

PORTSMOUTH WATER AND FIRE DISTRICT

1944 East Main Road, Portsmouth, Rhode Island

401-683-2090

ADMINISTRATIVE BOARD MEETING

AGENDA

Page 1 of 2

November 19, 2013

7:00 PM

1. OPENING BY CHAIRMAN AND ROLL CALL

2. GUESTS

3. CORRESPONDENCE

4. MINUTES OF MEETINGS

A. Approve Administrative Board Meeting Minutes of October 15, 2013

B. Approve Administrative Board Executive Session Meeting Minutes of October 15, 2013

C. Approve Special Administrative Board Meeting Minutes of October 23, 2013

D. Approve Special Administrative Board Executive Session Meeting Minutes of October 23, 2013

E. Present Special Subcommittee Meeting Minutes of October 7, 2013

F. Present Special Subcommittee Executive Session Meeting Minutes of October 7, 2013

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

5. UNFINISHED BUSINESS

A. Water Storage Tank Safety Modifications

B. General Manager's Goals and Objectives

6. NEW BUSINESS

A. Approve Payment of Bills Listed

B. Budget to Actual

7. REPORT FROM GENERAL MANAGER

A. Water Service Application Approvals

1) Request Authorization for 49 Additional Pre-Approved Water Service Connections

B. Demand Report

C. Operations Report

D. Disposal of Assets

E. Newport Water Department WTPs Project – Update

F. Water Shut-off Summary

G. Billing Software System – Correction of Contract Approval

H. Receive Snow Plow Bids and Award Contract

I. Request Authorization to Solicit Bids for Lawn Mowing Services

J. Approve Authorization of Borrowing for Union Street Pumping Station Replacement

K. Recommend Grace Period for Payment of Tax Bills

PORTSMOUTH WATER AND FIRE DISTRICT

1944 East Main Road, Portsmouth, Rhode Island

401-683-2090

ADMINISTRATIVE BOARD MEETING

AGENDA

Page 2 of 2

November 19, 2013

7:00 PM

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) Performance Review

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

1) Newport Water Department – Contract Negotiations

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 – 1/15/13

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.