**PORTSMOUTH WATER AND FIRE DISTRICT**
**1944 East Main Road, Portsmouth, Rhode Island**
**401-683-2090**
**ADMINISTRATIVE BOARD MEETING**
**AGENDA**



November 16, 2021
7:00 PM

1. OPENING BY CHAIRMAN AND ROLL CALL

2. MINUTES OF MEETINGS

   A. Approve Administrative Board Meeting Minutes of October 19, 2021
   B. Approve Administrative Board Executive Meeting Minutes of October 19, 2021

3. NEW BUSINESS

   A. Approve Payment of Bills Listed
   B. Budget to Actual
   C. Summary of Bank Accounts
   D. Water Accounts Receivable Analysis
   E. Tax Accounts Receivable Analysis
   F. Sundries Accounts Receivable Analysis
   G. Cash Flow Summary
   H. Financial Statements
   I. Board Vacancy

4. REPORT FROM GENERAL MANAGER

   A. Water Service Application Approvals
   B. Demand Report
   C. Operations Report
   D. AMI Update
   E. Leak Detection Update
   F. Sakonnet River Pipeline Inspection Update
   G. Rate Study Update
   H. Flushing Update
   I. Quarterly Fire District Reports for Period Ending 10/31/21 per RIGL 45-12-22.2
   J. Accept Proposals for General Legal Counsel and Award Contract
   K. Request Authorization to Solicit Bids for Lawn Mowing Services
   L. Auditor Discussion

6. REPORT FROM LEGAL COUNSEL

7. EXECUTIVE SESSION 42-46-5 (a) (2) (7)

   A. Litigation: 42-46-5 (a) (2)
      1) Failed Water Meter – Customer Damage Incurred
   B. Negotiating the use of Public Funds: 42-46-5 (a) (7)
      1) Negotiating the Purchase of Property

*CONTINUED*

C. Vote Regarding Disclosure of Votes and Disposition
D. Adjourn Executive Session

8. RETURN TO OPEN SESSION

A. Disclosure of Executive Session Votes and Disposition of Minutes

9. ADJOURNMENT

Posted – 11/12/2021

**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.**