

Town of Cohasset Water Department



Rules and Regulations

Revised May, 2008

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SECTION I

LEGAL AUTHORITY OF THE WATER DEPARTMENT

The legal authority for the Cohasset Water Department derives from a series of special acts enacted by the Massachusetts Legislature, Massachusetts General Laws, state regulations, and Town of Cohasset Bylaws.

The Cohasset Water Department was originally established as the private Cohasset Water Company by the enactment of Chapter 128 of the Acts of 1886, in 1945 the Cohasset Water Company was purchased by the Town of Cohasset and Chapter 128 was amended to implement that purchase in Chapter 489 of the Acts of 1946.

Further amendments to Chapter 128, as amended by Chapter 489, have been made since then. In 1962 a special act was enacted to authorize the Town to establish a Sewer Commission and to allow the Town, by vote of Town Meeting, to have the Water Commission or the Selectmen serve as Sewer Commissioners. The Water Commissioners also served as Sewer Commissioners from 1963 until a subsequent Town Meeting voted to have separate Water and Sewer Commissioners. In 1973 a special act, Chapter 1173 was adopted to provide for the construction of the Aaron River Dam and Reservoir

A. Special Acts Affecting the Cohasset Water Department

<u>Year</u>	<u>Chapter</u>	<u>Title</u>
1886	128	An act to incorporate the Cohasset Water Company
1908	406	An act to amend the charter of the Cohasset Water Company
1933	20	An act relative to improvement of brooks, streams and water courses in the Town of Cohasset
1946	489	An act relative to the water supply of the-Cohasset Water Company, and its purchase and operation by the Town of Cohasset
1948	519	An act relative to the water supply of the Cohasset Water Company, and its purchase and operation by the Town of Cohasset
1953	657	An act authorizing the Town of Cohasset to install water lines and to supply water to certain inhabitants of said town, and to provide for the apportionment of the cost thereof.
1956	336	An act relative to reimbursement by the Cohasset Water Department of certain moneys paid on its account by the Town of Cohasset
1962	65	An act authorizing the Town of Cohasset to construct and operate a system or systems of sewerage and sewage disposal
1964	104	An act providing the manner of acceptance of a law authorizing the Town of Cohasset to construct and operate a system or systems of sewerage and sewage disposal
1973	1163	An act relating to the improvement of the water supply for the Town of Cohasset
1975	131	An act relative to the membership of the sewer commission in the Town of Cohasset
1997	34	An act providing for a Town Manager in the Town of Cohasset

1998	421	An Act relative to the Town Manager of the Town of Cohasset
1998	436	An Act authorizing the Town of Cohasset Water Department to provide water services to other cities, towns, and water companies
2002	439	An Act authorizing Cohasset Water Commissioners to serve in other town offices

B. Federal Laws & Regulations

The Safe Drinking Water Act of 1974 (42 U.S.C. 300f et seq.) as amended in 1986, and associated federal regulations (40 CFR 141-144).

C. Massachusetts General Laws

Chapter 21G, The Water Management Act and associated regulations at 310 CMR 36.00.

Chapter 40, Powers of Cities and towns – Water Departments - Sections 38, 39, 39A-L, 41, 41A, 42, 42A-K (Collection of water rates), 69, 69A-B (Water Commissioners),

Chapter 111, Sections 26F, 159 and 160, (Public Health), 160A (Cross-Connections), 160B, 162 and associated state regulations at 310 CMR 21.00-24.00, 27.00 and 28.00.

D. Town of Cohasset Bylaws & Regulations

(1) Cohasset General Bylaws

Article III – Elected Town Officers

SECTION 8. WATER COMMISSIONERS

(a) There shall be three (3) Water Commissioners with one elected each year for a three (3) year term.

(b) The Water Commissioners shall have exclusive charge and control of the municipal Water Department and water system subject to Federal and State laws and these bylaws, and to such instructions, rules, and regulations as the Town may from time to time impose by its vote.

(c) The Water Commissioners shall fix just and equitable rates for the use of the Town water system and shall prescribe the time and manner of payment of such charges. In setting rates, the Water Commissioners shall raise sufficient income to defray all operating expenses, interest charges, and payments on the principal as they may accrue upon any bonds or notes issued for the purchases of the municipal water system. Upon approval by Town Meeting, such water rates shall become effective.

(d) The Water Commissioners shall have the power to award contracts for sums not to exceed those approved by the Town Meeting for all work to be performed in the construction and maintenance of the Town water system.

(e) The Water Commissioners shall establish rules and regulations for the use of the Town water system. These rules and regulations shall become effective when filed with the Town Clerk.

(f) The Board of Water Commissioners, pursuant to the provisions of Chapter 40, Section 39H of the General Laws, or any other applicable law, are authorized to make contract, with, or may go to aid any other city, town, commission, district or any other water company, as defined in section one of chapter one hundred and sixty-five of the Massachusetts General Laws, with regard to the operation, administration, repair and maintenance of its water supply system. Such contracts may be made to provide water to another city or town on an emergency basis, or to provide water service on a long term basis to one or more residents of another town who cannot be reasonably provided water supply services by that town, but shall not include long term wholesale sale of water to another city or town that is not to meet an emergency or to provide water service on a long term basis to one or more residents who cannot be reasonably provided water supply services by that town. Any such contracts so authorized may be for a period not to exceed twenty years.

(2) Cohasset Zoning Bylaws

Section 14. Water Resource District – Establishes Water Resource District as an overlay district and provides for prohibited land uses, uses and activities requiring a special permit, and procedures for issuance of a special permit.

SECTION II

DEFINITIONS

Air Gap: A physical separation sufficient to prevent backflow between the free-flowing discharge end of the potable water system and any other system. Physically defined as a distance equal to twice the diameter of the supply side pipe diameter by one (1) inch or more.

Approved: Accepted by the Board of Water Commissioners or their designee as meeting an applicable specification stated or cited in this regulation, or as suitable for the proposed use.

Atmospheric Vacuum Breaker: A device which prevents back-siphonage by creating an atmospheric vent when there is either a negative pressure or sub-atmospheric pressure in a water system.

Auxiliary Water Supply: Any water supply, on or available, to the premises other than the purveyor's approved public potable water supply.

Backflow Preventer: A device or means designed to prevent backflow or back-siphonage, most commonly categorized as air gap, reduced pressure principle device, double check valve assembly, pressure vacuum breaker, atmospheric vacuum breaker, hose bibb vacuum breaker, residential dual check, double check with intermediate atmospheric vent, and barometric loop.

Backflow: The flow of water or other liquids, mixtures or substances, under positive or reduced pressure in the distribution pipes or a potable water supply from any source other than its intended source.

Backpressure: A condition in which the owner's system pressure is greater than the supplier's system pressure.

Back-Siphonage: The flow of water or other liquids, mixtures or substances into the distributing pipes of a potable water supply system from any source other than its intended source caused by the sudden reduction of pressure in the potable water supply system.

Barometric Loop: A fabricated piping arrangement rising at least thirty five (35) feet at its topmost point above the highest fixture it supplies which is utilized in water supply systems to protect against back-siphonage.

Commissioners: The Board of Water Commissioners, consisting of three members duly elected by the voters of Cohasset and acting under MGL Chapter 128 of Acts of 1886 as amended and any other applicable General Laws, state regulations, and Town of Cohasset General Bylaws.

Consumer: The term "consumer" shall mean the individual, firm or corporation whose name the Water Department has on its records as the owner of the property to be furnished water by the Cohasset Water Department. The consumer shall be the same entity that the Town Assessors show as the owner of the record for the property.

Containment: A method of backflow prevention which requires a backflow prevention preventer at the water service entrance.

Contaminant: Means any physical, chemical, biological or radiological substance or matter in water.

Contamination: An impairment of the quality of the potable water by sewage, industrial fluids or waste liquids, compounds, chemicals, or other substances to a degree which may cause an actual or potential hazard to public health through poisoning or through the spread of disease or which results in the water being violation of a Maximum Contaminant Level (MCL) or Maximum Contaminant Level Goal (MCLG).

Cross-Connection: Any physical connection or arrangement of piping or fixtures between two otherwise separate piping systems, one of which contains potable water furnished by the Cohasset Water Department and the other contains a non-potable water or industrial fluids of questionable safety, or potable water from another source through which, or because of which, backflow or back siphonage may occur into the potable water system.

Customer Side Service: The segment of the Water Service Connection which extends from the shut-off valve to and including the meter located within the consumer's property to the customers meter.

Department: The Water Department of the Town of Cohasset.

Double Check Valve Assembly: An assembly of two (2) independently operating spring loaded check valves with tightly closing shut off valves on each side of the check valves, plus properly located test cocks for the testing of each check valve.

Double Check Valve with Intermediate Atmospheric Vent: A device having two (2) spring loaded check valves separated by an atmospheric vent chamber.

Dwelling Unit: As defined in the Zoning By-Law, one or more living or sleeping rooms arranged for the use of one or more individuals living as a single housekeeping unit, with cooking, living, sanitary and sleeping facilities.

Fixture Isolation: A method of backflow prevention in which a backflow preventer is located to correct cross-connection at an in-plant location rather than at a water service entrance.

Hazard – Degree: The term is derived from an evaluation of the potential risk to public health and the adverse effect of the hazard upon the potable water system.

Hose Bibb Vacuum Breaker: A device which is permanently attached to a hose bibb and which acts as an atmospheric vacuum breaker.

Main: The mains are the water pipe lines which are generally within and under the roadway which distribute the potable water to the consumer's water service.

Maximum Contaminant Level or MCL: Means the maximum permissible level of a contaminant in water which is delivered to any user of a public water system. The definition of Maximum

Contaminant Level for the purpose of the consumer confidence report is contained in 310 CMR 22.16A(4)(c)2.

Maximum Contaminant Level Goal or MCLG: For the purpose of 310 CMR 22.16A(4)(C)1. means the level of a contaminant in drinking water at or below which there is no known or expected risk to health. MCLGs allow for a margin of safety.

Meter Reading and Billing Cycle: The department will read meters and issue bills four times per a year.

Owner: Any person who has legal title to, or license to operate or habitat in a property upon which a cross-connection inspection is to be made or upon which a cross-connection is present.

Permit: A document issued by the Department which allows an activity.

Person: Means an individual, corporation, company, association, trust, partnership, the Commonwealth of Massachusetts, a municipality, district or other subdivision or body politic of the Commonwealth, any department, agency, or instrumentality of the United States, except that nothing herein shall be construed to refer to or include any American Indian tribe, or the United States Secretary of the Interior in his capacity as trustee of Indian lands person.

Pollutant: A foreign substance, that if permitted to get into the public water system, may degrade its quality so as to constitute a hazard to public health, or impair the usefulness or quality of the water to a degree which does not create an actual hazard to the public health, but which does adversely and unreasonably affect such water for domestic use or which results in the water being in violation of a Maximum Contaminant Level (MCL) or Maximum Contaminant Level Goal (MCLG).

Potable Water: Water which is classified as suitable for drinking, in accordance with current drinking water standards and regulations.

Pressure Vacuum Breaker: A device containing one or two independently operated spring loaded check valves and an independently operated spring loaded air inlet valve located on the discharge side of the check or checks. Device includes tightly closing shut-off valves on each side of the check valves and properly located test cocks for the testing of the check valve(s).

Private Hydrant: A hydrant located on private property connected to the Cohasset Water Department distribution system. Annual fees apply.

Reduced Pressure Principle Backflow Preventer: An assembly consisting of two (2) independently operating approved check valves with an automatically operating differential relief valve located between the two (2) check valves, tightly closing shut-off valves on each side of the check valves, plus properly located test cocks for the testing of the check valves and the relief valve.

Residential Dual Check: An assembly of two (2) spring loaded independently operating check valves without tightly closing shut-off valves and test cocks. Generally employed immediately downstream of the water meter to act as a containment device.

State of Water Supply Conservation: Shall mean a State of Water Supply Conservation declared by the Town, through its Board of Water Commissioners, pursuant this regulation.

Street Side Service: The segment of the Water Service Connection which extends from the main to a service shut-off valve, which is usually located on the street side of the property line.

Water Service Entrance: That point in the owners water system beyond the sanitary control of the Department, generally considered to be the outlet end of the water meter and always before any unprotected branch.

Water Service Connections: The water service is the supply line from the main to the water meter which is installed in the consumer's residential or commercial facility. The service generally consists of two segments: The Street Side Service segment which extends from the main to a service shut-off valve, which is usually located on the street side of the property line; and the Consumer Side Service segment which extends from the shut-off valve to and included the meter located within the consumer's property

Water System: The Cohasset water system consists of three parts:

1. The Raw Water Supply System: Which encompasses the Aaron River Reservoir, Lily Pond, flow control structures, and connecting streams, tributaries and piping to the Raw Water Intake Structure, the Ellms Meadow wellfield and the Sohier Street wells.

2. The Treatment Pumping Facilities: Which consist of the Lily Pond Water Treatment Plant, the adjacent grounds and related equipment and appurtenances and other structures used in the treatment, production, storage tanks and delivery of potable water to the distribution system.

3. The Distribution and Storage Tanks System: Which consists include the network of mains, hydrants, and valves, the Route 3A booster station, and the Bear Hill and Scituate Hill Water Storage Tanks used for the delivery of potable water from the Treatment Facility to the Water Service Connections.

Water Users or Water Consumers shall mean all public and private users of the Town's public water system, irrespective of any person's responsibility for billing purposes for water used at any particular facility.

Zone A: Means

- (a) The land area between the surface water source and the upper boundary of the bank;
- (b) The land area within a 400 foot lateral distance from the upper boundary of the bank of a Class A surface water source, as defined in 314 CMR 4.05(3)(a); and
- (c) The land area within a 200 foot lateral distance from the upper boundary of the bank of a tributary or associated surface water body.

Zone B: Means the land area within ½ mile of the upper boundary of the bank of a Class A surface water source, as defined in 314 CMR 4.05(3)(a), or edge of watershed, whichever is less. However, Zone B shall always include the land area within a 400-foot lateral distance from the upper boundary of the bank of the Class A surface water source.

Zone C: Means the land area not designated as Zone A or B within the watershed of a Class A surface water source as defined at 314 CMR 4.05(3)(a).

Zone I: Means the protective radius required around a public water supply well or wellfield. For public water system wells with approved yields of 100,000 gpd or greater, the protective radius is 400 feet. Tubular wellfields require a 250-foot protective radius. Protective radii for all other public water system wells are determined by the following equation: Zone I radius in feet = (150 x log of pumping rate in gpd) - 350. This equation is equivalent to the chart in the Guidelines and Policies for Public Water Systems. A default Zone I radius or a Zone I radius otherwise computed and determined by the Department shall be applied to transient non-community (TNC) and non-transient non-community (NTNC) wells when there is no metered rate of withdrawal or no approved pumping rate.

Zone II: Means that area of an aquifer that contributes water to a well under the most severe pumping and recharge conditions that can be realistically anticipated (180 days of pumping at approved yield, with no recharge from precipitation). It is bounded by the groundwater divides that result from pumping the well and by the contact of the aquifer with less permeable materials such as till or bedrock. In some cases, streams or lakes may act as recharge boundaries. In all cases, Zone II shall extend upgradient to its point of intersection with prevailing hydrogeologic boundaries (a groundwater flow divide, a contact with till or bedrock, or a recharge boundary). The Zone II must include the entire Zone I area. For springs, the Zone II is that area of an aquifer, which contributes water to the spring under naturally flowing conditions.

Zone III: Means that land area beyond the area of Zone II from which surface water and groundwater drain into Zone II. The surface drainage area as determined by topography is commonly coincident with the groundwater drainage area and will be used to delineate Zone III. In some locations, where surface and groundwater drainage is not coincident, Zone III shall consist of both the surface drainage and the groundwater drainage areas.

SECTION III

WATER USE RATES & FEES

1. **Consumer Responsibility**

The consumer is responsible for all water rates, fees, and fines. This includes all water passing through a meter, regardless of whether the water was used or wasted.

2. **Rates**

In accordance with the statutory requirements of Chapter 128 of the Acts of 1886 as amended, the rates for use of the water under the jurisdiction of the Water Commission are set by the Board of Water Commissioners and approved by Town Meeting. The billing statement mailed to the consumer from the Town Treasurer/Collector's office indicates the volume of water consumed and the amount due.

3. **Fees**

A. Water fees are assessed to recover the costs of specific services provided by the Water Department and are established by vote of the Board of Water Commissioners and are in effect upon filing with the Town Clerk.

B. Copies of the current water rate and fee schedule can be obtained at the Town Clerk's office or at the Water Department's office.

4. **Rate and Fee Schedule**

A. Rates and fees are listed in Appendix A.

SECTION IV

ADMINISTRATIVE REQUIREMENTS

1. CONTRACT

The rules and regulations adopted by the Water Commissioners as set forth herein, or as they may be further amended, shall be adhered to, and govern the relations between the Water Commissioners and the consumer, and every consumer who uses the water in fact, is bound thereby.

2. WATER SERVICE APPLICATION

A. APPLICATION FORMS

Permit application forms (Appendix B) for a new water service installation, for repair or replacement to an existing water service, or for the change of ownership or renewal of existing water service shall be obtained from the office of the Water Department and completed by the owner of the property or by his authorized agent. The Superintendent or his designee shall complete that portion of the application, which sets forth the fees required for the new or renewal service. The current record owner of the property shall sign the completed application form and return same to the Water Department for approval by the Superintendent. Prior to the completion of the application, a complete schedule of charges for the installation of new services and renewals can be obtained from the Cohasset Water Department.

B. SIGNATURE OF THE OWNER/APPLICANT

The application form must be signed by and include the mailing address of the owner of the premises. In case of more than one owner or if the premises is owned by a trust or other legal entity, the application must be signed by the owner, trustee, or other person who is responsible for payment of the real estate taxes to the Town.

C. CHANGE OF OWNERSHIP

New owners shall have no right to the use of water until the application has been approved and until all outstanding bills for water use and fees charged against the premises have been paid. The Water Department must be notified at least ten (10) days prior to the sale of a property, at which time a final meter reading will be scheduled and performed by the Water Department. The former owner is responsible for payment of all bills up to the date of the final reading. Failure to notify the Water Department may result in the final meter reading occurring after the change in ownership.

3. METERS

A. Water meters may be installed or removed only by Water Department personnel or their authorized representatives, to assure proper meter handling and storage, and accuracy of billing. The cost of a standard size meter is included in any connection charge made by the Water Department, however, meters greater than one inch must be purchased from the water department at property owner's expense

B. No water service will be turned on until a meter has been installed. No meter will be installed until all fees are paid.

C. Spacer bars for new construction are not allowed.

4. BILLING

A. Invoices will be mailed to the owner, at the address as entered on the permit application until the Water Department is notified in writing of a change of address or a change of ownership.

B. Consumers and/or owners are responsible for providing the correct and current address and ownership. Failure to receive an invoice does not constitute a reason for an extension of time for payment.

C. The Water Department will not be bound by bills rendered under mistake of fact.

5. PAYMENT RESPONSIBILITY

The owner of the property is responsible at all times for any and all charges. Prior to the property being sold or otherwise transferred to a new owner or if the service is to be terminated, a written notice shall be given to the Water Department. This notice shall list the name and mailing address of the new owner. A final reading form must be completed by the old owner or their agent and returned to the Water Department. Until the service is terminated in accordance with these requirements, charges will continue to be made against the former owner.

6. PAYMENT

A. Water bills are rendered quarterly and are due and payable upon receipt of the bill. Interest charges will not apply to the current amount billed for thirty days. Thirty days after the billing date, interest charges will be initiated and added to any overdue portion at the current rate established by State statute and administered by the Treasurer.

B. Failure to receive a bill does not relieve the owner in any way from liability of payment, nor from the lien process and/or the shutting off of water under the conditions of non-payment stipulated within these regulations.

C. After prior notification to the consumer for non-payment of a water bill, the Water Department has the right to shut off water service to that consumer. If shut off, the water service will be reinstated after full payment of the total amount due including an additional fee, which is stated in fee schedule for turning on the service.

7. LIENS

A. In accordance with provisions of Chapter 40 of the Massachusetts General Laws, unpaid bills and any accrued interest thereon at the end of the Town's fiscal year will become a lien on the properties to which water has been furnished.

B. The following procedure will be administered by the Town of Cohasset Treasurer/Collector:

1. After the due date of the fourth billing of each fiscal year, a demand notice is mailed to the consumer. A \$5.00 demand charge is added to unpaid water/sewer charges.

2. The Deputy Collector serves a warrant to each property location showing those charges associated with unpaid water, accumulated interest, \$5.00 warrant fee, and a \$23.00 Deputy Collector fee.

3. In the lien process, the Water Commissioner's must certify to the Town Assessor the amount of unpaid water accounts to be added to the third fiscal year tax bill. At that time, a \$50.00 per meter lien penalty is added to each account. After charges have been added to the tax bill they are subject to the same provisions as unpaid taxes.

8. ABATEMENT PROCEDURE

A. The procedure for abatements is governed by General Laws c. 40, §§ 42A-42E, and General Laws c. 59, § 63, which provides that the Water Commissioners "...shall, within ten days after their decision on an application for an abatement, send written notice thereof to the applicant. If the assessors fail to take action on such application for a period of three months following the filing thereof, they shall, within ten days after such period, send the applicant written notice of such inaction. Said notice shall indicate the date of the decision or the date the application is deemed denied as provided in section sixty-four, and shall further state that appeal from such decision or inaction may be taken as provided in sections sixty-four to sixty-five B inclusive."

B. Any consumer who believes that an incorrect bill has been issued for his/her water service may request an abatement using the form provided in Appendix D.

C. The Water Bill Abatement Procedures are set forth below.

1. Abatement request must be in writing, signed by the consumer or property owner, and shall state concisely the amount the consumer wishes to be abated and the reason why the consumer requests that the abatement should be granted.

2. The account history will be checked in the meter book. An appointment will be made to inspect the premises. Toilets and other plumbing fixtures will be checked, and leaks pointed out to the customer. The meter reading will be verified.

3. The customer will be informed that they may have the Cohasset Water Department test their meter for accuracy.
4. The owner may request a hearing in writing with the Board of Water Commissioners.

D. The Board will decide what it considers to be a fair and equitable abatement under all circumstances. It may make an abatement for as many years as it deems appropriate. Under certain circumstances, abatements must be submitted to the Department of Revenue, Division of Local Affairs, for its consideration.

E. Once the Board has deliberated this issue and reached a conclusion, it will provide in writing a statement of its findings with ten days to the applicant. As appropriate, these findings may be submitted to the Department of Revenue and the Town may issue a check in the amount of the abatement. Any notice of decision to deny an abatement shall notify the applicant that an appeal from such decision or inaction may be taken as provided in sections sixty-four to sixty-five B inclusive of Chapter 59 of the General Laws.

SECTION V

LIABILITY AND RESPONSIBILITY

1. ACCESS TO PROPERTY

Agents of the Water Department shall have reasonable access to the property served, to read the meter, to determine the amount of water passing through the service, to perform backflow inspections, validate proper connection to the water system, , and if necessary, to shut off water service.

2. SERVICE ALTERATIONS

No alterations shall be made to the water service, except by authorized agents of the Water Department.

3. SERVICE INTERRUPTIONS

A. The Department shall not in any way, nor under any circumstance, be held responsible or liable to any person or persons, for any loss or damage from any excess or deficiency in the pressure, volume or supply of water, due to any cause whatsoever.

B. The Department 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.

4. DISCOLORED WATER

The Water Department will take reasonable steps to maintain acceptable water quality, but is not responsible for damage caused by discolored water resulting from the opening or closing of any gate valve, from repairs to the distribution system or treatment plant, the use of hydrants for fire protection or flushing the system, the breaking of any supply line, or any other reason.

5. SHUTTING OFF SUPPLY

The Department will endeavor to give 48 hours notice to as many of the consumers as may be affected as time and character or repair work allows, whenever it becomes necessary to close down the supply for any particular section of the distribution system in order to make repairs or changes. The Department will, as far as practicable, use every effort to prevent damage or inconvenience; but failure to give such notice will not involve the Department in any responsibility or liability for damage arising from shutting off the supply or any subsequent conditions arising therefrom.

6. COLLAPSED BOILERS

The Department reserves the right at any time, without notice, to shut off the water supply for the purpose of making repairs, extension, or other reasons, and all consumers having boilers or other water use appliances on their premises, are hereby warned against danger of collapse from these sources, and are urged to provide check valves and safety devices, as required by law. In any event the Department expressly stipulates that there shall be no liability for damages resulting therefrom.

7. CONSUMER PLUMBING

The Department will not assume any liability for conditions in the consumer's plumbing appliances, which may be the cause of trouble, coincident with, or following repairs made to any part of the supply system by the Department.

8. RESPONSIBILITY FOR SERVICE LINE

The responsibility for maintaining the Consumer Side Service line, from the shut off valve to the service building, is that of the consumer. This includes installation and maintenance to keep it free from leaks and blockages. Failure by consumers to repair this service within 10 days of notification by the Water Department will result in the Water Department making repairs and charging the cost back to the customer.

SECTION VI

SERVICE CONNECTIONS

1. **GENERAL REQUIREMENTS AND STANDARDS**

A. The Water Department will make all taps in the main, at owners' expense and specify the size, kind, and quality of materials used in the service. The Street Side Service will be furnished and installed by, and remain the property of the Water Department, under its sole jurisdiction. The curb stop, which contains the shut off valve, shall be kept accessible at all times.

B. The size, kind, and quality of the materials used in the Consumer Side Service shall be as specified by the Water Department.

C. The Consumer Side Service shall be furnished, installed and maintained by and at the expense of the consumer. The consumer is responsible for keeping the service free of leaks or blockages in accordance with the Department standards. Any new installation, maintenance or repair work shall be inspected and approved by the Water Department.

D. No maintenance, extension or repair work on the customer side service may be performed without prior approval from the Water Department.

2. **SEPARATE SERVICE**

Every building will be served by a separate service unless otherwise approved by the Board of Water Commissioners. Services shall not cross abutting properties without approval of the Commission.

3. **CUSTOMER SIDE SERVICE LINE PIPE CHARACTERISTICS**

A. The owner is required to install a type K copper pipe service which is not less than 1" in diameter, from his house to the property line. When installing service lines, the following schedule will apply:

<u>Service Length</u>	<u>Pipe Diameter</u>
Up to 200 feet	1 inch
Longer than 200 feet	2 inches

B. For service lines longer than 200 feet, plastic pipe may be used for the Consumer Side Service. Plastic pipe must be of top quality, be HDPE or MDPE, meet NSF 61 standards, have minimum 200 psi tested capacity, and be approved by the Department.

C. The pipe must be tested to not less than 150 psi unless it is plastic pipe of 100 feet or more in which case 200 psi is required.

D. The pipe must be embedded in sand with not less than six inches (6") depth under the pipe and twelve inches over the pipe before backfilling pursuant to Water Department specifications. The Water Department will inspect and approve this installation before backfilling.

E. When plastic pipe service is used for Customer Side Service or services longer than 100 feet, an underground frost-proof meter pit (to Water Department specifications) must be provided at the property line after the curb stop.

4. FITTINGS

A. All brass fittings used on underground lines must be of a manufacturer approved by the department and certified to be less than 0.25% lead content manufacture or the lowest lead content brass fittings currently on the market.

B. A full bore ball valve shall be installed in the service line on the intake and discharge side of each water meter. The valves shall be the same size than the building header piping.

5. MAIN AVAILABILITY

Applicants for water service in locations where no mains abut the property shall be required to extend the water main at their expense to their property.

6. PROPERTY OWNER GRADE CHANGE and RELOCATION

The property owner shall make all changes in his portion of the service required by grade changes, relocation or other causes, to remain a minimum of four feet (4') below grade.

7. RELATION OF SEWER LINES AND OTHER UTILITIES TO WATER MAINS

The relative location of sewer lines and other utilities to water mains shall be established as set forth in applicable state regulations such as the TR-16, "Guide for the Design of Wastewater Treatment Works" dated 1980 and as amended, Title V Sanitary Sewer Regulations, and other applicable state regulations and standards.

8. SWIMMING POOLS

A. The consumer may install a separate water service from the water main to the swimming pool site. The service line shall be installed in accordance with the regulations set forth herein.

B. When possible, a permanently constructed fill pipe should be installed with a sufficient air gap to prevent a cross-connection. If a below-the-water-line pipe is installed it must be protected by approved back flow preventer (see section 13). When filling a pool by hose, every precaution must be taken so as to eliminate a potential cross connection. This may be accomplished by not letting the hose be in the pool water itself. (See Cross Connection Section)

C. Swimming pools may not be filled by the use of a fire hydrant.

9. DAMAGE TO CONSUMER'S SERVICE

Damage to consumer's service caused by work or equipment owned by contractors will not be repaired by the Water Department. The Water Department will shut off the water until repairs have been made and then turn it on again. Applicable fees will be billed to the property owner.

10. PLUMBER NOTIFICATION

If any changes in the consumer's service line are made, it is the duty of the owner and/or the plumber who makes the change or addition to notify the Water Department at the time of application for the plumbing permit.

11. PROHIBITED USE OF WATER DEPARTMENT CURB STOP

A. A Curb Stop will be installed by the Water Department at or near the curb line, for the convenience and use of the Water Department solely. Anyone not authorized by the Water Department is prohibited from operating the Curb Stop.

B. Any person found using the Water Department's Curb Stop without authority, is subject to a fine and may be further prosecuted according to the law.

12. SHUTTING OFF AND TURNING ON WATER SERVICE

In order to have water shut off during a period of non-occupancy, the owner or his agent must so request to the Water Department in writing. Customers requesting a shut off service will be subject to the Department's shut-off fee. Having the water shut off does not relieve the owner from payment of the bill in full. . If the water has been shut off by the Water Department for non-payment all charges must be scheduled for payment before the water is turned on.

13. TEMPORARY SERVICES

The department may allow temporary services provided all other requirements of the regulations are met.

SECTION VII

LAWN SPRINKLERS & IRRIGATION SYSTEMS

I. REGISTRATION REQUIREMENT

All automatic lawn sprinkler systems connected to the municipal water system in the Town of Cohasset shall be registered with the Board of Water Commissioners no later than July 1, 2008 or 30 days following installation, whichever is later. The Registration Form is attached in Appendix E.

All sprinkler systems subject to this regulation shall be plumbed so that a shut off valve is located outside the building and situated so that it may be shut off if found to be in violation of this regulation and/or in the event of a State of Water Conservation or to implement the Drought Management Plan. For the purposes of this section only, Water Department personnel may enter upon the property to enforce this section.

II. BACKFLOW PREVENTION.

All automatic lawn sprinkler systems connected to the municipal water system in the Town of Cohasset shall be protected from a backflow condition by the installation of a backflow prevention device approved by the Board of Water Commissioners. Each backflow prevention device shall be registered with the Board of Water Commissioners.

The Board of Water Commissioners shall maintain a list, available to the public, of approved backflow prevention devices. Each backflow prevention device shall be installed in accordance with Massachusetts General Law and the manufacturers' instructions. Each device shall be tested upon installation and annually thereafter, in accordance with Massachusetts General Law. A Massachusetts Certified Backflow Device Tester shall perform all testing. Copies of results of all testing shall be filed with the Water Department.

III. RAIN SENSOR DEVICE.

Installation of new automatic lawn sprinkler systems connected to the municipal water supply in the Town of Cohasset shall be equipped with a rain sensor device, approved by the Board of Water Commissioners, so that watering will be automatically prevented during rain storms.

Any service or repair to an existing automatic lawn sprinkler system shall include the installation of an approved rain sensor device, if the same is not already installed and in good working condition.

The Board of Water Commissioners shall maintain a list, available to the public, of approved rain sensor devices.

SECTION VIII

FIRE HYDRANTS AND LINES

1. **HYDRANT USAGE RIGHTS**

Fire hydrants may not be opened, except by the Fire Department, Water Department, or persons authorized by the Water Department.

2. **FIRE LINE USAGE RIGHTS**

Fire lines which feed building sprinkler systems or private hydrants will not be tapped for any other purpose. This would jeopardize the sprinkler system, public health and constitutes a theft of water.

3. **FINES**

Violators of this Section shall be subject to fines for each violation as set forth in Appendix A.

4. **ACCESS**

Property owners are responsible for keeping the fire hydrant abutting their property free and clear so it can be easily accessed by Fire Department personnel.

5. **PRIVATE HYDRANTS**

The Department will inspect, test and exercise annually all hydrants on private property. Private hydrants may be used by the Department for system flushing as needed.

SECTION IX

METERS

1. GENERAL

Meters are to be installed on all customer services by the Water Department. Maintenance including ordinary replacements and repairs will be assumed by the Water Department for meters up to one inch. The size of the meter will be approved by the Water Department. All services require a minimum meter size of 1 inch. The water department may allow 5/8" meters per a unit for a multi-unit building fed from a single service.

2. SUPPLYING WATER TO OTHER PREMISES

No consumer shall supply water to other premises except with the approval of the Water Commissioners and on an emergency basis only.

3. SUBMETERING

Apartment buildings established after the effective date of Chapter 417 of the Acts of 2004 shall be required to have Department approved water meters for each apartment unit.

4. REPAIR CHARGES

Meters that need to be repaired or replaced due to negligence of others shall be done so at the expense of the consumer.

5. METER SETTING AND REMOVAL

All meters must be set by a Water Department employee and shall not be removed or disturbed except by a Water Department employee, or an approved licensed plumber with prior Department notification. A fine per current fee schedule, plus the price of a replacement meter will be assessed for removing, disturbing or tampering with meters or their seals.

6. LOCATION OF METERS

Whenever feasible, the meter will be set at the point where the service enters the building. Where it is not practical to set the meter in the building, the meter will be set in a pit at a location determined by the Department. If the Water Commissioners determine that the meter installation should be changed, they reserve the right to do so. Services over 200 feet in length must have an approved meter pit at the curb stop.

7. ACCESS TO METERS

The consumer shall be responsible for providing free access to the meter by Water Department employees, wherever located, at all times. Failure to remove any obstruction, preventing free access to the meter within three days after being notified shall constitute cause for shutting off the water, and assessing fees according to the current fee schedule.

8. METER TESTING

Upon written request of the owner, the meter will be tested for accuracy by the Water Department. A meter test fee as shown of the schedule of rates and fees will be paid by the consumer.

9. METER READING EQUIPMENT

If any automated meter reading device is removed or relocated the Department will repair and replace the device and charge the property owner per the current fee schedule.

10. THEFT OF WATER

Water shall be drawn only from designated locations where a Department approved meter is installed or from a fire hydrant by Department of Fire Department personnel or others approved by the Water Department. Any other water drawn from the water system is prohibited.

11. ADDITIONAL METER

Additional meters are defined as more than one meter on a single water service. Additional meters shall be purchased from the Department and subject to the current Rules and Regulations, rates, fees and installed by the Water Department.

12. LARGE METERS

Meters over 1" are purchased by Owner from the Department.

SECTION X

SUB-DIVISIONS AND DEVELOPMENTS

1. GENERAL

Plans for any proposed subdivision or development of land in Cohasset, must be submitted to the Water Commissioners for approval no later than thirty (30) days prior to the time they are submitted to the Planning Board for their consideration. This submittal must comply with the following requirements:

A. The developer or contractor will supply and install all mains, pipes, valves, fittings and hydrants of the type, size, and location determined by the Commission.

B. All materials used, for temporary or permanent use, shall conform to American Water Works Association specifications and installation procedures to manufacturer's specifications, State and Local Plumbing Codes, NSF 61, and Water Department Technical Specifications.

C. Service will be installed and inspected in accordance with the rules herein.

D. Water main gate valves and hydrants shall be installed per direction of the Superintendent of the Water Department, subject to the approval of the Water Commissioners and the Chief of the Fire Department.

E. All installations will be inspected and approved by the Water Department before lines are charged. It is the responsibility of the contractor to notify the Water Department when inspections will be needed, prior to, and in order to backfill installations. Failure to comply will result in re-opening the trench for inspection and re-inspection fee.

F. No water will be turned on until all fees have been paid, and the requirements have been met under section 2, Connecting to Existing Mains.

G. The developer and contractor of a sub-division or owner of any individual lot in same shall have no right to have any connection made to water lines without the written consent of the Water Department.

2. CONNECTING TO EXISTING MAINS

A. The developer or contractor shall be responsible for the installation of all mains within the sub-division and connection to the existing main designated by the Water Commissioners. Connection to the existing main shall be witnessed and approved by the Water Department.

B. The developer shall furnish and install all pipe and fittings to the existing main, including specified tapped sleeves and gate, whether on public or private property. If the main is to be installed on an existing public way, a street opening permit shall be issued by the Board of Selectmen before installation commences. Upon installation, title to all water mains, fire

hydrants, and all fixtures relating to the water distribution system shall become the property of the Water Department.

C. Application for connecting to an existing main must be made by the developer or his agent on forms provided by and available at the Water Department (see Appendix C). Charges for the tapping of the main will be made by the Board and paid by the developer at the time the application is filed.

D. The developer prior to the time the water line is charged shall grant to the Water Department an easement a minimum of 20 feet wide centered on the water main or of sufficient in width and scope to allow the Department to operate Department water lines and access to repair and maintain those which are installed in private ways.

E. Upon completion of the work, the developer or contractor of any new development installations shall furnish the Water Department with a complete and accurate "as-built-plan" on Mylar paper and digital copy on AutoCAD or other electronic format pursuant to standards approved by the Water Department. The plans will include location, measurements, and type of water mains, hydrants with gates, gate valves and corporations. Service Curb Stops and service pipes to houses shall include all fittings and curb boxes. All locations will be triangulated from known reference points. Water will be turned on for the development upon compliance with this regulation.

F. Geographic Positioning System (GPS) locations of all subsurface infrastructure shall be determined, recorded, and reported to the Water Department pursuant to Water Department standards and specifications.

3. INSPECTIONS

A. Initial inspection of any water project installation or development will be required and provided by the Water Department. Re-inspections due to non-compliance by the inspected property will be subject to re-inspection fees.

B. In a multiple phase project, each project phase will be considered separately.

C. Inspections / on site monitoring are subject to current rates and fees.

4. ACCEPTANCE BY WATER DEPARTMENT

All new mains will be subject to a pressure test and bacteriological test prior to being accepted by the Department. The testing must be overseen by the Department and results must be forwarded to the Department in writing before water will be turned on. This testing will be conducted at the owner's expense.

5. RESPONSIBILITY FOR DAMAGE

A. The developer or contractor will be responsible for protecting gate valve boxes and curb boxes from damage by construction equipment before, during, and after installation. The developer or contractor will be responsible for renewing or replacing any damaged or inoperable equipment before water is turned on or restored to any portion of the development of individual lots; thereafter owners of individual lots shall be responsible.

B. The developer or contractor will be responsible for the repair of any leaks that occur while testing or charging the lines and will remain responsible until divesting ownership, where-upon the new owner shall become responsible.

C. The Water Department shall not be responsible for any loss or damage or injury resulting from the use of these water lines.

SECTION XI

CROSS-CONNECTION CONTROL

1. PURPOSE

The purpose of this regulation is to:

A. Protect the public drinking water supply served by the Water Department from the possibility of contamination or pollution by isolating, within its customers internal distribution system, such contaminants or pollutants which could backflow or back-siphon into the public water system.

B. Promote the elimination or control of existing cross-connections, actual or potential, between its customer in-plant potable water system, and not-potable systems.

C. Provide for the maintenance of a continuing program of cross-connection control which will effectively prevent the contamination or pollution of all potable water systems by cross connection.

2. AUTHORITY

A. This regulation is adopted pursuant to the Federal Safe Drinking Water Act of 1974 (Public Law 93-S), Massachusetts General Laws Chapter 56, and Massachusetts Department of Environmental Protection regulation 310 CMR 22.22, which provide that the water purveyor has the primary responsibility for preventing water from unapproved sources, or any other substances, from entering the public potable water system.

B. This regulation is adopted pursuant to Chapter 128 of the Acts of 1886, as amended, which provides that the Cohasset Board of Water Commissioners shall have the authority to manage, improve and control the land, water rights and other property, and all works, buildings and other structures of the water department as they deem best for the interests of the Town.

3. RESPONSIBILITY

The Board of Water Commissioners or their designee shall be responsible for the protection of the public potable water distribution system from contamination or pollution due to the backflow or back-siphonage of contaminants or pollutants through the water service connection.

If, in the judgment of the Board of Water Commissioners or their designee, an approved backflow device is required at the Department's water service connection to any customer's premises, the Board of Water Commissioners or their designee, shall give notice in writing to said customer to install an approved backflow prevention device at each service connection to his premises. The customer, shall, within 90 days install such an approved device, or devices, at his own expense, and failure or refusal, or inability on the part of the customer to install said device or devices within ninety (90) days, shall constitute ground for discontinuing water services to the premises until such a device or devices have been properly installed.

4. ADMINISTRATION

A. The Department shall operate a cross-connection control program to include the keeping of necessary records, which fulfills the requirements of this Regulation and is approved by the Massachusetts Department of Environmental Protection.

B. The Owner shall allow his property to be inspected for possible cross-connections and shall follow the provisions of the Department's program and the state Cross Connection Regulations if a cross-connection is permitted.

C. If the Department requires that the public supply be protected by containment, the Owner shall be responsible for water quality beyond the outlet end of the containment device and should utilize fixture outlet protection for that purpose.

5. REQUIREMENTS

A. Department

1. On new installation, the Department will provide on-site evaluation and/or inspection of plans in order to determine the type of backflow preventer, if any, that will be required, issue the permit, and perform inspection and testing. In any case, a minimum of a dual check valve will be required in any new construction.
2. For premises existing prior to the start of this program, the Department will perform evaluations and inspections of plans and /or premises and inform the owner by letter of any corrective action deemed necessary, the method of achieving the correction, and the time allowed for the correction to be made. Ordinarily, ninety (90) days will be allowed, however, this time period may be shortened depending upon the degree of hazard involved and the history of the device(s) in question.
3. The Department will not allow any cross-connection to remain unless it is protected by an approved backflow preventer for which a permit has been issued and which will be regularly tested to insure satisfactory operation.
4. The Department shall inform the Owner by letter, of any failure to comply, by the time of the first re-inspection. The Department may allow an additional fifteen (15) days for the correction. In the event the Owner fails to comply with the necessary correction by the time of the second re-inspection, the Department will inform the Owner by letter, that the water service to the Owner's premises will be terminated within a period not to exceed five (5) days. In the event that the Owner informs the Department of extenuating circumstances as to why the correction has not been made the Department may grant a time extension of no more than an additional thirty (30) days.

5. If the Department determines at any time that a serious threat to the public health exists from a water service, said water service will be terminated immediately.
6. The Department shall have on file, a list of Private Contractors who are certified backflow device testers. All charges for these tests will be paid by the Owner of the building or property.
7. The Department will begin initial premise inspections to determine the nature of existing or potential hazards, following the approval of this program by the Massachusetts Department of Environmental Protection. The initial focus will be on high hazard industries and commercial premises.

B. Owner

1. The Owner shall be responsible for the elimination or protection of all cross-connections on his premises.
2. The Owner, after having been informed by a letter from the Department, shall at his expense install, maintain, and test, or have tested, any and all backflow preventers on his premises.
3. The Owner shall immediately correct any malfunction of the backflow preventer which is revealed by periodic testing.
4. The Owner shall inform the Department of any proposed or modified cross-connections and also any existing cross-connections of which the Owner is aware but has not been found by the Department no later than forty-eight hours following the installation of same.
5. The Owner shall not install a by-pass around any backflow preventer unless there is a backflow preventer of the same type on the bypass. Owners who cannot shut down operation for testing of the device(s) must supply additional devices necessary to allow testing to take place.
6. The Owner shall install backflow preventers only in a manner approved by the Department.
7. The Owner shall install only backflow preventers approved by the Department.
8. Any Owner having a private well or other private water source, must have a permit if the well or source is cross-connected to the Department's system. Permission to cross-connect may be denied by the Department. The Owner may be required to install a backflow preventer at the service entrance if a private water source is maintained, even if it is not cross-connected to the Department's system.

9. In the event the Owner installs plumbing to provide potable water for domestic purposes which is on the Department's side of the backflow preventer, such plumbing must have its own backflow preventer installed.
10. The Owner shall be responsible for the payment of all fees for permits, annual or semi-annual device testing, re-testing in the case that the device fails to operate correctly, and second re-inspections for non-compliance with Department requirements.

6. DEGREE OF HAZARD

The Department recognizes the threat to the public water system arising from cross-connections. All threats will be classified by degree of hazard and will require the installation of approved reduced pressure principle backflow prevention devices or double check valves.

7. PERMITS

The Department shall not permit a cross-connection within the public water supply system unless it is considered necessary and that it cannot be altered.

- A. Cross-connection permits that are required for each backflow prevention device are obtained from the Department. A fee will be charged for the initial permit and a fee will be charged for the renewal of each permit.
- B. Permits are renewable every 3 years and are non-transferable. Permits are subject to revocation and become immediately revoked if the Owner should so change the type of cross-connection or degree of hazard associated with the service.
- C. A permit is not required when fixture isolation is achieved with the utilization of a non-testable backflow preventer.

8. EXISTING IN-USE BACKFLOW PREVENTION DEVICES

Any existing backflow preventer shall be allowed by the Department to continue in service unless the degree of hazard is such as to supersede the effectiveness of the present backflow preventer, or result in an unreasonable risk to the public health. Where the degree of hazard has increased, as in the case of a residential installation converting to a business establishment, any existing backflow preventer must be upgraded to a reduced pressure principle device, or a reduced pressure principle device must be installed in the event that no backflow device was present.

9. PERIODIC TESTING

- A. Reduced pressure principle backflow devices shall be tested and inspected at least semi-annually.
- B. Periodic testing shall be performed by the Department's certified tester or his delegated representative. This testing will be done at the Owner's expense.

- C. The testing shall be conducted during the Department's regular business hours. Exceptions to this, when at the request of the Owner, may require additional charges to cover the increased costs to the Department.
- D. Any backflow preventer which fails during a periodic test will be repaired or replaced. When repairs are necessary, upon completion of the repair, the device will be re-tested at Owner's expense to insure correct operation. High hazard situations will not be allowed to continue unprotected if the backflow preventer fails the test and cannot be repaired immediately. In other situations, a compliance date of not more than thirty (30) days after the test date will be established. The Owner is responsible for spare parts, repair tools, or a replacement device. Parallel installation of two (2) devices is an effective means of the Owner insuring that uninterrupted water service during testing or repair of devices and is strongly recommended when the Owner desires such continuity.
- E. Backflow prevention devices will be tested more frequently than specified in A above, in cases where there is a history of test failures and the Department feels that due to the degree of hazard involved, additional testing is warranted. Cost of the additional test will be borne by the Owner.

10. RECORDS AND REPORTS

- A. Records. The Department will initiate and maintain the following records:
 - 1. Master files on customer cross-connection tests and/or inspections.
 - 2. Master files on cross-connection permits.
 - 3. Copies of lists and summaries supplied to the Commission.
- B. Reports

The Department will submit reports to the Massachusetts Department of Environmental Protection as required by state regulations.

11. FEES AND CHARGES

The Department will publish a list of fees or charges for the following services or permits:

- 1. Testing fees
- 2. Re-testing fees
- 3. Fee for re-inspection
- 4. Charges for after-hours inspections or tests
- 5. Fines & penalties

ADDENDUM

1. RESIDENTIAL DUAL CHECK

Effective the date of the acceptance of this Cross-Connection Control Program for the Town of Cohasset all new residential buildings will be required to install a residential dual check device immediately downstream of the water meter. Installation of this residential dual check device on a retrofit basis on existing service lines will be instituted at a time and at a potential cost to the homeowner as deemed necessary by the Department.

The Owner must be aware that installation of a residential dual check valve results in a potential closed plumbing system within his residence. As such, provisions may have to be made by the Owner to provide for thermal expansion within his closed loop system, i.e., the installation of thermal expansion devices and/or pressure relief valves.

2. STRAINERS

The Department strongly recommends that all new retrofit installations of reduced pressure principle devices and double check valve backflow preventers include the installation of strainers located immediately upstream of the backflow device. The installation of strainers will preclude the fouling of backflow devices due to both foreseen and unforeseen circumstances occurring to the water supply system such as water main repairs, water main breaks, fires, periodic cleaning and flushing mains, etc. These occurrences may "stir up" debris within the water main that will cause fouling of backflow devices installed without the benefit of strainers.

SECTION XII

WATER SUPPLY CONSERVATION

1. AUTHORITY

This Regulation is adopted by the Town of Cohasset Water Department under the municipal police powers to protect public health and welfare and its powers to regulate water use pursuant to M.G.L c. 41, S. 69B and pursuant to powers conferred by Article III, Section 10 of the Town of Cohasset General Bylaws.

2. PURPOSE

The purpose of this regulation is to protect, preserve, and maintain the public health, safety and welfare whenever there is in force a State of Water Supply Conservation providing for enforcement of any duly imposed restrictions, requirements, provisions, or conditions imposed by the Town.

3. DECLARATION OF STATE OF WATER SUPPLY CONSERVATION

The Town, through its Board of Water Commissioners, may declare a State of Water Supply Conservation upon a determination by a majority vote of the Board that a shortage of water exists and conservation measures are appropriate to ensure an adequate supply of water to all water consumers. Public notice of a State of Water Conservation shall be provided before it may be enforced.

4. RESTRICTED WATER USES

A declaration of a State of Water Supply Conservation shall include one or more of the following restrictions, conditions, or requirements limiting the use of water as necessary to protect the water supply. The applicable restrictions, conditions or requirements shall be included in the public notice required under Section 6.

A. Odd/Even Day Outdoor Watering

Outdoor watering by water users with odd numbered addresses is restricted to odd numbered days. Outdoor watering by water users with even numbered addresses is restricted to even numbered days.

B. Outdoor Watering Ban

Outdoor watering is prohibited.

C. Outdoor Watering Hours

Outdoor watering is permitted only during daily periods of low demand, to be specified in the Declaration of a State Water Supply Conservation and public notice thereof.

D. Filling Swimming Pools

Filling of swimming pools is prohibited.

E. Automatic Sprinkler Use

The use of automatic sprinkler systems is prohibited.

F. Single Hand Held Hose Use

Watering with a single hand held hose is permitted only during daily periods of low demand, to be specified in the declaration of a State of Water Supply Conservation and public notice thereof.

5. PUBLIC NOTIFICATION OF A STATE OF WATER SUPPLY CONSERVATION:
NOTIFICATION OF DEP

Notification of any provision, restriction, requirement or condition imposed by the Town as part of a State of Water Supply Conservation shall be published in a newspaper of general circulation within the Town, or by such other means reasonably calculated to reach and inform all users of water of the State of Water Supply Conservation. Any restriction imposed under paragraph IX. 5 shall not be effective until such notification is provided. Notification of the State of Water Supply Conservation shall also be simultaneously provided to the Massachusetts Department of Environmental Protection.

6. TERMINATION OF A STATE OF WATER SUPPLY CONSERVATION:
NOTICE

The State of Water Supply Conservation may be terminated by a majority vote of the Board of Water Commissioners, upon a determination that the water supply shortage no longer exists. Public notification of the termination of a State of Water Supply Conservation shall be given in the same manner required by Section 6.

7. PENALTIES

Any person violating this regulation shall be liable to the Town in the amount of \$50 for the first violation and \$100 for each subsequent violation which shall inure to the Town for such uses as the Board of Water Commissioners may direct. Fines shall be recovered by indictment, or on complaint before the District Court, or by non-criminal disposition in accordance with Section 21D of Chapter 40 of the General Laws. Each day of violation shall constitute a separate offense.

SECTION XIII

RECREATIONAL USE

1. GENERAL

The Town Water Supply areas, including the Pape Reservation, Brass Kettle Brook Conservation Area, the Aaron River Reservoir, Bound Brook, Aaron River, and Lily Pond are available for limited recreational use.

2. DESCRIPTION OF LIMITED RECREATIONAL USE

- A. Acceptable recreational use includes picnicking, row boating, fishing, and hiking.

The following recreational uses are prohibited on Lily Pond and the Aaron River Reservoir - sail boating, , motor or power boating (all types of motors – including but not limited to electric, gas, and diesel, are prohibited), swimming, wading, bathing, and all water contact sports.

- B. Persons using boats shall, at all times, be responsible for the sanitary condition of the boats. All boats must be clean and contain no refuse of any kind. Department personnel shall have the right to inspect all private boats launched at Department facilities and may deny access in order to protect water quality or the safety of occupants.
- C. All boats must be in compliance with current Massachusetts Boating Laws. Chock blocks must be used on vehicles when removing boats.
- D. Fishing from the shorelines of Lily Pond or the Aaron River Reservoir or from boats shall be allowed only during a season designated by the Water Commission or its designee.
- E. Boats shall not leave the mooring areas before dawn, and must return at the time posted at each mooring area. The beaching of boats at any point except at the designated mooring and landing areas is strictly prohibited, except in cases of extreme emergency. All privately-owned boats and other equipment must be removed from the property of the Water Department each day.
- F. No person shall enter upon the ice for the cutting or taking of ice or with any motorized or powered vehicle, drill, or device.

SECTION XIV

SEVERABILITY

The invalidity of any portion or provision of this regulation shall not invalidate any other portion or provision thereof.

APPENDIX A
Cohasset Water Department Rates and Fee Structure
(Effective 4/2/07)

RATE 1 Service Charges and Unit Consumption Charges for all Customers
(Adopted Annual Town Meeting March 31, 2007)

<i>Meter Size</i>	<i>Charge per Qtr.</i>	<i>Rate Level</i>	
		<i>(Plus) Charge per 100cf per Qtr.</i>	
		<u><i>1st Step (1)</i></u>	<u><i>2nd Step (2)</i></u>
5/8"	\$37.85	\$5.16	\$10.32
3/4"	\$37.85	\$5.16	\$10.32
1"	\$88.74	\$5.16	\$10.32
1 1/2"	\$173.65	\$5.16	\$10.32
2"	\$275.36	\$5.16	\$10.32
3"	\$545.50	\$5.16	\$10.32
4"	\$802.60	\$5.16	\$10.32
6"	\$2,000.00	\$5.16	\$10.32

Note (Seasonal Customers) –

In addition to the listed rates, all seasonal customers will also be charged a fixed fee of \$350.00 at the time their water service is turned on for their seasonal occupancy.

RATE 2 Standby Fire Service	5/8" or 3/4"	\$ 15.00 per qtr
	1" or larger	\$ 40.00 per qtr

RATE 3 Private Fire Protection Charge per Hydrant		<u>Annual</u>
	4" or less	\$ 207.00
	6"	\$ 600.00
	8"	\$1,280.00
	10"	\$2,300.00
	12"	\$3,700.00

(1) The 1st Step rate begins at 0 cf and ends at 2,000 cf per quarter.

(2) The 2nd Step rate begins at 2001 cf per quarter.

*Quarter is up to 100 days

Note: The billing statement indicates the volume of water consumed in units of 100 cubic feet (100cf).

One hundred cubic feet of water is equivalent of 748 gallons.

Connection Fees: *In addition to system development charges below:*

CF 1 Administrative Component

All Sizes \$1,500 new service charge This is a per unit charge and is in addition to the charge for the construction component.

CF 2 Construction Component

 New water service and distribution connections
(including replacement of existing service)

 Inspection - *1 hour minimum* - \$100.00/serviceman + cost of contractor labor
& materials (provided by customer)

Additional Hours - \$75.00/serviceman/hour

 New water service and distribution connections
(including replacement of existing service)

**CF 3 Construction temporary meter \$500 plus consumption
(6 month maximum)**

**CF 4 All meters over 1” paid for by Owner and purchased
 from Department.**

*Note: All connection charges must be paid before construction begins.
Any difference between the estimated and actual construction component will be reconciled after
construction is complete.*

Only authorized Water Department contractors may make connections.

System Development Fees: *In addition to connection charges above.*

SD 1 System Development Charge by Meter Size

<u>Meter Size of New or Expanded Connection</u>	<u>Equivalent 1-inch Meter Values (EMV)</u>	<u>Individual System Development Charge by Meter Size</u>
1-inch	1EMV	\$ 2,760.00
1 1/2 -inch meter	2 EMVs	\$ 5,520.00
2-inch meter	6 EMVs	\$16,560.00
3-inch meter	14 EMVs	\$38,640.00
System Development Charges (con't)		
4-inch meter	40 EMVs	\$110,400.00
6-inch meter	60 EMVs	\$165,600.00
8-inch meter	100 EMVs	\$276,000.00
Larger than 8-inch meter	N/A	Case-by-Case Calculation

Comments:

- ◆ This is a one-time charge that will be assessed on all new connections and is payable before construction begins.
- ◆ This charge will be assessed on the expansion of a connection by payment of the difference between the charge for the existing connection and the new connection.
- ◆ This charge does not apply to the replacement of a connection with one of the same or lower size.
- ◆ This charge is in addition to the connection charges and all other applicable charges.

Inspections & Services Fees:

IS 1 Service Calls*

During normal work hours (7:30 AM to 4:00 PM, weekdays)

After 2 hours, minimum charge: \$175.00
Each additional hour (after 2): \$75.00/hour

During overtime hours – all hours outside normal work hours

After 2 hours, minimum charge: \$265.00
Each additional hour (after 2): \$115.00/hour

*Services calls requiring less than two hours will not be charged, however, those requiring more than two hours time will be billed a rate of \$175 plus \$75 for the third and subsequent hours spent on site. Time will be billed in hour increments.

Service calls necessitated by actions/work of tradesmen, billing begins at the time of call.

IS 2 Final readings for property closings \$ 150.00
IS 3 Meter Replacement \$ 800.00
Remote Reader Only \$ 400.00

Other Fees:

OF 1 Turn on/off service during overtime hours \$ 115.00
OF 2 Backflow inspection & testing – non residential \$ 50.00/device
OF 3 Hydrant Flow Test
Two hour minimum \$ 550.00
Additional hours \$ 150.00/hr

Penalties:

P 1 Unreadable meter, quarterly penalty \$ 300.00
P 2 Unauthorized fire hydrant or fire line use \$ 500.00
May result in further prosecution according to the law
P 3 Unauthorized use of curb stop/shut-off \$ 500.00 *May result in further prosecution according to the law*
P 4 Unauthorized connection to the water system \$5,000.00
May result in further prosecution according to the law
P 5 Meter Tampering (daily penalty) \$ 100.00 (per day)

Note: In addition to the amount of the penalty any violator may also be charged all costs associated with fixing damages resulting from the violation. Printed 11/07



Commissioners
John K. McNabb, Jr.
Nathaniel G. Palmer
Glenn A. Pratt

**APPENDIX B
PERMIT APPLICATION FOR A WATER SERVICE**

**APPLICATION FOR CONNECTION TO
COHASSET WATER DEPARTMENT SYSTEM**

Date: _____

Meter No. _____

Route and Acct. No. _____

Rate _____

Assessors ID Parcel No. _____

RE: Premises Located at: _____

Type of Permit:

_____ ♦ New Service _____ ♦ Repair or Replacement

Will building be connected to public sewer _____ Yes ___ No _____ / _____ /20 _____

The undersigned, owner of the premises at the address shown above, hereby makes application to the Cohasset Water Department for connection to the system. It is agreed, that as the owner, I shall make available a suitable location with approved piping connections for the installation of a water meter, the size of which will be determined by the Water Department. I understand that the meter shall be installed by and remain the property of the Water Department. If an outside installation of a water meter is necessary, I shall have installed, at my expense and with Water Department's approval, a suitable pit and I will provide all piping and fittings necessary for the installation of the meter in accordance with the Water Department requirements.

I also understand that certain fees for new or replacement services have been established by the Board of Water Commissioners. I have reviewed the current fees schedule and agree that the fees as determined by the Water Department for this Water Service are: (note, this section to be completed by Water Department's Superintendent or his designee):

	TOTAL
1. Water service fee: _____ units at _____	_____
2. Street service size: _____ units at _____	_____
3. Additional meter cost for service larger than 1"	
TOTAL	_____

In addition to the above charges which are to be paid with this application, I agree to pay the actual cost of ledge and/or rock removal requiring blasting, or other method before the water service is activated. I also agree to pay additional costs involved in connecting to water mains and services within highway layouts under the control of the Massachusetts Highway Department and will abide by all conditions set forth in any Massachusetts Highway road opening permits granted to Cohasset Water Department for these premises. It is further agreed that before the water service is activated, the meter shall be in place and the applicable rate applied. The owner agrees to comply with all other Rules and Regulations of the Water Department.

I hereby acknowledge that I am the owner of the above listed premises and I will abide by the Cohasset Water Department's rules and regulations as adopted and as may be amended.

(Signature – Owner)	(Mailing Address)
Approved by: _____	_____
Superintendent Cohasset Water Department	(over)

RACIAL STATUS INFORMATION BLOCK

The following information is requested by the Federal Government in order to monitor our compliance with various civil rights laws. You are not required to furnish this information, but, are encouraged to do so. The law requires that we may not discriminate based upon this information, nor whether you choose to furnish it. However, if you choose not to furnish it, under Federal regulations we are required to note the race and sex on the basis of visual observation or surname. If you do not wish to furnish the above information, please check below.

I do not wish to furnish this information _____

Ethnicity:

Hispanic or Latino _____
 Not Hispanic or Latino _____

Race/National Origin:

American Indian or Alaskan Native _____
 Asian _____
 Black or African American _____
 Native Hawaiian or other Pacific Islander _____
 White _____
 Other (specify) _____

Sex:

Female _____
 Male _____

**APPENDIX C
APPLICATION FOR WATER DISTRIBUTION SYSTEM CONNECTION**



TO THE BOARD OF WATER COMMISSIONERS:

This application is made for the purpose of connecting _____
_____ (tap size)
to the existing water main located on _____
_____ (street)
for the _____.
_____ (development or street)

New main size and type _____

Length (feet) _____

Number of hydrants _____

Number of service connections (need application for meters)

Plans for the water main are attached for the approval of the Board. I will accept changes as directed and will comply with directions.

Variances to the approved plan must be approved by the Water Department before incorporating them in the construction.

The water distribution System Connection Fee shall be in accordance with Department Rates and Fees.

Inspections will be made by the Water Department at each phase of construction prior to backfilling. Re-inspection of a phase or portion shall be subject to Water Department Fees, until that phase meets the Department's requirements and directives.



**APPENDIX D
TOWN OF COHASSET**

**WATER COMMISSION
APPLICATION FOR ABATEMENT OF WATER RATES & CHARGES**

NAME: _____
ADDRESS: _____
LOCATION OF WATER SERVICE (if different): _____
TELEPHONE: _____

PERIOD OF ABATEMENT REQUEST: _____
NUMBER OF CUBIC FEET BEING CHARGED: _____
ABATEMENT REQUESTED IN CUBIC FEET: _____

REASONS FOR REQUESTING ABATEMENT: Please be specific, stating grounds for the belief that the water bill was excessive:

TO THE COHASSET WATER COMMISSION:
I HEREBY MAKE A WRITTEN APPLICATION FOR ABATEMENT OF MY WATER BILL AS NOTED ABOVE. THE ABOVE STATEMENTS ARE CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF.

(Print Name) (Date) (Signature of applicant)
(Title)

THIS APPLICATION MUST BE SIGNED. SEPARATE APPLICATION/S SHOULD BE FILED FOR EACH SEPARATE WATER CONSUMER LOCATION & TIME PERIOD.

OFFICE USE ONLY:
ACCOUNT NUMBER: _____
BILL PAID IN FULL ON: _____
PARTIAL PAYMENT MADE ON: _____
RECEIVED BY: _____ DATE: _____

**COHASSET WATER COMMISSION
WATER BILL ABATEMENT POLICY**

ABATEMENTS MAY BE GRANTED FOR THE FOLLOWING REASONS:

- A. ERROR IN BILLING.
- B. EXTREME HARDSHIP WITH DOCUMENTED LACK OF ABILITY TO PAY.
- C. DEFECTIVE WATER METER.
- D. ERRONEOUS METER READING.
- E. DOCUMENTED WATER LEAK.
- F. ONE OF A KIND OCCURRENCE WITH NO AVAILABLE DOCUMENTATION.

FOR WATER COMMISSION USE ONLY:

THE ABATEMENT REQUEST IS ALLOWED: _____ DENIED: _____
ABATEMENT IS FOR THE PERIOD: _____
ABATEMENT GRANTED FOR _____ CUBIC FEET
ABATEMENT IS GRANTED IN THE SUM OF: \$ _____

SIGNATURE:

Commission Chairman Print

Date

Signature

APPENDIX E
LAWN SPRINKLER & IRRIGATION SYSTEM APPLICATION



NAME _____
ADDRESS _____

Date _____
Account # _____
Fee paid: _____

Date of Installation: _____

Description of Lawn Sprinkler/Irrigation System:

Make: _____
Model: _____
No. heads: _____
Piping:
 Material: _____
 Diameter: _____
 Total Length: _____

Capacity:
 Minimum gallons per minute: _____
 Maximum gallons per minute: _____

Backflow prevention:
 Type of device installed: _____
 Date of backflow prevention inspection _____ (attach inspection report)

Rain sensor installed: _____

Installer: Name: _____
 Address: _____
 License #: _____