

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

**Administrative Board Meeting Minutes
September 23, 2026**

OPENING BY CHAIRMAN AND ROLL CALL

The Administrative Board Meeting was called to order at 7:00 PM by Frederick Faerber.

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

Also Present – Jessica Lynch and David J. Fox

GUESTS

Perry & Debra Venancio – Water Connection Request – 167 Mitchells Lane (Middletown)

Presented and tabled further discussion to Executive Session.

CORRESPONDENCE

Great Job – Max Powers – Presented

MINUTES OF MEETINGS

Approve Administrative Board Meeting Minutes of August 18, 2026

Approve Administrative Board Executive Meeting Minutes of August 18, 2026

Mr. Grieb, seconded by Mr. Gleason, made a motion to approve the Administrative Board Meeting Minutes and the Administrative Board Meeting Executive Session Minutes of August 18, 2026.

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

NEW BUSINESS

Swearing In of New Member

Mr. Reise swore in Lisa Lasky.

Approve Payment of Bills Listed

Mr. Gleason, seconded by Mr. Grieb, made a motion to approve payment of bills listed in the amount of \$486,385.52.

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

Budget to Actual – Presented

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Summary of Bank Accounts and Treasury Bills – Presented

PARS OPEB Summary – Presented

Water Accounts Receivable Analysis – Presented

Tax Accounts Receivable Analysis – Presented

Sundries Accounts Receivable Analysis – Presented

Cash Flow Summary – Presented

Financial Statements – Presented

SEP Policy

Mr. Grieb, seconded by Mr. Gleason, made a motion to approve the revised Simplified Employee Pension plan as described in the July 14, 2026 memo.

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

Approve Tax Resolution for FY-27 Water District Property Taxes

Mr. Gleason, seconded by Mr. Czech, made a motion to approve the tax resolution which decreases the tax rate from \$0.24 to \$0.23 per thousand of the assessed value.

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

REPORT FROM GENERAL MANAGER

Water Service Application Approvals – Presented

Demand Report – Presented

Operations Report – Presented

Office Study Update

Water Audit – Presented

WRB Annual Report – Presented

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Lead Service Line Inventory Update – Presented

Flushing Update – Presented

NEWWA Annual Conference Update – Presented

REPORT FROM LEGAL COUNSEL

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

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

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

Leak – Customer Damage Incurred

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

Negotiating the Purchase of Property

Investment of Public Funds

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

RETURN TO OPEN SESSION

Disclosure of Executive Session Votes and Disposition of Minutes

Mr. Gleason, seconded by Mr. Grieb, made a motion to Seal the Executive Session Meeting Minutes of September 23, 2026. Discussed were:

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

Leak – Customer Damage Incurred – No vote taken.

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

Negotiating the Purchase of Property – One vote taken to authorize the General Manager to spend up to \$50,000 to begin due diligence on a potential property.

Investment of Public Funds – One vote taken to approve the request by Newport Water in their letter dated September 21, 2026.

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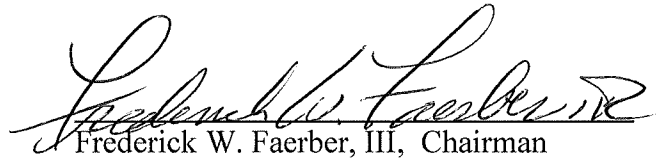
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A vote was taken and the motion passed with Frederick Faerber, David Gleason, Lisa Lasky, Thomas Grieb, Murray Norcross, Theodore Czech and David Reise voting in the affirmative.

ADJOURNMENT

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

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


Frederick W. Faerber, III, Chairman