

PORTSMOUTH WATER AND FIRE DISTRICT

1944 East Main Road, Portsmouth, Rhode Island

401-683-2090

ADMINISTRATIVE BOARD MEETING

AGENDA

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July 21, 2009

7:00 PM

1. OPENING BY CHAIRMAN AND ROLL CALL

2. GUESTS

3. CORRESPONDENCE

A. RI Department of Health 2007-2008 Annual Compliance Report

4. MINUTES OF MEETINGS

A. Administrative Board Meeting Minutes of 06/23/09

B. Executive Session Meeting Minutes of 06/23/09

C. Extend the Period for Public Filing of Minutes Until the Next Meeting for Preparation and Review by the Board

5. UNFINISHED BUSINESS

A. Tax Sale Update

B. Former Board Member Recognition

C. Advertise Engineering Position (postpone to August)

6. NEW BUSINESS

A. Approve Payment of Bills Listed

B. Chairman to Assign Administrative and Engineering Subcommittee Members

C. Chairman to Assign Philip Driscoll as Board Representative on Newport Water Department Matters

D. Establish Audit Review and Submission Schedule

7. REPORT FROM GENERAL MANAGER

A. Water Service Application Approvals

B. Demand Report

C. Operations Report

D. Lead Soil Remediation Contract Update

E. Water Storage Tanks Improvements Contract Update

F. Melville Are North Temporary - Emergency Connection Update

G. RI-DOT Sakonnet River Bridge – Utility Relocation Update

H. RICWFA Bond for SCADA Project Update and Vote as Necessary

I. Water Quality Update

J. Legislation Update

K. Leak Detection Report

L. Newport Water Division Review for PUC by MFSG – Comparison of

PWFD to Benchmark Utilities Parameters (J. Richard)

M. Carry Forward of Operating Funds

N. Report on Sale or Other Disposition of PWFD Property

O. General Manager's Vacation Schedule

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8. REPORT FROM LEGAL COUNSEL

9. EXECUTIVE SESSION 42-46-5 (a) (1), (2)

A. Litigation: Newport Water Department Rate Increase – PUC Decision

B. Personnel: Any persons to be discussed have been so notified and this statement shall be noted

in the minutes of the meeting

1) David Bowley – Discuss and Vote re: Completion of Probation

2) Joseph Janelle – Discuss and Vote re: Partial Completion of Probation

C. Adjourn Executive Session

10. RETURN TO OPEN SESSION

A. Disclosure of Executive Session Votes and Disposition of Minutes

11. ADJOURNMENT

Posted – 07/17/09

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.