

Town of Richford, Vermont



Water System Rules and Regulations

Proposed Updates 9/16/24

Town of Richford
Water System Rules and Regulations

<u>SECTION</u>	<u>DESCRIPTION</u>	<u>PAGE</u>
Section 1	Definitions	43
Section 2	General Information	76
Section 3	Application for <u>New Service</u>	8
Section 4	Installation of Service	87
Section 5	Jobbing	9
Section 6	Connection Fees	98
Section 7	Service Line Trench	98
Section 8	Stop and Waste Valves	9
Section 9	Cold Weather Construction	10
Section 10	Denial or Postponement of Service	- 109
Section 11	Water Rates and Charges	- 109
Section 12	Billing Procedures	- 109
Section 13	Responsibility for Water Charges	10
Section 14	Access to Premises	110
Section 15	Discontinuance and Restoration of Service	11
Section 16	Interrupted or Unsatisfactory Service	-12
Section 17	Unauthorized Use of Water	13
Section 18	Restriction or Unsatisfactory Service	13
Section 19	Maintenance and Plumbing	13
Section 20	Service Line Leaks	143
Section 21	Cross Connections, Protected	14
Section 22	Fluctuations of Pressures by Customers' Apparatus	15
Section 23	Water Meters	154
Section 24	Water Use Adjustments	166
Section 25	Fire Hydrants	17
Section 26	Tampering with Public Water Systems, Prohibited	17

Section 27	Water Main Extension, Plan Approval, and Construction.	17
Section 28	Conflict	18
Section 29	Penalties.	18
<u>Section 30</u>	<u>Private Water Lines</u>	<u>19</u>
Section 31 ¹⁰	<u>Water Rules & Regulations in Effect</u> Ordinance in Effect	19
Attachment 1	<u>Special Charges</u> Water Rates and Charges <u>Current Schedule</u>	20
	20	
Attachment B:	Notice of Unpaid Bill and Disconnection	22
Attachment C:	Water Meters	24
	Effective Date	25

Town of Richford
Richford, Vermont

Water System Rules and Regulations

The Town of Richford by and through the Selectboard ordains that the Regulations herein set forth are established as necessary and desirable for regulating the use of water systems and providing penalties thereof in the Town of Richford, State of Vermont. Be it ordained and enacted by the Selectboard, of the Town of Richford, State of Vermont, as follows:

SECTION 1 DEFINITIONS

- A. Unless the context specifically indicates otherwise, the meaning of the terms used in this Regulation shall be as follows:
1. "Base Fee" shall mean a minimum water charge per business or residential unit over ~~as~~ specified time period that is assessed ~~for~~ the owner regardless of whether a meter exists for each unit or for several units.
 2. "Business Unit" shall mean an office, place where business is carried out or where employees are stationed: a store, beauty salon, gasoline station, school clinic, or any other place of business that is not residential and is separately operated and distinguished from other business in the same building.
 - ~~3. "Cellar Stop" shall mean the valve is installed on the service pipe after it enters the building and before the water.~~
 - ~~4.3. "Clerk" Shall mean the duly elected person who sends out water bills, receives payments for water charges and issues notices for disconnection of service.~~
 - ~~5.4. "Cold Weather Construction" shall mean non- emergency construction work on the water system during the period December 1 to April 1, especially distribution mains and/or service lines during the period December 1 to April 1.~~
 - ~~6.5. "Commercial" Shall mean any building for use other than for residential or industrial purposes.~~
 - ~~7. "Commissioner" shall mean the Appointee of the Selectboard designated as responsible for management and operation of the public water system.~~
 - ~~8.6. "Commissioner" shall mean the Town Selectboard. (Amended 7-10-2006)~~

~~9-7.~~ “Cross Connection” shall mean any direct or indirect pipe connection between the potable water supply and another supply of liquid gas.

~~10-8.~~ “Curb Stop” shall mean the valve on the service line to which the building service line is connected in providing water service to the user.

~~11-9.~~ “Customer” shall mean any person, firm, corporation, government, or governmental subdivision who is granted water service or is responsible for payment of water service

~~12-10.~~ “Department” or “Water Department” means the organization responsible for management and operation of the public water system.

~~13-11.~~ “Discontinuance of Service” shall mean deliberate interruption of water service by the Town to the User (for reason of delinquent payment, prevention of excessive water loss, or to protect against contamination of the system).

~~14-12.~~ “Distribution Main” (“water main” or “main”) shall mean the primary supply pipe from which service connections are made to supply water to the User through service lines.

~~15-13.~~ “Emergency Termination of Water Service” shall mean execution of an immediate water service shut-off due to:

- a. Water leakage between the curb stop and building.
- b. Discovery of a direct and unprotected cross connection.
- c. Unauthorized excessive use of water.
- d. Violation of special “restrictive use” orders issues by the governing body; or,
- e. Any other situation that could contaminate or significantly deplete available water in the system.

~~16-14.~~ “Extension or Water Main Extension” shall mean any extension of distribution mains in accordance with the rules, regulations, standards, and specifications of the Town.

~~17-15.~~ “Industrial Facility” shall mean any structure(s) used or intended for use as a business enterprise for manufacturing, processing, or assembling any ~~products-produce~~, commodity, or article.

~~18-16.~~ “May” is permissive, indicating a choice. “Shall” is mandatory.

~~19-17.~~ “Operator” means the person designated by the Selectboard to operate the water system.

~~20-18.~~ “Owner” means the person, firm, corporation, trusteeship, or governmental agency that has title to the property that is serviced and ultimately responsible for the payment of all rates, fees, and charges.

~~21-19.~~ "Person" means an individual person, owner, corporation, church, business, governmental agency, or estate.

~~22-20.~~ "Property Owner" shall mean that person(s) identified as owner of the property by recorded deed.

~~23-21.~~ "Reasonable Hours" shall mean between 8:00 a.m. and 3:00 p.m.

~~24-22.~~ "Residential Unit" shall mean an livable abode which includes as a minimum, a kitchen, or kitchenette, bathroom, a bedroom or other room that serves as sleeping quarters.

~~25-23.~~ "Selectboard" means the elected Board that represents the public body ~~politic~~.

~~26-24.~~ "Service Line – Building" shall mean the water pipe connected on one end to the curb stop and the other end terminating just inside the User's building to provide water service.

~~27-25.~~ "Service Line – Municipal" shall mean the pipe running from the distribution main to and including the curb stop at the property line of the User or to the edge of the right of way.

~~28-26.~~ "Subdivision" shall mean the division of any land, parcel, or area of land into two or more lots or parcels for the purpose of conveyance, transfer, improvement, or sale, which may include appurtenant roads, streets, lanes, alleys and ways, dedicated or intended to be dedicated to public use.

~~29-27.~~ "Tap" shall mean any connection of a service line or distribution main or extended main to the main.

~~30-28.~~ "Town" means the Town of Richford which is a legally established political subdivision of the State of Vermont.

~~31-29.~~ "Unconnected Properties" shall mean those properties with boundary line(s) 200 feet or less from the distribution mains which do not receive water service.

~~32-30.~~ "Unit shall mean any building or specific portion thereof which is separately identifiable as:

- a. Residential: Self-contained housekeeping facility for one family (house, duplex, apartment, condominium, mobile home)
- b. Commercial: Individual, ~~self-contained facility~~ or business such as a store, hotel, garage
- c. Industrial: Individual, ~~self-contained facility~~ for use in manufacturing or industry.

All unit designations shall be as determined by the Selectboard.

~~33-31.~~ "Users" shall mean any person who is a customer and who receives water from the Town through the pipe connection.

~~34-32.~~ "Town Office" shall mean the place designated by the Selectboard ~~body~~ as the place to receive applications for service, receive payments of water bills, and where public notices and notices of discontinuance of service are generated.

~~35-33.~~ "Town Representative" means a member of the Selectboard the clerk, the treasurer, the commissioner, or the operator.

~~34.~~ "Water Shut-off" shall mean discontinuance of service.

~~36.~~

~~37-35.~~ "Water System – Public" shall mean the potable water system owned and operated by the Town. This system includes all sources, pipes, storage, and treatment facilities that convey potable water between the source and the curb stop.

~~38-36.~~ "Water System – Private" shall mean any water system located on the customer's premises or property not supplied by the public water system. The system may be potable or non-potable.

~~39-37.~~ "Water System – Secondary" shall mean any distribution system not owned by the parent municipal system but served by the municipal water system.

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SECTION 2 General INFORMATION

- A. Information concerning water services, rates, regulations, or other matters can be secured by calling the Town Clerk's office, ~~Town of Richford~~, workdays at 848-7751. On weekends (Saturday, Sunday, or holidays and during non-working hours) emergencies should be reported to the Commissioner.
- B. Full-time employees will carry appropriate identification and will show same upon request to the property owner or their authorized agent. Impostors should be reported at once to the Town Clerk, 848-7751. (amended 7-10-2006)
- C. Rules and Regulations: The following rules and regulations and all subsequent changes, amendments and additions thereto shall constitute a part of the contract between all water customers (whether persons, corporations, or property owners) and the DEPARTMENT Commissioners. Every customer using the Town water system shall be considered as having expressed consent to be bound by these Rules and Regulations.

~~D. Rules and Regulations: The following rules and regulations and all subsequent changes, amendments and additions thereto shall constitute a part of the contract between all water customers (whether persons corporations or property owners) and the DEPARTMENT Commissioners. Every customer using the Town water system shall be considered as having expressed consent to be bound by these Rules and Regulations.~~

A copy of these Rules and Regulations shall be available to each customer and can be obtained at the Town Clerk's office by letter, telephone or in person. All customers should read these rules and regulations carefully, as failure to know the Rules and Regulations will not excuse anyone from the consequences of neglect of such Rules and Regulations.

SECTION 3 APPLICATION FOR NEW SERVICE

A. ~~Applications for new service~~for service shall be ~~made to in writing at~~ available upon request at the TOWN Office. ~~Such The~~ application shall be made by the owner ~~of the premises~~ who shall be responsible for payment of the connection fee and subsequent water charges (refer to Attachment No. 1 "~~Special Charges~~"~~Water Rates and Charges~~—~~Current Schedule~~").

~~B. Application for water service shall include the following:~~

- ~~1. Location and legal description of the property;~~
- ~~2. Full and accurate statement of the purpose for which water will be used; and,~~
- ~~3. Site plans or drawings requested by the Department.~~

~~C. B.~~ Additional information shall be required of:

1. Multiple Dwelling Units
 - a. Total number of living units.
 - b. Estimated daily consumption.
2. Commercial/Industrial Buildings:
 - a. All aspects of this type of application will be subject to careful review by the Selectboard prior to approval.
 - b. Copies of all required approvals of State and Federal agencies shall be furnished to the Selectboard.
 - b.c. Estimated Daily Consumption.
3. Developments: See Section 27.

SECTION 4 INSTALLATION OF SERVICE

A. OWNERSHIP INSTALATION AND MAINTENANCE OF SERVICE LINES:

All service lines from the distribution main to the curb stop shall be owned, installed, and operated by the TOWN (cost of installation shall be paid by property owner). Repairs and replacement shall be done by the TOWN. The service line from the curb stop to the meter shall be installed, owned, and maintained by the customer. In a new development, however, the SELECTBOARD may permit the developer to install the municipal service line if done in accordance with standards of the TOWN. Minimum service line diameter for a single-family residence shall be ¾ inch. All service lines installed shall be constructed with materials approved by the Water Department which abides by the drinking water standards from the Department of Environmental Conservation. type K copper, and all fittings shall U.S or Canadian manufactured brass unless waived by the SELECTBOARD because of aggressive water or a building services line longer than 100 feet.

B. CURB STOPS

Curb stops shall be installed by the DEPARTMENT at the property line of the R.O.W. in which the pipes lie and remain under its control and ownership. There shall not be a waste port for draining water from the

service line unless the DEPARTMENT is satisfied that the top of the highest water table is at least 12 inches below the bottom of the valve.

SECTION 5 JOBBING

- A. Whenever the TOWN undertakes to do work for a customer at the customer's expense, application for such work shall be made in writing by the customer. The Town may require a deposit of money equal to the SELECTBOARD'S estimated cost of construction of the portion of the service line from the curb stop to the meter. The application shall include the required connection fee. Within ten (10) days following completion of the work, a bill shall be sent to the customer and any excess deposit will be promptly returned and any amount due in excess of the deposit shall be payable to the TOWN.

SECTION 6 CONNECTION FEES

- A. A connection fee shall be due and payable to the Town Clerk before a new service connection is constructed and only after the SELECTBOARD has approved the connection.
- B. The owner will be responsible for the following charges:
 - 1. Connection fee (refer to Attachment No. 1 "~~Water Rates and Charges — Current~~ Special Charges").
 - 2. Installation costs.
 - 3. Digging and paving costs
 - 4. Must obtain and pay for any permits or easement required for digging across roads, highways, or property of others.

SECTION 7 SERVICE LINE TRENCH

- A. Water service pipes shall not be laid in the same trench with another pipe unless the other pipe contains drinking water from the same system or has been plugged and abandoned. The water service line shall be kept at least 10 feet away from all combined or sanitary sewers including house sewers and shall not be laid in the same trench with a sewer line. Five feet shall represent a minimum distance between storm sewers and the water line. An abandoned sewer line shall have 20 feet of pipe removed and all remaining ends sealed with concrete. The Town considers the common use of a trench for water lines, sewer pipes, and electrical lines to represent an unacceptable construction practice. Common trench construction shall be grounds for denial or discontinuance of water service.

SECTION 8 STOP AND WASTE VALVES

- A. Every water service shall be provided with two operable stop and waste, gate, or quarter turn valves (rated at 150 pounds per square inch) located inside the building near the service entrance, easily accessible, protected from freezing, and installed on the inlet and outlet sides of the water meter as close to the foundation wall as practicable. The installation of these valves is the responsibility of the customer.

SECTION 9 COLD WEATHER CONSTRUCTION

~~A.~~ New service or extension of mains shall not be constructed during the period Dec 1. to April 1. However, on approval of the Selectboard and if the customer agrees to pay for the extra expense incurred as a result of cold weather, by written consent, cold weather construction may be permitted.

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SECTION 10 DENIAL OR POSTPONEMENT OF SERVICE

A. The DEPARTMENT may deny or postpone service due to: cold weather, insufficient water, insufficient pressure, absence of a deposit of money for service line construction; to prevent contamination through a cross connection, when an applicant resides outside the former Village boundaries, or when the DEPARTMENT determines that the service line leaks or does not meet the material standards of the TOWN.

SECTION 11 WATER RATES AND CHARGES

- A. Water rates shall be set on an annual basis as needed to meet the demands of the budget. ~~New rates will be in effect in October of each year, and which~~ will be reflected in the billing issued the following ~~April year.~~
- B. Water charges will be amended as needed to comply with the VSA Title 24, Chapter 129, Section 5144.
- ~~C. Refer to Attachment No. 1 – “Water Rates and Charges – Current Schedule”.~~

SECTION 12 BILLING PROCEDURES

A. ~~Bills will be issued semi-annually. Meters will be read during the months of April and October. Bills will be prepared at the office of the Town Clerk and are payable there.~~ Bills will be rendered in the name of the property owner. Said bills are due immediately and will be considered in arrears if unpaid by the due date. Interest may be charged to all bills in arrears at the rate of 12% per annum or the maximum rate allowed under state law, whichever is less. A late penalty of 8% will also be applied to all bills in arrears. All overdue bills become a lien upon the real property. Bills in arrears shall be due and payable in accordance with procedures set forth in 24 V.S.A Chapter 129.

SECTION 13 RESPONSIBILITY FOR WATER CHARGES

A. The OWNER of the premises served by the water system is responsible for payment of all charges for water service rendered to the property. The OWNER is obligated to pay at least the minimum base fee regardless of whether water is shut off or turned on and regardless of whether the residence or business is occupied. If the owner wishes to be disconnected from the water system, he or she shall notify the clerk in writing of such intention. On receipt of the required disconnection fee, the Town shall terminate service by shutting off the curb stop and installing a lockout device.

- B. In multi-occupant dwellings, each living unit or apartment shall be considered as a separate service for billing purposes. Change in ownership of property does not relieve the customer or the property owner of any charges accrued for water service until written notice of the change has been received by the DEPARTMENT.
- C. New owners will file with the DEPARTMENT Town Clerk's Office an application requesting ~~in writing for~~ water service. New owners using water at their premises without proper written application for the water service shall be:
 - 1. Liable and responsible for all water service provided and used since the previous billing period.
 - 2. Subject to penalties provided by law for unauthorized use of water.
 - 3. Subject to service termination by the DEPARTMENT.

SECTION 14 ACCESS TO PREMISES

- A. Water system employees, contractual agents of the TOWN, member of the SELECTBOARD, the water system operator, the commissioner, and the clerk, with the suitable identification, shall have access to all premises served water at all reasonable hours during any day of the week, except state or federal holidays and Sundays (unless an emergency is believed by the SELECTBOARD to exist) for the purpose of inspecting plumbing and fixtures, identification of cross connections, to set, remove, or read meters, to ascertain the amount of water used and the manner of use and to enforce these regulations. If a customer or building occupant prohibits access to the premises, the customer or occupant must immediately arrange for an inspection that will take place within 24 hours, otherwise water service may be discontinued and the established disconnect and reconnect fees will apply. Reconnection shall not be made until an authorized TOWN representative has been permitted to inspect the premises and finds no valid reasons to continue the disconnection of service.

SECTION 15 DISCONTINUANCE AND RESTORATION OF SERVICE

- A. Bills for water service are due and payable to the clerk when received as indicated on the statement and shall be considered delinquent when unpaid by the due date. Water service may be discontinued:
 - 1. By reason of nonpayment of water bills
 - 2. To eliminate a health hazard
 - 3. For violation of any special-order restricting water use.
 - 4. For fraudulent use of water.
(amended 7-10-2006)
 - 5. Denial of access to repair or inspect meters.
- B. Collection Fees, Disconnection Fees, and Reconnection Fees regarding nonpayment of water bills shall be assessed in accordance with 24 V>S>A Chapter 129 and are listed in Attachment No. 1 "Water Rates and Charges – Current Schedule".

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- C. If the customer requests a hearing, with the water commissioner, one shall be held within five workdays of the request to determine if water service will continue to be denied, or if to be restored, then under what conditions. Service, once discontinued, shall not be restored until the reason for discontinuance of service has been eliminated. Before service is discontinued for the delinquency of payment, the TOWN shall follow the procedure set forth in 24 V.S.A. Chapter 129. A uniform Water Disconnect Form (see Attachment No. 2) will be mailed at least 14 days in advance of the shut-off date.
- D. Shut-off on account of delinquency of water rate payment will not be made on a day immediately preceding a Saturday, Sunday, or a state holiday.
- E. When the SELECTBOARD dispatches an agent to ~~effect~~affect a shut-off caused by delinquency of payment, and upon arrival, payment is made to the agent for all charges due including the collection fee as permitted under 29 V.S.A Chapter 129, service will be permitted to continue.
- F. If a violation of rules, health hazard, or emergency incident results in a shut-off, the reconnection charge will be assessed for resumption of service in addition to the disconnection charge if the problem is determined to be the responsibility of the customer.
- G. After correction of the cause of water shut-off, a reconnection fee plus any unpaid required fees shall be due and payable before service will be continued.

SECTION 16 INTERRUPTED OR UNSATISFACTORY SERVICE

- A. The DEPARTMENT does not guarantee a continuous supply of water. No responsibility will be assumed for any damage to any apparatus in any house or building due to shutting off water without notice by reasons of shortage of supply, repairs, pipeline breaks, extensions, connections, placing or replacing meters, or for any reason beyond the control of the DEPARTMENT.
- B. The DEPARTMENT will not be responsible for meeting unusually high-water quality standards for specialized industrial processes for its customers nor will it be held responsible for interruption service or poor water quality caused by legitimate use of the fire hydrants.
- C. No persons shall be entitled to damages, nor to have any portion of a payment refunded for any stoppage occasioned by accident to any portions of the water works, not for stoppage for purposes of additions or repairs, nor for non-use occasioned by absence.
- D. Notice of interruption of service is not required. While it is the intention to give notice, as far as possible, in advance of any work which must be done that will necessitate interruption of the supply, such notice is to be considered a courtesy only and not a requirement of the part of the DEPARTMENT. In case of a break in a pipeline, water will be shut off without notice. Failure of tenant or property owner to receive notice of interruption of service shall entail no liability on the part of the Department or its employees.

- E. Property owners should install range boilers, hot water tanks and all other equipment connected with the water supply system in such a manner that damage will not occur if the water is shut off without notice.

SECTION 17 UNAUTHORIZED USE OF WATER

- A. The DEPARTMENT will prefer charges against any person who shall, without proper authorization from the Department:
 - 1. Tap or make any connection with any street main or service or disruption pipe.
 - 2. Open any gate or valve or hydrant connected with said system.
 - 3. In any way or by any devise obtain the use of water without authorization. This shall include operation of curb valves by repairment and plumbers for any purpose.
- B. Resale of water: No consumer will, except with the written consent of the Department, be allowed to furnish DEPARTMENT water to other persons or property or to suffer such persons to take it themselves. Violations of this regulation may cause the supply to be shut off and any water charge already paid to be forfeited.
- C. Water must not be allowed to run to waste through any facets or fixtures to prevent freezing or kept running for any longer than necessary for its proper use. The DEPARTMENT is required to restrain and prevent any and all waste of water and to that end may, when necessary, turn off the water or take such other action as, in its judgement, appears proper.
 - 1. Exceptions to this rule will be granted on a case-by-case basis by the SELECTBOARD in order to allow customers to make repairs to prevent freezing. Requests must be made in writing to the Town Clerk. An exception will be granted for a period of one (1) year or until the customer makes sufficient repairs to prevent freezing, whichever is less.

SECTION 18 RESTRICTION OR PROHIBITING OF CERTAIN WATER USES

- A. When necessary to conserve the water supply, the TOWN may restrict or prohibit the use of hoses and sprinklers and any other non-essential water use or water-using device for all customers. Such notice shall be posted in at least three places in the former Village area. Violation of a TOWN notice, directive or order to conserve water by a customer after one verbal or written reminder by a TOWN representative shall be grounds for immediate discontinuance of service. A hearing shall then be held, if requested by the affected customer, to determine if the water will continue to be shut off or water service restored. The hearing, if requested shall be held by the SELECTBOARD within five days of such request. If the SELECTBOARD determines the shut-off was due to a violation of TOWN notice to conserve, the shut-off and reconnection fees shall apply. If it is determined that no violation occurred, then there will be no shut-off or reconnection charge, and water service will be restored as soon as possible but at least by the following day.

SECTION 19 MAINTENANCE AND PLUMBING

A. To prevent leaks and damage all customers shall maintain at their own expense the plumbing and fixtures within their own premises in good repair and provide protection from freezing. The cost of replacement or repair of a meter damaged by freezing, or otherwise damaged by customers, occupants, or others, shall be paid by the customer on receipt of a bill submitted by the TOWN.

A-B. In the event of frozen water line, customers shall be responsible for the water line from the house to the curb stop.

SECTION 20 SERVICE LINE LEAKS

A. In the event a leak is discovered in an owner's existing service line, water may be shut off by a representative of the TOWN and restored after the repair is made. The customer is responsible for the cost of the repair or replacement of the building service line. The SELECTBOARD may require a larger than ¾ inch I.D. service line when the water demand flow rate will exceed 15 GPM. Also, if a building service line is discovered or known by the SELECTBOARD to be constructed of materials not meeting the TOWN'S materials standards, the TOWN may require the owner to replace the line with approved pipe materials regardless of whether or not the line has leaked in the past.

A-B. In the event that a homeowner experiences a water leak, and this leak is reflected in their water/sewer bill, the homeowner may request forgiveness of a portion of their bill. The request must come from the homeowner and must be in writing. The request must also be accompanied by documentation evidencing the increased water/sewer bill was the result of a leak. Any request that is not accompanied by documentation evidencing a leak will not be considered. The decision to approve or not approve any request for forgiveness is at the sole discretion of the select board. If a request for forgiveness is approved the homeowner's bill will be adjusted as follows. The homeowner will be responsible for payment of all applicable base charges for both water and sewer. An average of the past three years usage will be calculated for the account. The homeowner will pay the full usage charge based on this three-year average. Any usage over and above the three-year average will be charged at a reduced rate. Any usage over the three-year average up to 100,000 gallons will be billed at 40 % of the current usage rate. Between 100,000 and 200,000 gallons will be billed at 30 % of the current usage rate, and anything over 200,000 gallons above three-year average will be billed at 20 % of the current usage rate. In the event that a three-year average for usage cannot be determined any adjustment to the bill will be determined by the select board and Town Treasurer and not subject to the above formula.

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SECTION 21 CROSS CONNECTIONS, PROTECTED

A cross shall not be created without the approval of the SELECTBOARD. If permitted, it shall be protected against backflow and/or back siphonage, in accordance with accepted cross-connection control methods established by the Vermont Department of Health. In addition, a connection capable of permitting backflow from any other source of water any plumbing fixture device, or appliance or from any waste outlet or pipe having direct connection to waste drains to the public water system is prohibited. If the owner of the building involving such a connection fails or refuses to eliminate or properly protect the cross connection within a period of time established by the SELECTBOARD, water service shall be discontinued.

SECTION 22 FLUCTUATIONS OF PRESSURES BY CUSTOMERS' APPARATUS

- A. Customers shall not install water pumps or high-rate water consumption devices that will adversely affect the water system's pressure or operating conditions or use water so as to unduly interfere with the service of another customer. Where a customer has or proposes to install apparatus which requires water sudden and/or large quantities, which will reduce the operating pressure in the main or service line substantially, or cause damage or inconvenience to other customers or damage to the water system, the SELECTBOARD shall require the customer to install devices which will confine such fluctuation of demand and pressure to within reasonable limits determined by the governing body. If the customer, after receiving written notice from the TOWN, fails to offer an acceptable remedial plan within a time limit set by the SELECTBOARD, a hearing shall be held within five days to determine whether or not service will continue. If waiting the five days for a hearing to be scheduled will, in the opinion of the SELECTBOARD, pose a public health threat to other customers, then water service shall be immediately terminated until it is established at a hearing what action, if any will be taken. Such action may include continued termination of service or restoration of service on receipt of disconnection and reconnection fees plus assurance of the installation of proper backflow or other devices to maintain pressure changes within an acceptable range.

SECTION 23 WATER METERS

A. General

Where possible, water will be sold on the basis of metered measurements. When it is impractical to install a meter such as in a mobile home and on approval by the SELECTBOARD the equivalent user fee shall be used to establish water charges. A meter shall be installed by a licensed plumber, said plumber will need to file a form with the town clerk upon completed the work, The however the Town may install meters whenever deemed expedient or appropriate. All necessary plumbing to accommodate the meter shall be installed by a licensed plumber. The customer can receive water through a meter upon written application to the clerk of the TOWN after payment of all required fees. The size of the meter will, in all cases, be determined by the DEPARTMENT and these rules.

Meter Settings

All meters shall be installed at the foundation wall where the building service line enters the building, and the customer shall provide and maintain a warm and accessible place for it. The cost of the standard 5/8" x 3/4" meter and installation shall be absorbed by the TOWN. The piping arrangement for meter installation shall be in accordance with the requirements of the TOWN, the cost of meters larger than the standard 5/8" x 3/4" meter, and installation of the same, over and above the usual cost for 5/8" x 3/4" meter shall be the responsibility of the building owner. A TOWN representative must inspect and approve the meter installation before water is permitted to flow through it. Costs of maintenance and replacement of meters larger than the standard 5/8" x 3/4" shall be the responsibility of the building owner.

B. Repairs

Meter repairs and replacements (except for meters larger than 5/8" x 3/4") necessitated by ordinary wear will be provided by the TOWN. The cost for repairs and the meter regarding meter placement necessitated by freezing, hot water, or by other causes under the control of the customer will be charged to the customer, including the cost removing and replacing the damaged meter.

C. Testing

The DEPARTMENT shall arrange for suitable means of testing its meters. All tests will be at the sole expense of the customer unless initiated by the DEPARTMENT. The customer requesting a meter test shall make a deposit in an amount established by ~~the Attachment~~ Attachment No 1. "Special Charges" to cover the cost of removal, testing, and re-installation. If a meter tested at the request of a customer shows the meter does not conform to flow tolerance criteria established in Table I, the deposit made by the customer shall be refunded and a new or re-built meter will be installed at no cost to the customer. IF the meter conforms to the standards of these rules, the customer's deposit will be retained by the TOWN, and the meter may be continued in use at the same location or a new meter may be installed at the discretion of the DEPARTMENT.

Table 1

FLOW TOLERANCE TABLE

FLOW IN GALLONS PER MINUTE (GPM)

<u>Nominal Meter Size</u>	<u>Minimum</u>	<u>Intermediate</u>	<u>Maximum</u>
5/8"	0.25	2	15
3/4"	0.50	3	25
1/ ½ "	1.50	8	80
2"	2.00	15	120
3"	4.00	20	250
4"	7.00	40	350
6"	12.00	60	700

SECTION 24 WATER USE Adjustment

A. Meter Removal

If a meter is removed from service or becomes disabled and is not immediately replaced with another meter, the SELECTBOARD will make an estimate of the water consumption during the period of no meter, said estimate to be based on the average consumption for similar periods for the customer, and the water charges will be computed accordingly.

B. Adjustment

~~When a meter is tested and a meter is found to be over reading in excess of 2%, an appropriate percentage adjustment shall be made to the metered consumption record of the past billing period and the portion to date of the current billing period.~~ The charges shall be adjusted accordingly when the meter over registers outside the 2% flow value for intermediate or maximum flows.~~The charges shall be~~

~~adjusted accordingly when the meter over registers outside the 2% flow value for intermediate or maximum flows.~~

SECTION 25 FIRE HYDRANTS

- A. Fire hydrants may not be used for any purpose other than the extinguishment of fires or for such purposes as may be agreed to in writing by the SELECTBOARD. In no case shall fire hydrants be opened by any person other than an agent of the TOWN or a duly authorized representative of the fire department at the time of a fire or for special training as approved by the SELECTBOARD. Hydrants shall not be used for irrigation, filling of swimming pools, dust control, water games, or any other non-legitimate use. Violators will be prosecuted to the full extent of the law as it pertains to tampering with public water systems.

SECTION 26 TAMPERING WITH PUBLIC WATER SYSTEMS, PROHIBITED.

- A. Tampering with municipal water system property is not permitted. Any valve, pump house, hydrant, water main, municipal service line, tank, reservoir, or any other appurtenant part of the water system, which is deemed the property of the TOWN, shall not be adjusted, operated, or tampered with by any person except those authorized by the SELECTBOARD.
- B. If a customer or owner is known to have tampered with any Town property or its works, such action shall be grounds for discontinuance of water service, and any cost due to such tampering will be charged to said customer or person. [See Section 29A.](#)

SECTION 27 WATER MAIN EXTENSION, PLAN APPROVAL, AND CONSTRUCTION

- A. Any person desirous of ~~construction of~~ constructing an extension to the water system shall apply to the TOWN. Upon preliminary approval of the application by the SELECTBOARD, the applicant shall have final plans and specifications developed by a professional engineer whom the TOWN agrees has demonstrated proficiency in water system design and is registered to practice civil or sanitary engineering in Vermont. Plans shall meet the specifications of the Town, the Vermont Department of Health, the Environmental Protection Agency, or any other Federal or State agencies having jurisdiction. Said plans and a letter describing the proposed project shall be submitted to the TOWN office at least 45 days prior to the intended date of construction. Construction shall not commence until approval of the plans has been issued ~~by~~ by 1) the state department having authority to approve such projects; ~~and~~ and 2) the SELECTBOARD of the Town.
- B. All work performed by non-Town agents, such as developers or contractors, shall remain uncovered until an authorized Town representative has inspected the work and indicates general satisfaction with it.
- C. When water mains are to be constructed, the developer shall engage a professional engineer agreed to by the SELECTBOARD to observe the construction to ensure the work proceeds in accordance with the approved plans. The engineer shall certify to the SELECTBOARD the completeness, suitability, and adherence to the approved plans and shall include submission of record drawings to the SELECTBOARD.

- D. If the SELECTBOARD believes that the water main extension is not being constructed in accordance with the approved plans, the SELECTBOARD may engage a professional engineer to review the work and provide a report to the SELECTBOARD regarding compliance with the plans. The cost of the engineer obtained by the SELECTBOARD shall be the responsibility of the applicant if significant discrepancies are noted between the TOWN'S approved plans and the constructed water main extension, which are unacceptable. The applicant, under the observation of the TOWN'S professional engineer, shall make construction corrections necessary at the expense of the applicant for both engineering observation and construction correction.
- E. Areas Served: Boundaries shall be defined by the SELECTBOARD for the furnishing of water outside of the former Village boundaries and shall be at the discretion of the Board of Water Commissioners.
- F. At the discretion of the Board, water may be sold through metered sales to a development, water district, or fire district, thereby taking no responsibility for installation costs, owning or maintaining any piping, valves, etc. of said customers or districts.
- G. The department shall at no time jeopardize its current customers by authorizing more new water services than it can supply.

SECTION 28 CONFLICT

- A. If any provision(s) if this ordinance is/are found to be in conflict with any provisions of any Zoning, Building, Safety or Health, or other Ordinance or code of the TOWN, or State of Vermont existing on or subsequent to the effective date of this Ordinance, that provision which, in the judgement of the Commissioner, establishes the higher standard ~~of~~ safety and health shall prevail; and that provision or ordinance which sets the lower standard is ~~herby~~ hereby declared to be invalid to the extent that it is found to be in conflict with the provision or ordinance which sets the higher standard and is hereby repealed.
- B. The invalidity of a section, clause, sentence or provision of this Ordinance shall not affect the validity of any other part of this Ordinance which can be given effect without such invalid part or parts.

Section 29 PENALTIES

- A. Any violation of the foregoing shall, pursuant to 24 V.S.A, Section 1974(a), constitute a misdemeanor, punishable by a fine of not more than Five Hundred Dollars (\$500.00) or imprisonment not-to-exceed one (1) year. Each week the violation continues shall constitute a separate offense. In addition, the TOWN, pursuant to 24 V.S>A section 1974(b), may seek injunctive relief, without affecting criminal prosecution brought damages and declaratory relief, whenever it deems such action to be appropriate. In any action for damages or injunctive relief

against a user in which the Town obtains judgement, the user shall pay the Town's court costs and attorney's fees, and such amount shall be added to any such judgment.

- B. In addition to any other remedies, the Town shall be empowered to disconnect water service to a user, after notice, when payment of a valid bill or charge is delinquent as provided by 24 V.S.A Chapter 129. The Town shall administer the Articles of 24 V.S.A Chapter 129 as it deems in the best interest of the water system and its operation.

Section 30 PRIVATE WATER LINES

Certain houses / developments maintain their own water lines, and the Town of Richford only supplies water to these areas. These lines are located on the Magoon Road, Pinnacle Road, Dunlavy Avenue, Dewey Street, Dewey Street Extension, and Pine Haven Estates A, B, C.

SECTION 310 WATER RULES AND REGULATIONS ORDINANCE IN EFFECT

~~A. This amendment to the Town of Richford Water Rules & Regulations ordinance, as amended, shall become effective in force and effect sixty (60) days after its adoption by the Richford Selectboard, from the date of enactment by the SELECTBOARD of the TOWN of Richford.~~

~~A. Duly enacted and ordained the 11th day of August 1993 by the BOARD OF TRUSTEES of the VILLAGE of Richford, County of Franklin, State of Vermont, at a duly called and duly held meeting of said BOARD OF TRUSTEES.~~

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Selectboard, Chair

Selectboard, Vice Chair

Selectboard

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Attachment 1

SPECIAL CHARGES

<u>DESCRIPTION OF USERS</u>	<u>CHARGE PRE OCCURANCE</u>
Connection Fee	\$2,000.00 (Water & Sewer) \$1,500.00 (1 Connection) 250.00
Disconnection Fee	\$255.00 Normal Hours \$37.50-75.00 Overtime
Reconnection Fee	\$255.00 Normal Hours \$37.50-75.00 Overtime
Collection Trip	\$25.00 Each
Meter Testing Fee Deposit	\$50.00
<u>Final Water Reading</u>	<u>\$15.00</u>

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