

TOWN OF ESSEX
DEPARTMENT OF PUBLIC WORKS
WATER DIVISION REGULATIONS

Regarding the Installation of Water Service and Water Main Connections.

1. Any person desiring a service connection to the Town of Essex Water system shall make such application on a standard form furnished by the Essex D.P.W. The owner of said premises shall sign said application and shall include payment of the tapping, entrance, and meter fees etc. Such application shall constitute a contract between the D.P.W. and the applicant his heirs and assigns. Such person agrees to abide by any and all regulations of the D.P.W. covering the water service and any water supplied.
2. The D.P.W. shall be given a one (1) week notice before the service is required. No work shall commence without the approval of the D.P.W.
3. At no time shall any person, except duly authorized D.P.W. personnel or their duly authorized agents, turn on or off the water in any main, service, hydrant or any other appurtenance of the D.P.W. nor shall water be supplied to persons not entitled to its use without the consent of the D.P.W..
4. Fire hydrants may be used by the Fire Department in the discharge of their official duties.
5. The D.P.W. shall have free access to all premises supplied by the Town of Essex Water System for the purpose of examination and/ or repair of meters, pipes and fixtures, and to determine any misuses of the water or any other acts contrary to these regulations.
6. All water services shall be metered. Every individual unit, dwelling, commercial or otherwise, shall have a separate service. Connected apartments defined as follows: one (1) or more rooms arranged for the use of one (1) or more individuals living together as a single housekeeping unit, with cooking, living, sanitary and sleeping facilities (mall, shopping areas or motels) may have a common service if the owner of such units pays all water charges providing, the service is adequate to provide water in a manner not detrimental to public safety and health, and the D.P.W. deems such arrangements acceptable.
7. D.P.W. Service Fee Schedule: Tapping and entrance fee to be paid

upon application. Inspection fee to be paid before water can be officially turned on. All service taps to be done by the D.P.W.

Entrance fee for each service (except summer). \$ _____

Tap for single unit (not subdivision) including saddle and corporation.

$\frac{3}{4}$ " _____

1" _____

1 $\frac{1}{2}$ " _____

2" _____

Taps by the D.P.W. in subdivisions or developments of three or more units (owner to supply all parts).

$\frac{3}{4}$ " _____

1" _____

1 $\frac{1}{2}$ " _____

2" _____

Taps over 2": All taps and connections over 2" will be performed by a water main tapping contractor acceptable to the D.P.W., with all expenses incurred by the owner, including fees for inspection by the D.P.W. All taps over 2" are considered main connections and are addressed in the water main extension regulations.

Summer Service (for new connections to present summer lines).

* Entrance fee \$ _____

Connection fee (includes $\frac{3}{4}$ " hook-up, meter and valve with outlet at property line or up to 50') \$ _____

All other arrangements at owners expense plus connection fee

Inspection Fees: (regular hours with one (1) hour minimum) \$ _____

(weekday overtime hours and Saturdays if available,
No Sundays or Holidays) \$ _____

Meters:

$\frac{3}{4}$ " service meter w/ A.R.B., ball valve and double
check valve, including installation by D.P.W. \$ _____

1" service meter w/A.R.B., ball valve and double
check valve, including installation by the D.P.W. \$ _____

All other single meters are to be provided to DPW specifications and at the owners expense.

8. In no instance will any water service or connection be turned on until all charges, bills outstanding, liens, etc., or any other revenues due to the D.P.W. are paid in full.
9. All service connections from the main to the meter shall be laid with type "K" copper tubing, or as the D.P.W. may permit, copper sized high density plastic tubing of no less than 160 PSI strength. All fittings to be only those approved by the D.P.W. All service pipe shall be laid with at least one (1') foot of fine bedding material above and below the pipe. Such material to be free from any stones greater than $\frac{1}{2}$ " in any dimension, and such material shall be placed by hand in the vicinity of the pipe to project the pipe and assure compaction. No clay, large rocks, organic material, debris, refuse or water saturated material shall be used to backfill the rest of the trench.
10. Every service shall include a curb shut off and curb box. Such curb shut off shall be located as near to the property line of the owner as is feasible. The owner shall be responsible for his service from the said curb stop/shut off to and within his property lines. The owner shall repair or cause to be repaired any damage to the service within his property lines, and will be held responsible for any damage to D.P.W. (Town) appurtenances caused by such repairs. The owner will be responsible for any loss of water not registered by the water meter, caused by any service problem within his property lines.
11. Any electrical system, or any other system capable of causing any harm or injury to any person via the water system shall have a separate grounding system or shall be constructed as to prevent any injury, harm, etc. to any person in contact with the water system.
12. No sewer, gas, electric or other utility system shall be placed in the same trench with the water service pipe unless such utilities are laid according to specifications concerning them and are approved by

the D.P.W. in writing.

13. The D.P.W. will not install, nor be in any way responsible for any piping or fixtures beyond the meter. All piping and fixtures must be strong enough to withstand any pressure or vacuum to which water mains may be subjected no allowance will be made for loss of water due to leakage or failure of piping or fixtures, or consequent damages including the pipe from the property line to the meter.
14. The D.P.W. shall have the right to shut off the water supply without notice to water takers when making repairs or extensions to it's system or for any other necessary purpose. Persons having any fixtures which are liable to injury from any such actions whether accidental or planned are hereby notified that the Town is not responsible for any damages caused there by, nor shall they be entitled to collect damages resulting from such action. Water takers shall not be entitled to a refund or any abatement of charges for temporary discontinuance of the supply for the purpose of additions or repairs to, or because of accidents to the system, or for discolored water, or for non use of water. Neither the D.P.W. nor the Town shall be held responsible for damages due to failure of the water supply.
15. It is the responsibility of the property owner to maintain ample accessibility to all curb stop, curb box, or meter pits. Curb boxes shall be maintained at grade and be kept clear of any obstructions inhibiting their function.
16. A meter pit or a pressure test of 150 psi for 10 minutes is required on any service of more than 200' or in other locations where service size or accessibility deems the above to be in the best interest of the D.P.W. Meter pits shall be constructed of durable materials and of a size and structure type to approved by the D.P.W. If a meter pit is required or desired, a plan (sketch) of the proposed unit shall be submitted with the service application for D.P.W. approval.
17. No person except authorized employees of the D.P.W. will be allowed to install , remove, or repair any meter. After the meter has been set, the owner shall be held responsible for any damage sustained by the meter (freezing etc.). As the D.P.W. retains ownership of the water meter, the D.P.W. will repair / or replace the meter free of charge due to normal wear.
18. Any tampering, alteration, or interference with the operation or function of the water meter or its intended function is a felony. Any person found engaged in any activity altering the proposed function of a water meter shall be subject to the following:

- a. Forfeiture of all rights to water service.
 - b. Payment on demand of all fees and any reasonable charges for water or water service which may have been altered.
 - c. Prosecution and fines by the D.P.W. to the extent that the D.P.W. may legally assess.
19. The location of the meter shall at all times be accessible for reading, repair and inspection. The meter shall not be subject to freezing or other damage. An outside reading unit will be installed by the D.P.W. in an easily accessible location for routine reading.
20. The D.P.W. will maintain and read only one meter for each service. In no case will the water be double metered by the D.P.W.
21. Should a meter fail to register for any cause, the quantity of Water used shall be determined and the charge made shall be based upon the average amount of water registered by the meter when in working order, or it shall be otherwise equitably determined and charged by the Commissioners or their Agents.
22. In cases where the consumer questions the accuracy of his water meter the D.P.W. will remove the meter and test it. If the meter is found to be registering correctly (plus or minus two (2%) percent), the whole of the expense of the test is to be paid by the consumer, and if the test is found to be incorrect, the D.P.W. shall bear the expense of the test. The consumer shall be notified before the meter is removed in order that he or his agent can be present at the test.
- Fees for meter tests- up to and including 1" meters. _____
- Over 1"- up to and including 2". _____
- All over 2"- all charges at owners expense. _____
23. A service charge of _____ will be made to owners of property whenever they or their representative request a special meter reading (sale property), other than those taken for the D.P.W. interest.
24. After April 1, 1987 all new residential services shall install a double check valve cross connection device or suitable equivalent and all other new water services shall install the proper cross connection device to comply with Section 22, 310 CMR of the Commonwealth of Massachusetts Drinking Water Regulations. Expansions tanks may have to be installed to prevent excessive pressurization of protected systems.

25. The D.P.W. will not work on private property except for service taps and inspections which must be done by D.P.W. personnel. All other work on private property will be done at the Owners / Builders expense using materials specified by the D.P.W. and will be installed according to manufacturers or D.P.W. specifications. All work will be inspected by the D.P.W. at the Owner / Builders expense

26. In subdivisions, the Owner / Builder shall locate curb stops at proposed property lines. The Owner / Builder acknowledges and conveys to the D.P.W. the right obligation to maintain and repair or replace such services where they may lay outside of the water main easement, up to and including the curb stop. Such an agreement does not imply that any road street, etc. shall become a public or Town road.

27. The D.P.W. shall make all judgments in lieu of, or where discrepancies in these regulations are evident or supposed. The D.P.W. may also make exceptions or alterations from time to time in instances where public health, safety, or fire protection is concerned.

28. Water turn ons and offs (does not refer to summer services). A service charge of _____ will be levied for any water shut off or on (winter, vacation, closures, etc.), such charge to cover for a period of one (1) year, the following:
 - Turn offs- Shut off the service at the curb stop.
 - Removal and storage of meter where practical.
 - Reading of meter. Resumption of service within one (1) year of shut off.

 - Turn ON'S- For previously in use services only with no outstanding charges. Resumption of service, replacement of meter. Verification of reading. Verification of service operation.

29. Summer service lines and summer services are those which the D.P.W. regularly turns on April 15th and off on October 15th of each year. These are above ground water lines which freeze in the winter, and the on /off dates are controlled by the D.P.W. They are presently located on Harlow Street, the Conomo Point and Lufkin Point areas, Lufkin Street, Pond Street, Wood Drive, and Haskell Court.

DEPARTMENT OF PUBLIC - WATER DIVISION

FEE SCHEDULE AS OF OCTOBER 17, 2005

Entrance Fee - regular service up to 2"		\$ 779.35
Sprinkler systems etc.	4"	1,220.80
	6"	1,831.20
	8"	2,441.60
all other sizes prorated		
Tapping Fee (not subdivision, includes saddle and corporation, all other Parts excavations, and road repairs etc. at owners expense).		
	3/4"	\$ 156.96
	1"	183.12
	1 1/2"	244.16
	2"	305.20
Tapping Fee (subdivision)		
	3/4"	\$ 124.26
	1"	152.60
	1 1/2"	183.12
	2"	213.64
Entrance Fee (summer service)		\$ 468.70
Connection Fee for summer services to property line or up to 50'		
	Water Department supplies all parts except meter	\$ 136.25
	Reconditioned meter available for	27.25
Inspection Fee		\$ 40.37/hr.
Overtime Inspection Fee		61.04/hr.
Standard Meter and valve installed		
	3/4" service	\$ 196.20
	1" service	294.30
Meter Tests		
	Up to 1"	\$ 80.66
	1" to 2"	122.08
	over 2"	all costs at owner expense

Special Meter Readings (sale of property, etc.)	\$ 27.25
Water turn ons and offs	\$ 40.33
Fee for connection to existing Town Main	\$1,220.80
Fine for tampering (section 3 and 18)	\$1,090.00
Fee for Backflow device (sprinkler system) inspection	AAA Backflow
Fee for Backflow Survey	AAA Backflow
Fee for dual water system (well, cistern etc.) inspection (summer service)	\$ 27.25
Accounting Fee to put customer on lien	\$ 27.25
Water main pressure test	\$ 163.50
Chlorination and Dechlorination	\$ 109.00
Open Hydrant Fee for water usage	\$ 54.50
Cost of water per 1000 gallons	\$ 6.54

TOWN OF ESSEX WATER DEPARTMENT

FEE SCHEDULE

AS OF OCTOBER 17, 2005

	Individual	Subdivision
Water Main Extension	\$1,220.80	\$1,220.80
Test/Chlorine Tap (sprinkler systems have a separate fee)	136.25	136.25
Total	\$1,357.05	\$1,357.05
SUMMER SERVICE		
Entrance Fee	\$ 468.70	N/A
Connection Fee	136.25	
Summer Meter (if necessary)	27.25	
Total	632.20	
3/4" WATER SERVICE		
Entrance Fee	\$ 779.35	\$ 779.35
Tapping Fee	156.96	156.96
Standard Meter, valve etc.	170.04	170.04
Total	1,106.35	1,106.35
1" WATER SERVICE		
Entrance Fee	\$ 779.35	\$ 779.35
Tapping Fee	183.12	152.60
1" Meter, valve etc.	294.30	294.30
Total	1,256.77	1,226.25
BACKFLOW PREVENTION FEES		
Summer Service Air Gap	\$ 27.25	
Regular Service Test	AAA Backflow	
Regular Service Survey	AAA Backflow	
DPW STREET OPENING PERMIT	\$ 35.00	