

**PORTSMOUTH WATER AND FIRE DISTRICT**

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

**401-683-2090**

**ADMINISTRATIVE BOARD MEETING**

**AGENDA**

**Page 1 of 2**

**April 17, 2012**

**7:00 PM**

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

**2. GUESTS**

**3. CORRESPONDENCE**

**A. Letter Dated March 19, 2012 from Hinckley Allen & Snyder re:  
Customer Survey**

**4. MINUTES OF MEETINGS**

**A. Approve Administrative Board Meeting Minutes of March 20, 2012**

**B. Approve Administrative Board Executive Session Meeting Minutes  
of March 20, 2012**

**C. Approve Administrative Board Meeting Budget Workshop Minutes  
of April 10, 2012**

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

**5. UNFINISHED BUSINESS**

**A. Review and Approve FY-13 Operating and Capital Budget**

**B. Review and Approve FY-13 Schedule of Rates and Charges**

**6. NEW BUSINESS**

**A. Approve Payment of Bills Listed**

**B. Approve Transfer of \$225,000 from People's Credit Union to Citizens Bank**

**C. Drinking Water Week Proclamation and Approve News Release**

**7. REPORT FROM GENERAL MANAGER**

**A. Water Service Application Approvals**

**B. Demand Report**

**C. Operations Report**

**D. Disposal of Assets**

**E. Legislation – Update**

**F. Cove Bridge Waterline – Update**

**G. AMI Project – Update**

**H. SCADA Project – Update**

**I. Tanks Project – Update**

**J. Requests for Vacation Carryover**

**K. Authorization to Solicit Bids for Repaving Office Driveway and Parking Lot**

**8. REPORT FROM LEGAL COUNSEL**

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

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

**1) Newport Water Department – PUC Docket #4025, Supreme Court Appeal**

**2) Newport Water Department – Contract Negotiations**

**B. Acquisition of Lease of Real Property: 42-46-5(a)(5)**

**1) Request from AT&T Wireless for Modification to Lease**

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

**D. Adjourn Executive Session**

**10. RETURN TO OPEN SESSION**

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

**11. ADJOURNMENT**

**Posted – 04-13-12**

**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.**