

# **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, 47 Nashua Road, 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 2020 FEES & CHARGES**

(Effective July 1, 2020)

### **WATER USAGE TIERS:** Reference Appendix A for Pricing

Quarterly Residential Tier:

- 0 to 1,250 cubic feet
- 1,251 to 1,500 cubic feet
- 1,501 to 3,000 cubic feet
- 3,001 to 4,500 cubic feet
- over 4,501+ cubic feet

**QUARTERLY BASE/UNIT CHARGE:** See Appendix A

**INTEREST RATE:** 14% APR

**BACK FLOW TEST:** See Appendix A

**FINAL READ OUTS:** See Appendix A

**EMERGENCY FRO (Within 48 Hrs.):** See Appendix A

**WATER SHUT OFF/TURN ON FEE:** See Appendix A

INSPECTION FEE (1 HR. MINIMUM): See Appendix A  
Non-Business Hours Inspections will be billed at the employee's overtime rate with a four hour minimum.

LABOR RATE: EMPLOYEE HOURLY RATE - Per Employee on Job  
One Hour Minimum During Business Hours 1.75 X Hourly Rate  
Four Hour Minimum Non-Business Hours 1.75 X Overtime Hourly Rate

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

WATER RESTRICTION VIOLATION: See Appendix A

TURN ON FEE FOR HYDRANT: See Appendix A

WATER SYSTEM TAMPERING: See Appendix A

CONNECTION FEE FOR  
NEW SERVICE LINES: 1" LINE See Appendix A  
1 1/2" LINE  
2" LINE  
4" LINE  
6" LINE  
8" LINE

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

A \$2.00 per Linear Foot Extension Fee will be charged to all Water Main Extensions.

CONNECTION FEE FOR NEW FIRE  
PROTECTION SYSTEM LINES: 2" LINE See Appendix A  
4" LINE  
6" LINE  
8" LINE

TAP WATER MAIN 1":&2" Labor & Equipment only See Appendix A

WATER INSTALLER'S LICENSE APPLICATION FEE: See Appendix A



## **PEPPERELL WATER DIVISION RULES & REGULATIONS**

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.
  - 1a) Service connections shall not exceed 100 feet from corporation stop to building structure without prior written approval of the DPW Director or Water Superintendent.
  - 1b) Any new water service, including the curb stop, shall be made within the legal frontage of the property being served. Exceptions shall not be allowed without prior written approval of the DPW Director or Water Superintendent. Services shall run as close as practicable to 90° to the water main between the corporation and curb stop.
  - 1c) Curb stops shall be located as close as possible to the front property line and shall be within the town's Right of Way or deeded easement.
  - 1d) Privately owned water infrastructure shall not be located in a public way without applicable Town approvals which may include, but not be limited to, a vote at Town meeting and/or written approval of either the DPW Director or Water Superintendent. Utility locations requiring town easements shall be subjected to a two thirds (2/3) vote at Town meeting.
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 when the connection to the building is complete. The water will be turned on and meter installed at a later date.

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 main 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.

All fees including materials will be due when the connection is completed to the building. The meter will be installed a later date.

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.

Upon submittal of the Water License Application a fee will apply. When both a Water and Sewer Installer's License is requested a separate rate will apply. See Appendix A for charges.

#### Licenses, Bonds, Insurance Coverage

(a) Licenses:

- (1) All contractors retained by property owners for the purpose of constructing, installing and/or repairing water lines within the Town, including installation, saddles, service laterals, main line, and other related materials, shall be licensed by the Department of Public Works – Water Division.
- (2) Licenses to install water lines and make connections to the building/house service or the public water supply will be issued to experienced and competent contractors upon submission of the appropriate application, documentation of prior experience, bonds, insurance certificates and payment of the licensing fee in the amount shown on the Fee Schedule (See Appendix A). Licenses must be renewed for each calendar year for the fee shown on the Fee Schedule. (See Form No. 3)
- (3) Violation of the requirements of these regulations shall be cause for revocation of license.

(b) Bonds:

- (1) Contractors shall post a bond in the amount of \$5,000 to assure the satisfactory completion of work. In the event that the work to be done is estimated at greater than \$5,000.00, the bond requirement shall be equal to the total estimate of the water installation. The bond shall remain in full effect for a period of one year after satisfactory completion of the most recent work performed by the contractor.

For the period of one (1) year from the date of completion of the work, the contractor shall repair, without cost to the property owner or Town, all defects in the work or parts of the work furnished or built by the contractor and any damage resulting from faulty workmanship performed by the contractor or due to faulty or imperfect material or equipment furnished by the contractor.

- (2) Developers constructing subdivisions, housing complexes or multi-housing units of which all or part are intended for private sale, water facilities for the project are to be accepted, operated and maintained by the Town, shall include in the performance bond and labor and material payment bond required by the "Rules and Regulations Governing Subdivision of Land," coverage for the construction cost of the water lines appurtenances and building/house service intended for Town acceptance. This coverage shall remain in force until the work is successfully completed and accepted by the Board of Public Works. Work not completed in accordance with these regulations to the satisfaction of the DPW Board, will be completed at the developer's expense. The payment bond shall remain in force for a period of (1) one year from the date of successful completion of all the work planned for Town acceptance. Any and all defects in workmanship and materials, and any damage resulting from the defects, shall be repaired by the developer without cost to the Town, during the one (1) year period.
- (3) This bond requirement serves as coverage for the construction and repair of water mains/services. Bond requirements for water facilities contracted by the Town shall be established in those contracts.

(c) Insurance Coverage:

- (1) Contractors doing work hereunder shall maintain minimum insurance coverage as follows:

Public Liability	\$500,000	Bodily Injury
Property Damage Liability	\$500,000	each occurrence

- (2) Contractors shall file a certificate of insurance with the Water Division. These insurance limits shall serve as coverage for repair and installation of water lines only. Insurance coverage for public water projects contracted by the Town shall be established in those contracts.
- 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 Final Read Outs and all non-emergency requests. 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.
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.

Deduct meters are owned by the property owner. In the event that a deduct meter needs to be replaced, the cost of the meter will be charged to the property owner. Deduct Meters must be purchased from the Pepperell Water Division and will be billed at cost plus a 10% handling charge.

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 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 assessed a tampering penalty as noted in Appendix A and 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 charges will be at the discretion of the DPW Director or his designee.
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 200 psi for two hours at the lowest elevation. All tests 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.

The licensed contractor will be responsible for backfilling all trenches in no more than 6" lifts in paved areas (no more than 12" lifts in non-paved areas) and compact to 95% density. Well-drained granular materials should be used as a pavement base, and must be in compliance with the Road Opening Permit regulations of the Pepperell Highway Division for work in public ways. Contractor will be responsible for both temporary as well as permanent trench repairs. All work performed will be warranted for a full year.

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, including any further reviews the Board deems necessary to reach its decision 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 1<sup>st</sup> through November 30<sup>th</sup> 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 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 back-siphonage 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 in-plant 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 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.

ALL Residential and Commercial Fire Sprinkler Systems and Irrigation Systems must have a State Approved Backflow Preventer. These devices will be tested in accordance with state regulations. ALL costs associated will be the owner's responsibility. Failure to comply will result in termination of water service.

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 1<sup>st</sup> to October 31<sup>st</sup> of every year, the Town of Pepperell Water Division will implement a mandatory odd/even water ban. Should conditions warrant, this ban will be upgraded to a full outside water ban. Violations will be subject to a fine.
37. New service connections for individual houses that do not otherwise require a site plan approval from any town authority that would be reviewed by the Water Division must have the proposed location approved in the field before the work is done. The submittal of a proposed location plan is not necessarily required but encouraged. An accurate as-built plan of the installed service line and fittings must be submitted to the Water Division before the water will be turned on.
38. Right of Entry - Owners or Occupants of any municipal, commercial, industrial or residential premise served by Pepperell's Water or Sewer System shall, upon presentation by the Department personnel of their credentials, authorize entry to their premises without warrant for the purpose of inspection and surveying their systems for new installations, cross connections or to remove, repair or replace any water meter as the department deems necessary. When such access is refused, the water shall be shut off and shall not be turned back on until such access is allowed.

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

1. Only Contractors licensed by the Water Division 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 gate valves will be resilient seal, epoxy coated and open left unless otherwise approved by the Water Division.
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. In accordance with industry practice, ALL push on bells within 3 pipe lengths of any change in direction or dead end MUST be restrained by an approved mechanical method, for example Field Lock Gaskets, Mechanical Joint Pipe with mega-lugs or 3/4" threaded rod with friction clamps, nuts and washers.
6. Only compression connections will be allowed on brass fittings, whenever possible low lead brass will be used. ONLY Ford or Mueller brass will be allowed unless previously approved by the Water Division. Only Compression type fittings will be allowed for service connections up to 2" in size unless previously approved by the Water Division.
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 , Darling B-82B or Clow Medallion 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.
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.

The licensed contractor will be responsible for backfilling all trenches in no more than 6" lifts in paved areas (no more than 12" lifts in non-paved areas) and compact to 95% density. Well-drained granular materials should be used as a pavement base, and must be in compliance with the Road Opening Permit regulations of the Pepperell Highway Division for work in public ways. Contractor will be responsible for both temporary as well as permanent trench repairs. All work performed will be warranted for a full year.

15. The Pepperell Water Division reserves all rights to refuse to excavate a water line due to length, ledge and any unforeseen circumstances.
16. All work installed by private contractors will be inspected by the Pepperell Water Division and be subject to an inspection fee (one hour minimum).
17. All gate box sections and service boxes will be straight and up to finish grade.
18. All valves, hydrants, and mechanical bends will be installed with mega-lug or grip ring type restraints, and all must be thrust blocked.. ALL push on bells within 3 pipe lengths of any change in direction or dead end MUST be restrained by an approved mechanical method, for example Field Lock Gaskets Mechanical Joint Pipe with mega-lugs or 3/4" threaded rod with friction clamps, nuts and washers.
19. As-Built drawings with swing 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.

20. Pepperell Water Division will be responsible from the main to curb stop only. The 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.
21. 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.
22. Only full bodied mechanical joint tapping sleeves are to be used.
23. 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.
24. 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.
25. 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.
26. 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.
27. 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.
28. 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.
29. 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 will be assessed if this procedure is not followed.

30. Any person requesting to connect 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.



## APPENDIX A - FEE SCHEDULE

(Effective July 1, 2020)

### WATER USAGE TIER – QUARTERLY RESIDENTIAL RATES:

0 to 1,250 CF	\$0.0385 per cubic foot
1,251 to 1,500 CF	\$0.0484 per cubic foot
1,501 to 3,000 CF	\$0.0572 per cubic foot
3,001 to 4,500 CF	\$0.0792 per cubic foot
over 4,501 CF +	\$0.0110 per cubic foot

QUARTERLY BASE CHARGE: \$30.00 per Reading Period

BACK FLOW TEST: \$65.00 each

FINAL READ OUTS: \$12.00 + Accrued Base and Usage

EMERGENCY FRO (Within 48 Hrs.) \$200.00

WATER SHUT OFF/TURN ON FEE: \$48.00

INSPECTION FEE (1 HR. MINIMUM): \$68.00/Per hour

Non-Business Hours Inspections will be billed at the employee's overtime hourly rate with a four (4) hour minimum.

### LABOR RATE: EMPLOYEE HOURLY RATE:

One Hour Minimum During Business Hours: 1.75 X Hourly Rate  
Per Employee On Job

Four Hour Minimum Non-Business Hours: 1.75 X Overtime Hourly Rate  
Per Employee on Job

WATER RESTRICTION VIOLATION: First Offense - Notice of Violation

Second Offense - \$125.00

Third Offense - \$250.00

Each Subsequent Offense - \$500.00

TURN ON FEE FOR HYDRANT: \$60.00

WATER SYSTEM TAMPERING: First Offense: \$250.00 Plus  
Estimated Water Usage

EACH SUBSEQUENT OFFENSE: \$500.00 Plus Estimated Water Usage

CONNECTION FEE FOR  
NEW SERVICE LINES:

*Approved and adopted by Pepperell Board of Public Works by unanimous vote on August 22, 2019*

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

Table 1 : MAXIMUM CONNECTION FEE FOR NEW WATER SERVICE LINES:

1" LINE	<b>\$2,500.00</b>
1.5" LINE	<b>\$3,500.00</b>
2" LINE	<b>\$8,000.00</b>
4" LINE	<b>\$25,000.00</b>
6" LINE	<b>\$40,000.00</b>
8" LINE	<b>\$50,000.00</b>

- “Looped” connections shall be considered as one connection for the purposes of determining the maximum connection fee as based on Table 1.
- Connection fees do not include meter and inspection costs.
- **The minimum water connection fee (exclusive of any negotiated credits) shall be determined by the following calculation:**

**(Number of equivalent residential dwelling units x 1” connection fee in Table 1) + (\$5000/hydrant)**

For purposes of this calculation, an equivalent residential dwelling shall equate to 330 gallons/day consumption. MA Title 5 flow rates shall be used to translate non-residential uses to equivalent residential use.

**Negotiated Credits:**

- For water main extensions in excess of 250 feet in the public way, the calculated connection fee may be offset in part by the value of the benefit the extension may provide the town. Offset factors to be considered may include, but are not limited to, closing open loops in the existing water distribution system, providing access to new water services along the proposed extension, and extension of fire protection. The fee offset may include all or some of the cost of water main related infrastructure installed within the public right of way (as based upon prevailing market rates for labor and materials at the time of the application). The applicability and value of an offset to the connection fee shall be as determined by the DPW Director and Water & Sewer Supt.,

and be applied after the calculation of the connection fee. In no case shall the value of the offset exceed the calculated connection fee.

*Example 1: A development requires an 8” extension to serve 9 homes and 2 fire hydrants. The DPW determines that there is no explicit benefit to the town from the extension. The fee would be  $(9 \times \$2500) + (2 \times \$5000) = \underline{\$32,500}$  (below \$50,000 max).*

*Example 2: A development requires an 8” extension to serve 15 homes and 3 fire hydrants. The DPW determines that there is no explicit benefit to the town from the extension. The fee would be  $(15 \times \$2500) + (3 \times \$5000) = \$52,500$ ; therefore fee = \$50,000 (max for 8” service).*

*Example 3: A development requires an 8” extension to serve 15 homes and 3 fire hydrants. The DPW determines that the extension would provide \$20,000 in offsetting benefits. The fee would be  $(15 \times \$2500) + (3 \times \$5000) = \$52,500$ ; but max fee = \$50,000 less \$20,000 offset = \$30,000*

- Industrial / Commercial applications that require dedicated process flows or fire protection in addition to ancillary ‘domestic use’ will be assessed separately for dedicated these flows based on the “Connection Fee for New Fire Protection System Lines” as listed in Appendix A of these regs.
- A \$2/ft inspection fee will be assessed to all water main extensions. As part of Planning Board approvals, new subdivisions or site plans may necessitate the town retaining the services of an independent 3<sup>rd</sup> party to perform water main inspections, the cost of which is to be borne entirely by the applicant.
- All connection fees as laid out herein shall be paid in full prior to commencing work on the water system in the towns’ right of way.

A \$2.00 per Linear Foot Extension Fee will be charged to all Water Main Extensions.

#### 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”& 2” Only: \$180.00  
Includes Two (2) Men, Equipment and 1 Hour Labor

Additional labor, materials and/or equipment will be billed on a time and materials basis as outlined in the Water Division Rules and Regulations.

WATER INSTALLER’S LICENSE APPLICATION FEE: \$100.00  
In Conjunction with Sewer Installer’s License Application Fee: \$ 75.00

FIRE SPRINKLER SYSTEM: 4” - \$250/YEAR  
(fees per fire system to be implemented 6” - \$500/YEAR  
By the Board of Public Works) 8” - \$1,000/YEAR

FLOW TESTING : Will be billed on a time and materials basis per employee on job.

Specialized Equipment will be billed using the Blue Book Rental Rates converted to hourly rates (Monthly Rate ÷22÷8) plus the appropriate labor rate(s).

All services/materials will be invoiced to the owner in accordance with the above labor and equipment charges plus materials; and a 15% administrative surcharge.

Materials will be billed at actual cost plus a 10% handling charge. Only materials used between the main and the curb stop, and the meter, cellar stop and out-going meter connector are included.

All other materials are the responsibility of the owner/contractor and must meet the Water Division’s Regulations. The 15% administrative surcharge will not be added to connection fees or usage.