

PORTSMOUTH WATER AND FIRE DISTRICT

1944 East Main Road, Portsmouth, Rhode Island

401-683-2090

ADMINISTRATIVE BOARD MEETING

AGENDA

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February 18, 2014

7:00 PM

1. OPENING BY CHAIRMAN AND ROLL CALL

2. GUESTS

3. CORRESPONDENCE

A. Letter Dated 01/23/14 from Portsmouth Zoning Board of Review re: Neighbor's Request for Relief

B. Letter Dated 2/10/14 to Congressional Delegation re: Drinking Water State Revolving Fund

4. MINUTES OF MEETINGS

A. Approve Administrative Board Meeting Minutes of January 29, 2014

B. Approve Administrative Executive Session Meeting Minutes of January 29, 2014

C. Present Administrative Subcommittee Meeting Minutes of January 15, 2014

D. Present Administrative Subcommittee Executive Session Meeting Minutes of January 15, 2014

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

5. UNFINISHED BUSINESS

A. Merit Pay Policy Revision for Clarity – P. Driscoll

6. NEW BUSINESS

A. Approve Payment of Bills Listed

B. Request Authorization to Transfer Funds

C. Budget to Actual

D. Request Authorization for Tax Sale on June 17, 2014 at 11:00 AM

7. REPORT FROM GENERAL MANAGER

A. Recommendation for New Hire for Distribution System Operator

B. Water Service Application Approvals

C. Demand Report

D. Operations Report

E. Recommend Payment of RIWWA Annual Assessment

F. Request Authorization to Retain Conservation Technologies as

Sole Source Contractor for Comprehensive Leak Detection Survey for Three Years

G. Receive Proposals for Miscellaneous Construction and Repairs to Water System and Award Contracts

H. Union Street Pump Station Financing

I. Legislation Update

J. Proposed Water Rates for Transition from Yearly Billing to Quarterly Billing

Continued

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8. REPORT FROM LEGAL COUNSEL

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

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) Special Merit Pay

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

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

2) Newport Water Department – Contract Negotiations

3) Datamatic LTD & Easton Winwater Warranty

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 – 02/14/14

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.