

PORTSMOUTH WATER AND FIRE DISTRICT

1944 East Main Road, Portsmouth, Rhode Island

401-683-2090

ADMINISTRATIVE BOARD MEETING

AGENDA

Page 1 of 2

January 15, 2015

7:00 PM

1. OPENING BY CHAIRMAN AND ROLL CALL

2. GUESTS

A. Fredrick Vogt, 137 Island Road: Request to Reactivate an Inactive Substandard, Grandfathered Water Service from on Map 2: Lots 12&13 to Map 2: Lot 9

3. CORRESPONDENCE

A. Letters Dated 11/17/14 and 01/05/15 from Department of Public Utilities and Carriers (DPUC) re: Probable Dig Safe Violation

B. Letter Dated 12/15/14 from PWFD to DPUC re: Probable Dig Safe Violation

C. Voicemail (Transcription) 01/08/15 from John Vitkevitch re: 1200 West Main Road Development

4. MINUTES OF MEETINGS

- A. Approve Administrative Board Meeting Minutes of December 16, 2014**
- B. Approve Administrative Board Executive Session Minutes of December 16, 2014**
- C. Present Administrative Subcommittee Meeting Minutes of January 16, 2015**
- D. Present Administrative Subcommittee Executive Session Minutes of January 16, 2015**
- 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 Interim Payment of Bill**
- C. Budget to Actual FY-13**
- D. Approve 2007 – RI Clean Water Finance Bond Capital Expense Payments for Tanks Project**
- E. Request Authorization for Joint Tax Sale with Town of Portsmouth on June 16, 2015**

7. REPORT FROM GENERAL MANAGER

- A. Water Service Application Approvals**
- B. Demand Report**
- C. Operations Report**
- D. Disposal of Assets**
- E. Water Quality – Update: TTHMs and News Release**
- F. Request Authorization to Solicit Proposals for Miscellaneous Construction and Repairs to Water System**

Continued

PORTSMOUTH WATER AND FIRE DISTRICT

1944 East Main Road, Portsmouth, Rhode Island

401-683-2090

ADMINISTRATIVE BOARD MEETING

AGENDA

Page 2 of 2

January 15, 2013

7:00 PM

REPORT FROM GENERAL MANAGER - Continued

G. Request Approval of Rhode Island Water Works Association Assessment Fee

H. FY-14 Water Audit

I. General Manager Vacation Schedule

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) Review and Acceptance of Employee Annual Reviews for 2014 as Presented and Recommended by General Manager per Policy and as Reviewed and Recommended by Administrative Subcommittee

2) Review and Approval of Employee Merit Pay for 2014 as Presented and Recommended by General Manager per Policy and as Reviewed and Recommended by Administrative Subcommittee

B. Vote Regarding Disclosure of Votes and Disposition of Minutes

C. Adjourn Executive Session

10. RETURN TO OPEN SESSION

A. Disclosure of Executive Session Votes and Disposition of Minutes

11. ADJOURNMENT

Posted – 01/16/15

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 a