

RULES AND REGULATIONS OF **THE PEPPERELL DPW - WATER DIVISION**

The following rules and regulations shall be considered the standard for every person using Pepperell Water.

All applications or information for new service installations are available at the Water Division's Office, 15 Canal Street, Pepperell, MA.

The Public Works Board is the final authority for the Pepperell Water Division.

All fees are set forth as follows:

PEPPERELL WATER DIVISION 2007 FEES & CHARGES

(Effective July 1, 2007)

INTEREST RATE:	14% APR
BACK FLOW TEST:	\$60.00
FINAL READ OUTS:	\$12.00 + \$30.00 Base + Usage
EMERGENCY FRO (Within 48 Hrs.)	\$200.00
WATER SHUT OFF/TURN ON FEE:	\$48.00

INSPECTION FEE (1 HR. MINIMUM): \$48.00/Per hour

LABOR RATE: EMPLOYEE HOURLY RATE X 1.5
One Hour Minimum During Business Hours
Four Hour Minimum After Business Hours/Per Employee on Job

**EQUIPMENT RENTAL/CHARGES: MONTHLY BLUEBOOK
RATE ÷ 22 ÷ 8 HRS./DAY.**

WATER USAGE SEMI-ANNUAL RATES:

0 to 2,500 cubic feet	\$1.80 per hundred cubic feet
2,501 to 6,000 cubic feet	\$2.30 per hundred cubic feet
6,001 to 12,000 cubic feet	\$2.60 per hundred cubic feet
12,001 to 18,000 cubic feet	\$3.70 per hundred cubic feet
over 18,000+ cubic feet	\$5.20 per hundred cubic feet
BASE/UNIT CHARGE:	\$30.00 per Reading Period

**PEPPERELL WATER DIVISION
2007 FEES & CHARGES**

(Effective July 1, 2007)

WATER USAGE QUARTERLY RATES:

0 to 2,500 cubic feet	\$1.80 per hundred cubic feet
2,501 to 3,000 cubic feet	\$2.30 per hundred cubic feet
3,001 to 6,000 cubic feet	\$2.60 per hundred cubic feet
6,001 to 9,000 cubic feet	\$3.70 per hundred cubic feet
over 9,000+ cubic feet	\$5.20 per hundred cubic feet
QTRLY. BASE/UNIT CHARGE:	\$15.00 per Reading Period

WATER RESTRICTION

VIOLATION:	\$60.00 First Offense
	\$120.00 Each Subsequent Offense

TURN ON FEE FOR HYDRANT: \$60.00

HYDRANT TAMPERING:	\$250.00
EACH SUBSEQUENT OFFENSE:	\$500.00

CONNECTION FEE FOR NEW SERVICE LINES:

1" LINE	\$2,927.00
1 1/2" LINE	\$5,854.00
2" LINE	\$9,367.00
4" LINE	\$29,271.00
6" LINE	\$58,542.00
8" LINE	\$93,668.00

(Note: per connection to existing town owner water system)

CONNECTION FEE FOR NEW FIRE

PROTECTION SYSTEM LINES:	2" LINE	\$4,500.00
	4" LINE	\$7,500.00
	6" LINE	\$11,000.00
	8" LINE	\$15,000.00

TAP WATER MAIN 1":	\$180.00
TAP WATER MAIN 2":	\$250.00

PEPPERELL WATER DIVISION
2007 FEES & CHARGES
(Effective July 1, 2007)

**INSTALL/ DIG SERVICE: EMPLOYEE(S) HOURLY RATE,
EQUIPMENT AND MATERIALS**

**INSTALL SERVICE (CUSTOMER DIGS): HOURLY RATE FOR
LABOR**

REPLACEMENT WATER METER (*Not Including Reader*): \$240.00
DEDUCT METER (*Includes Sales Tax + Reader*): \$283.50

**CORPORATION/CURB STOP/SERVICE BOX AND
INSERTS FOR 1" SERVICE: \$180.00**

**CORPORATION/CURB STOP/ SERVICE BOX AND
INSERTS FOR 2" SERVICE: PRICE BASED ON MARKET COSTS**

CELLAR STOP & BACKFLOW *FOR 1" SERVICE*: \$120.00

**CELLAR STOP & BACKFLOW FOR 1 1/2" OR 2" SERVICE:
PRICE BASED ON MARKET COSTS**

DRILL FOUNDATION: \$60.00

SAND TO BED PIPE: \$10.00/YARD

SPRINKLER SYSTEM: 4" - \$250/YEAR
(fees per fire system) 6" - \$500/YEAR
8" - \$1,000/YEAR

FLOW TEST: \$100.00

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1. Pipe size for any installation to be determined by Engineer of the applicant and approved by the Pepperell Water Division. Minimum size is one-inch for any service; six-inch for any main extension under 250 feet and eight-inch for any main extension over 250 feet.
2. The Pepperell Fire Department will determine the need for additional fire protection on sub-divisions or common driveways.
3. Cost of installation and connection fees for all water services will be charged to the applicant or homeowner. All fees must be paid in full prior to water turned on.

Connection fees will be determined by the diameter of the pipe that connects the meter for the property being served to the main distribution line. If the main distribution line has to be extended to provide access for the service connection, it will be paid for under an extension permit fee (covered in a subsequent section). All costs associated with the installation of any component necessary for the connection, including inspectional services, are separate from the connection fee and are the responsibility of the property owner.

Any additional connections on an existing service line, where such a connection is located between the tap and the meter for that line, will not require another connection fee unless it serves a structure for which an occupancy permit is required. Any structure for which such a connection is to be made must be done in accordance with Water Division regulations and all costs paid for by the owner.

Connection fees for lines dedicated only for a fire protection system will also be determined by the diameter of the pipe that connects the structure to the main line.

If an existing water line must be extended to provide access for a service connection, a permit fee of \$2.00 per linear foot of pipe installed will be charged in addition to the connection fees detailed above, regardless of the diameter. All costs associated with the installation are the responsibility of the property owner.

4. Only approved licensed and bonded contractors may perform repairs or work on components of the Pepperell Water System. No person will connect, or cause to be connected, any service pipe with the main and/or distributing pipes. Except by order of the Water Division made on such permit applications for new services.

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5. Periodic inspections of pipes, up to and the meter, may be made by a Water Division employee. Any defects in pipes between the curb stop and the house will be the responsibility of the property owner. The curb stop, cellar valve and meter are the responsibility of the Pepperell Water Division.
6. All persons allowing their meter to be damaged by frost will be held liable for all costs for repairing and replacing meter including estimated water lost.
7. Pepperell Water Division will require a 48 hour notice for a Final Read Out. Any Final Read Out required sooner than 48 hours will be subject to a fee of \$200.00.
8. Meters, valves and all areas related supplied with Pepperell Water, must be accessible at all times for inspection and maintenance by the Pepperell Water Division.
9. All second (deduct) meters will be inspected and approved by the Pepperell Water Division before any readings will be taken and applied to sewer charges. No Deduct Meters will be honored until inspection is completed. All readings will begin at the date of inspection.
10. All second (deduct) meters to be installed in the same areas as the main meter and reader will be installed as close as possible to the main meter. A final inspection from the Plumbing Inspector and the Water Division is required. Installation must meet all the requirements of the plumbing inspector, a copy of the Plumbing Inspector's final sign-off is to be given to the Water Inspector at the time of final inspection.
11. Service pipes or any fixtures of any description that are connected with the water mains of the Pepperell Water Division shall not under any circumstances be connected with any other sources of water supply. The Water Division has the right to immediately terminate water connections if it is found that any connection between potable and non-potable or private and town water supplies are found.
12. The Pepperell Water Division reserves the right to shut off water for the purpose of making alterations or repairs. Also, for the refusal of payment, not allowing access for the purpose of reading, maintaining, repairing or changing water valves, meters or other equipment.

**PEPPERELL WATER DIVISION
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13. In the event that a meter fails to register or is out of order, the Pepperell Water Division will notify the homeowner. If no effort is made by the property owner to allow access to repair or replace the water meter, the water usage will then be estimated based on previous history. No refunds will be granted if it is determined that overestimations are found. After three (3) attempts to contact owner, a registered notice of shut off will be sent and water service will be turned off.
14. When a discrepancy occurs between the inside and outside meter readings, the master meter inside will be the true reading and usage will be based on the inside reading.
15. Fire Hydrants will come under control of the Pepperell Fire Division for any firefighting situation (fires or necessary practice). In No Other Case Shall Anyone Be Allowed to Draw Water From, Exercise or Operate Any Fire Hydrant Within the Pepperell Water Division Distribution System Without Permission from the Pepperell Water Division. The Pepperell Water Division must be notified as soon as practical after the use of a hydrant for the purpose of inspection of all hydrants used.
16. Anyone with permission from the Pepperell Water Division to extract water from a hydrant will pay \$60.00 for a turn on fee and all water usage will be metered by the Water Division. Any person or persons taking water from any hydrant in the Pepperell Distribution System without permission from the Water Division will be fined \$250.00 for that offense and \$500.00 for any subsequent offense. Any person or persons taking water from any hydrant from the Pepperell Water Division System will be solely responsible to pay for any damages that may occur.
17. No water taker in the Pepperell Water Division System shall be allowed to supply another taker without permission from the Pepperell Water Division. The Pepperell Water Division shall shut off water to any water taker violating this order.
18. When a single family home is converted into a multi-family home, the additional units will be charged an additional base, connection, meter and inspection fee(s).
19. Any person who removes, changes, alters or damages any meter will be liable for all damages. All meter changes will be at the discretion of the DPW Director or his designee.

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20. The Town of Pepperell will be responsible for meters up to and including a one inch size. Any meter over a one inch size will be tested and maintained by the Town of Pepperell, with any repair or replacement costs forwarded to the property owner. Failure to pay for repair costs will result in water service termination.
21. The Pepperell Water Division will have an inspector on sites where new water mains and necessary fittings are installed on new developments, private roads, businesses or commercial sites. The Division will charge the hourly rate, (one hour minimum) which will be paid to the Water Division by the owner, contractor or developer. All materials used will meet the Pepperell Water Division's specifications.
22. All new water mains will be tested to a minimum of 175psi for one hour. This test must be witnessed by a Water Division Representative. All new water mains must be chlorinated to AWWA specifications. A bacteria test must be performed by an approved and certified laboratory. A result of zero must be determined or re-chlorination will be required. No water will be turned on until the Pepperell Water Division receives certified laboratory results and all fees are paid.
23. In the event that a tested line is left unused for over six months, a new bacteria test will be required and the property owner will be charged accordingly. If necessary, the water main will be re-chlorinated and re-tested before it is put into service.
24. No person shall turn on, shut off or tamper with, including but not limited to water main, hydrant, or any component of the water system. Person(s) found violating this policy will be subject to a minimum of a \$250.00 fine.
25. On all main leaks, service leaks, hydrant repairs or installations, the Pepperell Water Division will backfill to the existing grade. The Water Division will not be responsible for landscaping of any kind.
26. The Pepperell Water Division will be responsible from the water main to the curb stop only. Any repairs or installations from the curb stop to the building will be the responsibility of the property owner. Any repairs or installations must be inspected by the Pepperell Water Division. The Water Division will make all connections at the curb stop and will charge an hourly Inspection fee. For all new connections, the property owner or builder will be responsible for all roadway excavation, compaction and surface restoration. The Water Division will make service taps as well as make a "hole hawg" available for a fee(s). The Water Division will inspect all water related work. The Highway Division which requires a street opening permit will inspect all backfill compaction and pavement reconstruction.

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27. The Pepperell Water Division will be responsible for the cellar stop meter and outgoing meter connector only. Any leaks or problems after such point will be the owner's responsibility, as well as any water charges incurred.
28. Any leaks after the curb stop or meter (pit or otherwise) must be repaired within 72 hours of notification. All leaks and water charges after the curb stop or gate valve will be the responsibility of the homeowner(s). All repairs must be inspected by a Water Division Employee before the water is turned on. The Water Division is not responsible for leaks or repairs on private property. If any leak is causing safety issues or flooding problems, the homeowner will be required to repair leak immediately after notification.
29. The Pepperell Water Division shall not in any way or under any circumstances be held liable or responsible to any person or persons for any loss of damage from any excess or deficiency in the system pressure, volume or supply of water due to any cause whatsoever. The Pepperell Water Division will undertake to use all reasonable care and diligence to avoid interruptions and fluctuations in the service, but cannot and does not guarantee that such will not occur.
30. Any person making application for water use having a design demand in excess of 3,000 gallons per day shall submit a concept plan with sufficient information so that the Applicant can generate a Water Impact Report. This report shall define the plans of impact on the Division's current and future water demand and existing water supply system. Secondly, this plan shall stipulate conditions that the applicant shall meet to mitigate the effects of this impact. The Water Impact Report shall be reviewed and approved by the D.P.W. Board, costs associated with generating the Water Impact Report shall be borne by the Applicant.
31. Any damages caused by neglect, change of grade or excavating will be the responsibility of the party doing the damage as well as any costs of materials and labor to repair.
32. Flow testing may only be performed between April 1st through November 30th of every year, weather permitting. A 72 hour notice is required prior to testing. Flow tests may only be performed by Water Division personnel.
33. The following Cross Connection guidelines must be followed:

The purpose of the cross connection program is to protect the Town's potable water supply from the possibility of contamination or pollution by isolating such contaminants or pollutants which could backflow or backsiphon into the public water supply system; to promote the elimination or control of cross connections, actual or potential, between a consumer's in-plant potable water system and non-potable water

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systems, plumbing fixtures and industrial piping systems; and to provide for the maintenance of a continuing program of cross connection control which will systematically and effectively prevent the contamination or pollution of all potable water systems from cross connections.

As provided in the Federal Safe Drinking Water Act of 1974, Public Law 93-523, and the Commonwealth of Massachusetts Drinking water regulations, 310 CMR 22.22, Cross Connections; the Town has the primary responsibility for preventing water from unapproved sources or any other substances from entering the public water system.

The Pepperell Water Division is responsible for the protection of the public potable water supply from contamination or pollution due to backflow or backsiphonage of contaminants or pollutants through a potable water service connection. If as a result of a survey of the premises, the Water Division determines that an approved backflow prevention device is required at the Town's water service connection or as inplant protection on any consumer's premises, for the safety of the potable water supply, the Water Division shall give notice in writing to said consumer to install approved backflow prevention device(s) as required. The consumer, shall within the time frame determined by the Water Division, install by a licensed plumber such approved backflow prevention device(s) at the consumer's expense.

Failure, refusal, or inability to install said device(s) within the specified time shall constitute grounds for shutting off water to the premises until such device(s) has been properly installed and any fines or charges for shutting off and turning on water have been paid.

No water service connection to any premises shall be installed or maintained by the Pepperell Water Division unless the water supply is protected as required by Massachusetts 310 CMR 22.22 and this Regulation. Service of water to any premises shall be discontinued by the Water Division if a backflow prevention device required by this Regulation is not installed, tested and maintained, or if it is found that a backflow prevention device has been removed, by-passed, or if an unprotected cross connection exists on the premises. Service shall not be restored until such conditions or defects are corrected.

In the case of a premises on which any industrial fluids or any other objectionable substances are handled, in the opinion of the Pepperell Water Division, in such a fashion as to create an actual or potential health hazard to the public water supply, the public water supply shall be protected against backflow from the premises by requiring the consumer to install approved backflow prevention device(s) in the service line as to provide containment protection.

The location of each approved backflow prevention device with respect to the plumbing on the premises and the service connection to the premises shall be based upon the degree of existing or potentially existing health hazard, and shall conform to

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Pepperell Water Division's requirements and other specific requirements in accordance with Massachusetts 310 CMR 22.22 (4)(a) and (4) (b).

All commercial, industrial and institutional users of the public water system shall be required to install and maintain an approved backflow prevention device for building containment. This device shall be installed immediately downstream of the water meter or at the point of service entrance, as so there are no draw-offs or tee's upstream of said device.

All backflow prevention devices required by Massachusetts 310 CMR 22.22 shall be tested as required in 310 CMR 22.22 (9) (d). In those instances where the Pepperell Water Division deems the hazard to be great enough, the Water Division may require certified inspections at more frequent intervals.

The Consumer shall be responsible for applying for and obtaining all necessary approvals and permits for the maintenance of cross connections and installation of backflow prevention devices, and applying annually to Massachusetts Department of Environmental Protection for the renewal of each permit.

All decisions relating to the determination of backflow devices with regards to the Cross Connection Program will be made by the Pepperell Water Division. Failure to comply with any directive from the Water Division will result in termination of water service.

All costs for inspections, tests, and other Water Division activities resulting from the implementation and operation of the Cross Connection Program shall be the responsibility of the consumer.

34. Backflow testing is performed twice a year. According to state regulations, all devices will be tested by the Pepperell Water Division or a authorized representative. In the event of a failed device, repair/replacement as well as re-testing must be conducted within 10 days of installation or repair. Failure to follow this procedure will result in water service termination.
35. All fire protection systems connected to the town's water supply must be protected with a state approved backflow device; such device(s) will be tested according to Massachusetts Department of Environmental Protection's recommendations.
36. Effective May through October of every year, the Town of Pepperell Water Division implements an odd/even voluntary water ban. Should conditions require, this conservation measure will become a mandatory ban as declared by the Board of Public Works. Violations will be subject to a fine.

SPECIFICATIONS ON WATER INSTALLATIONS **FOR THE PEPPERELL WATER DIVISION**

1. Only Licensed, Bonded and Approved Contractors will be allowed to repair, install or work on water system components.
2. All valves and hydrants will be open left.
3. All pipes, valves and fittings to be North American made.
4. All valves will be resilient wedge, unless otherwise approved by the Water Division Superintendent.
5. All valves, hydrants and mechanical bends will be thrust blocked to Water Division's approval. All fittings must be restrained with mega-lug grip ring or other approved methods. All gate valves used are to be epoxy coated, resilient seal and open left, unless otherwise approved.
6. Only compression connections will be allowed on brass fittings, whenever possible low lead brass will be used. Water Division must approve brands.
7. All ductile, plastic or cast iron pipe and fittings shall meet all AWWA specifications. Plastic PE 200 PSI CTS Tubing or approved alternate for water services.
8. The Water Division must approve all materials used. Only Open Left Mueller 5 ¼ or Darling B-82B Hydrants will be used. All other brands must be approved by the Pepperell Water Division.
9. All water lines must be approved by the Pepperell Water Division: one-inch minimum for service connections; six-inch minimum for mains under 250 feet and a eight-inch minimum for mains over 250 feet.
10. Ductile iron pipe with size to be determined by the applicant's engineer and approved by the Water Division will be used. Alternate materials, must meet all requirements of AWWA specifications, will be considered at the sole discretion of the DPW Director of his designee.
11. All excavating and backfilling will be inspected by the Pepperell Water Division. (Minimum depth 4 feet six inches, maximum depth 7 feet).
12. Metallic caution tape will be installed two feet above any water line installed.

SPECIFICATIONS ON WATER INSTALLATIONS

13. The Pepperell Water Division will require at least one (1) foot of sand backfilled for all pipes, valves and bends. Fire hydrants will be backfilled with at least a half yard of 3/4" stone for drainage purposes.
14. The Pepperell Water Division, if requested, will make service taps, one-inch and two-inch only. The property owner or developer will be responsible for all excavation, backfill, compaction and surface restoration. The Water Division will inspect all water related work. The Highway Division, who requires a road opening permit, will inspect all backfill, compaction and surface restoration.
15. The Pepperell Water Division reserves all rights to refuse to excavate a water line due to length, ledge and any unforeseen circumstances.
16. There will be an inspection charge for any Water Division Employee who physically inspects work done by anyone outside of the Pepperell Water Division.
17. All work installed by private contractors will be inspected by the Pepperell Water Division and be subject to an inspection fee (one hour minimum).
18. All gate box sections and service boxes will be straight and up to finish grade.
19. All valves, hydrants, and mechanical bends will be installed with mega-lug and grip rings and be thrust blocked..
20. As-Built drawings with ties from permanent objects will be submitted to the Pepperell Water Division. Including all main gates, fittings, curb stops and corporation stops. All main gates, fittings, hydrants, curb stops and corporation stops must be located on the as-built drawings, as well as all main lines and service lines.
21. Pepperell Water Division will be responsible from the main to curb stop only. Pepperell Water Division will not be responsible for any lines on private property including all mains, services or fittings on private driveways. The Water Division will flush fire hydrants periodically to maintain water quality.
22. Pepperell Water Division will be responsible for the cellar stop meter and meter connector only. The Water Division will not be responsible for any damages because of frost or neglect. The Water Division will not be responsible for any plumbing after the meter.

SPECIFICATIONS ON WATER INSTALLATIONS

23. Only full bodied mechanical joint tapping sleeves are to be used.
24. Minimum clearance from any drain or other utility will be three (3) feet horizontal and 18" vertical, unless otherwise approved or regulated by town or state regulations.
25. When multiple service taps are to be installed in close proximity to each other a minimum number of taps should be used, i.e., a two-inch service line with one-inch tees versus multiple one-inch taps. A minimum of 18" separation between taps is required and a minimum of 3 foot separation from any valve bell or fitting.
26. The Fire Department will make the determination if fire protection will be required on a private driveway or development. The Water Division will require hydrants at 500 foot intervals and will require a hydrant at the end of the line for flushing. Whenever possible a loop will be required.
27. The Pepperell Water Division reserves the right at any time to enter a building for the purpose of a cross connection survey or to inspect any equipment owned, tested or maintained by the Water Division.
28. The Pepperell Water Division reserves the right, after appropriate notice, to begin a residential cross connection survey and testing program of all residential accounts, unless it can be determined that no connection to town water exists.
29. With all new installations, water mains or services must be installed on opposite sides of roadways, driveways or easements from electric, telephone or cable systems.
30. Prior to a structure being demolished, the water service must be shut off, meters removed and service disconnected from the curb stop before any work begins. It will be the responsibility of the owner or developer to notify the Water Division and to excavate for the disconnection; the Water Division must witness and inspect. A fine of a minimum of \$250.00 may be charged if this procedure is not followed.
31. Any person requesting a tie-in to town water must fill out application and pay in full all demand/permit fees before any work is performed. All additional fees or costs must be paid prior to water being turned on.