

PORTSMOUTH WATER AND FIRE DISTRICT

1944 East Main Road, Portsmouth, Rhode Island

401-683-2090

ADMINISTRATIVE BOARD MEETING

AGENDA

July 17, 2012

7:00 PM

1. OPENING BY CHAIRMAN AND ROLL CALL

2. GUESTS

A. Guy Polselli – Recognition Award for Over 25-years of Elected Service to PWFD

B. DeCastro Farms – Request for Relief for Fees and Connection Standards

C. Northern Waterfront Associates, LP – Request for Frontage and Distance Exception for Plat 17, Lot 18

D. David Sanson and D. F. Pray General Contractors – Meter Tampering and Violation of Rules, 3166 East Main Road

E. Kenneth Robillard and Robillard Plumbing, Heating & Cooling – Meter Tampering and Violation of Rules, 1366 East Main Road

3. MINUTES OF MEETINGS

A. Approve Administrative Board Meeting Minutes of 06/19/12

B. Approve Administrative Executive Session Meeting Minutes of

06/19/12

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

4. UNFINISHED BUSINESS

A. Organization Chart

5. NEW BUSINESS

A. Approve Payment of Bills Listed

B. Approve Transfer of Funds from Citizens Bank to People's Credit Union

C. Budget vs. Actual for FY-12 and FY-13

D. Approve 2012 A – RI Clean Water Finance Bond Capital Expense Payments for AMI Project

E. Assign FY-12 Audit Review to Administrative Subcommittee – Chairman

F. Assign General Manager's Contract Review to Subcommittee – Chairman

6. REPORT FROM GENERAL MANAGER

A. Water Service Application Approvals

1) Request Authorization for 45 Additional Pre-Approved Water Service Connections

B. Demand Report

C. Operations Report

D. Disposal of Assets

E. Water Quality – Update

F. Water Storage Tanks Project – Update

G. SCADA Projects – Update

H. AMI Project – Update

I. RI-DOT Project – Update: Cove Bridge Pipeline

J. Navy Temporary Service – Update

K. Request Authorization to Purchase Data Loggers for Meter Sizing Through Sole Source Purchase

L. Retain Jerry Petros of Hinckley, Allen & Snyder as Legal Counsel for PUC and Contract Matters

M. Office Staffing: Temporary and Permanent

N. General Manager’s Vacation Schedule

7. REPORT FROM LEGAL COUNSEL

8. EXECUTIVE SESSION 42-46-5 (a) (2)

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

1) Newport Water Department – PUC Docket #4243, Newport Petition to Amend Multi-Year Rate Plan

2) Newport Water Department – Contract Negotiations

3) HomeServe USA Corporation

B. Vote Regarding Disclosure of Votes and Disposition of Minutes

C. Adjourn Executive Session

9. RETURN TO OPEN SESSION

A. Disclosure of Executive Session Votes and Disposition of Minutes

10. ADJOURNMENT

Posted – 06/13/12

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.