

**PORTSMOUTH WATER AND FIRE DISTRICT**

**1944 East Main Road, Portsmouth, Rhode Island**

**401-683-2090**

**ADMINISTRATIVE BOARD MEETING**

**AGENDA**

**Page 1 of 2**

**August 17, 2010**

**7:00 PM**

**1. OPENING BY CHAIRMAN AND ROLL CALL**

**2. GUESTS**

**A. Various Parties Re: Water Meter Tampering, 400 Vanderbilt Lane**

**B. Various Parties Re: Water Meter Tampering, 44 Petonanowet Lane**

**3. CORRESPONDENCE**

**4. MINUTES OF MEETINGS**

**A. Approve Administrative Board Meeting Minutes of 07/20/10**

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

**5. ADMINISTRATIVE SUBCOMMITTEE REPORT**

**A. Subcommittee Review of FY-10 Audit**

**B. FY-10 Audit Presentaion by Susan Johnson, CPA, Lefkowitz, Garfinkel, Champi & DeRienzo**

**6. UNFINISHED BUSINESS**

**A. Review of Invoice Approval Process**

**7. NEW BUSINESS**

**A. Approve Payment of Bills Listed**

**B. Approve RI Clean Water Finance Bond Capital Expense Payments for Tanks Project**

**8. REPORT FROM GENERAL MANAGER**

**A. Water Service Application Approvals**

**B. Demand Report**

**C. Operations Report**

**D. Disposal of Assets**

**E. Water Storage Tanks Project Update**

**CONTINUED**

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**REPORT FROM GENERAL MANAGER – CONTINUED**

**F. SCADA Project Update and Approvals**

- 1. Recommend Approval of Change Order No. 1 for Quaker Hill Flow Control Pit Electrical Work**
- 2. Request Authorization to Purchase Flow Control Valve for Quaker Hill Flow Control Pit**

**G. ISDS Replacement Update**

**H. RI-DOT Projects Update**

**I. Mandatory Water Conservation Plan Implementation Update**

**J. Leak Detection Report**

**K. FY-10 Water Audit**

**L. Request Authorization to Solicit Bids for Snow Plowing for 2010-2011 Season**

**M. Request Authorization to Purchase Replacement Radio System**

**N. Quarterly Billing Issue**

**O. Recommendation to Reschedule September 21, 2010 Administrative Board meeting to September 14, 2010**

**P. Project Engineer Work Progress and Schedule – Quarterly Update**

## **9. REPORT FROM LEGAL COUNSEL**

## **10. EXECUTIVE SESSION 42-46-5 (a) (2)**

### **A. Litigation: 42-46-5 (a) (2)**

**a. Newport Water Department – DPUC Complaint: Docket D-09-108 -  
Emergency Connection Water Use Credit**

**B. Vote Regarding Disclosure of Votes and Disposition of Minutes**

**C. Adjourn Executive Session**

## **11. RETURN TO OPEN SESSION**

**A. Disclosure of Executive Session Votes and Disposition of  
Minutes**

## **12. ADJOURNMENT**

**Posted – 08/13/10**

**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.**