerber, David Gleason, Thomas Grieb, Philip Driscoll, Murray Norcross, Theodore Czech and David Reise voting in the affirmative.


Philip T. Driscoll, Clerk