

PORTSMOUTH WATER AND FIRE DISTRICT

1944 East Main Road, Portsmouth, Rhode Island

401-683-2090

ADMINISTRATIVE BOARD MEETING

AGENDA

October 15, 2013

7:00 PM

1. OPENING BY CHAIRMAN AND ROLL CALL

2. GUESTS

A. John Braddock, McKee Energy Solutions - Tampering

3. CORRESPONDENCE

4. MINUTES OF MEETINGS

A. Approve Administrative Board Meeting Minutes of September 25, 2013

B. Approve Administrative Executive Session Meeting Minutes of September 25, 2013

C. Present Administrative Subcommittee Meeting Minutes of 10/07/13

D. Present Administrative Subcommittee Executive Session Meeting Minutes of 10/07/13

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

5. UNFINISHED BUSINESS

6. NEW BUSINESS

A. Approve Payment of Bills Listed

B. Approve Special Payments Register

C. Water District Property Tax Rate

1) Approve Tax Resolution for FY-12 Water District Property Taxes

2) Approve News Release

D. Budget to Actual

7. REPORT FROM GENERAL MANAGER

A. Water Service Application Approvals

B. Demand Report

C. Operations Report

D. Disposal of Assets

E. Code Red – Public Awareness Program

F. Request Special Meeting During Week of 10/21 to Review Billing System Proposals and Asset Management Proposals and Award Contracts

G. Newport Water Department WTPs Project – Update

H. AWWA Water Utility Advisor – Information Only

8. REPORT FROM LEGAL COUNSEL

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

A. Personnel: 42-46-5 (a) (1) : Any persons to be discussed have been so notified and this statement shall be noted in the minutes of the meeting

1) Vehicle Accident

2) New Hire Probation Review

3) Special Subcommittee Report and Recommendations

a) Special Performance Review for Staff

b) General Manager and Chief Engineer's Annual Performance Review

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

1) Newport Water Department – Contract Negotiations

2) Datamatic, LTD

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 – 10/11/13

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.