

Provincetown Water System Rules & Regulations Amended

The Provincetown Water & Sewer Board held a public hearing on Thursday, September 17th, 2015 at the Veterans Memorial Community Center, 2 Mayflower Street, Provincetown, MA 02657, and then and there adopted the following amended rules and regulations for the Provincetown Water System, to take effect upon publication.

PROVINCETOWN WATER DEPARTMENT RULES AND REGULATIONS

By the virtue of Massachusetts General Law Chapter 41 and other authority and powers, the Water Commissioners of the Town of Provincetown, Massachusetts establish the following Rules and Regulations relating to the provision of water by the Provincetown Water Department. All consumers on the Provincetown Water System are bound by these Rules and Regulations and future amendments thereto and are further bound to take water only for purposes stated in an application made by the consumer for water service, made to and approved by the Provincetown Water Department.

SECTION 1 – Definitions

- 1.1 Consumer.** The term “consumer” shall mean the individual, firm, corporation or any entity listed as the owner of the property.
- 1.2 Main.** A “main” shall mean the supply pipe laid in the street from which house connections are made.
- 1.3 Service.** A “service” shall mean the pipe running from the main in the street including a curb stop and a curb box.
- 1.4 Contractors and Developers.** Contractors and Developers shall mean an individual, firm, corporation or any entity who installs water mains, water services and their apprentices.
- 1.5 Superintendent.** “Superintendent” shall mean the Superintendent of the Water Department or the Superintendent’s designee.
- 1.6 Department.** “Department” shall mean the Town of Provincetown Water Department.
- 1.7 Additional Definitions.** Additional definitions as applicable are adopted as set forth in Massachusetts Plumbing Code, 248 CMR and in the Massachusetts Fire Prevention Regulations, 527 CMR.

SECTION 2 – General Provisions

- 2.1 Contractual Agreement.** Acceptance of service shall bind the Consumer to the laws, rules, regulations and policies of the Commonwealth of Massachusetts, the Town of Provincetown and the Provincetown Water Department, and shall form a part of the contract with every Consumer and shall be adhered to and govern the relations between the Department and the Consumer who is connected to the municipal water system and is bound hereby.
- 2.2 Application for Water Service.** All applications for any new installations alterations, replacements or change of ownership of a water service shall be submitted for approval by the Water Superintendent or his delegate to the water office by the owner of the property or his/her authorized agent in writing. The fee for connection charges must be made prior to issuance of a building permit.
- 2.3 Ownership Responsibilities & Liability.** All pipes, valves, taps and other appurtenances between the municipal water main and the outlet of the service valve inclusive are the property and responsibility of the Department. All piping, valves, equipment and any other appurtenances “downstream” of the service valve are the property and responsibility of the consumer although such items are required to meet the standards and specifications of the Department. An exception to the above is the water meter, which will always be the property of the Department.
- 2.4 Responsibility for Charges.** Consumers of water shall be charged with and held responsible for all water passing through their service pipes until such time as the Department is notified in writing that they no longer desire the use of water. In case of the sale of the property, such notice shall give the name of the new owner. New owners of the property shall have no right to the use of the water until application has been submitted, accepted and received final approval and until all outstanding charges against the property have been paid. Two weeks prior notice is required for all transfers of ownership except for cause set forth in writing and subsequently approved by the Department.
- 2.5 Availability of Municipal Water.** Application will be accepted for review subject to there being an existing municipal water main in a Town-owned street or right-of-way abutting the premises to be served, but approval of an application shall in no way obligate the Department to extend its mains to provide water to a premises. Installation of a water service line beyond the end of an existing water main shall not be allowed. The main must be extended (including necessary hydrants and appurtenances) to the furthest limit of the User’s property at their expense. Water mains shall be looped to the maximum extent possible and when required by the Water Superintendent.
- 2.6 Location, Plans and Specifications.** The Department has the exclusive right as to the location of any and all water services, fire service lines or water meters on the distribution system. Plans for said construction shall be submitted with the

application showing the curb box connection, the service line to the structure and the meter location. In the event that more than one meter is serviced by one service line each meter location and its unit designation shall be shown on said plan.

2.7 Construction. Owner of property desiring construction, alterations or attachments connected with the water supply shall submit plans and specifications for the proposed work to the Superintendent for inspection and approval or disapproval and for a determination as to whether the same is permissible. The Superintendent shall determine the terms, charges and conditions under which the proposed use shall be permitted.

2.8 Construction Inspections. The applicant or applicant's authorized agent shall notify the Department prior to commencing work for which plans and specifications have been approved. Upon said notification the Water Superintendent will designate the requirements for inspections during construction. Approval by the Water Superintendent or his designee is required at stages of work as designated by the Department. No work shall be covered or enclosed until so inspected and approved. Department inspections will be scheduled during normal working hours. If by mutual agreement inspections are scheduled for other than normal working hours, the applicant will be responsible for paying any and all extra costs.

2.9 Private Wells. All private wells shall be registered with the Provincetown Water Department and shall display in a conspicuous location a well registration sign. Cross connections between water system and private wells are prohibited per 310 CMR 22.22(2)(J).

2.10 Right of Entry. Owner or occupants of any premises served by Provincetown's water system shall, upon presentation by Department personnel of their credentials, authorize entry to their premises without a warrant for the purpose of inspecting and surveying their water system for new installation, cross connection, leak detection or to remove, repair, or replace any water meter at anytime the department deems necessary. When such access is refused, the water shall be shut off and shall not be turned on until such access has been allowed and fees have been paid for shutting off and turning on the water.

2.11 Fires. Whenever a fire occurs in the service area of the Provincetown Water system, it is the duty of consumers to discontinue, as far as practicable, the use of water.

2.12 Conditions under Which Service is Furnished. The Town does not guarantee constant pressure or uninterrupted service, nor does it assure the Consumer either a full volume of water or the required pressure necessary to effectively operate hydraulic elevators, sprinkler systems or other appliances, the same being subject to all the variable conditions that occur in the supply of water from the Town's water system.

2.13 No Liability for Interruption of Service. No Consumer shall be entitled to damages or to have payment refunded for any interruption of supply occasioned by accident to any portion of the works, by shutting off for the purpose of additions or repairs to the works or by the stoppage or shortage of supply due to causes beyond the control of the Department, such as excessive drought, excessive use of and waste of water by other consumers or by leaks or defects in the pipes or appliances owned by him or other consumers.

2.14 No Liability for Dirty Water. The Town shall not be responsible for damages caused by dirty water resulting from opening or closing of any gate for repairs, use of any hydrant or the breaking of any pipe or maintenance of the water system.

2.15 No Liability for Consumer's Pipes. The Town assumes no liability for conditions, which exist in Consumers, pipes and cause trouble coincident with or following the repairs of any main, service pipe, meter or other appliances belonging to the Department.

2.16 No Liability for Collapsed Boilers, Etc. The Department reserves the right at any time and without notice to shut off the water in mains for the purposes of making repairs, extensions or for other necessary purposes. Consumers having boilers or other appliances on their premises depending on the pressure in pipes to keep them supplied with water are hereby CAUTIONED against danger from these sources and are required to provide, at their own expense, suitable safety appliances to protect themselves against such danger as per Massachusetts Drinking Water Regulations 310CMR 22.22. In any event, it is expressly stipulated that the Department will not be liable for any damage resulting from water having been shut off either through accident or necessity.

2.17 No Liability for Shutting Off Water Without Notice. When it becomes necessary to shut off the water from any section of the Town because of an accident or for the purpose of making changes or repairs, the Department shall endeavor to give timely notice to as many consumers affected thereby as time and the character of the repairs or the accident will permit and shall, so far as practical, use its best efforts to prevent inconvenience and damage arising from any such cause. However, failure to give such notice shall not render the Department responsible or liable for any damages that may result from the shutting off of the water or any coincident conditions.

2.18 Restriction of Water Use. The department reserves the right in periods of declared drought or emergencies or when, by Declaration of State of Water Emergency under Massachusetts General Laws Chapter 21G are deemed essential to the protection of the public health, safety and welfare, to restrict water supply for secondary or non-essential purposes such as watering of lawns and gardens (either by hand or sprinkler) and vehicle washing (EXCEPT for sanitary purposes such as rubbish trucks). The Department shall have the right to fix the hours and periods when water may be used for such purposes. Any such restrictions will be

promulgated by means of Special Water Regulations or By-Laws adopted by the Provincetown Water and Sewer Board. Filling swimming pools, hydro seeding, soaker hoses and power washing are strictly prohibited.

2.18.1 Automatic Irrigation Systems connected to the public water system are strictly prohibited.

2.19 Easements. In any case where an existing municipal water main or appurtenances is located on private property and a recorded easement does not exist, an implied easement is deemed to exist with the same force and effect as a recorded one.

2.20 Liability for Freeze Ups. It is the responsibility of all water service customers to ensure that all plumbing, fixtures, meters and appliances are protected from freezing. The customer shall make any repairs, which may be necessary to prevent leaks and damage. Neither the Town nor the Department shall be held responsible for loss or damage to any plumbing, fixtures, meters or appliances due to freezing and any repairs to same made by the Department shall be paid for by the customer.

SECTION 3 – Charges

3.1 Establishment of Rates. Rates chargeable for water and payable by the customer shall be determined by the Water Commissioners as instructed under Massachusetts General Laws Chapter 41 Section 69B.

3.2 Bills Payable. Bills for water service are due and payable upon issuance of the bill. The failure of the customer or his his/her agent to receive notice of their water bill or other related charges does not relieve them from the obligation for payment nor from the consequences of nonpayment. All charges are due and payable upon issuance of billing and are past due THIRTY (30) DAYS after the date of the billing. The records of water supplied in the Department Office shall be sufficient basis for billing and to commence action for payment against present or consequent property owners.

3.3 Overdue Charges. Any overdue charge including interest charges may be collected by any legal means, including a lien on the property or shutting off the water service as an action of contract as provided under the provisions of Massachusetts General Law Chapter 40 Section 42A-42F.

3.4 Date of Consumer’s Liability to Pay. A minimum charge shall be assessed for water service from the date the water service is connected whether the water is used or not.

3.5 Charge for Turning On or Off Water. A charge shall be made for turning on or turning off water.

3.6 Collection of Miscellaneous Water Charges. All bills for labor or materials on Consumer’s property and charges for shutting off or turning on water shall be subject to the same conditions as bills for water.

3.7 No Business with Delinquents. No person who owes an overdue bill for water charges shall be entitled to further use of water at the same or any other premises until such water charges are paid in full, together with costs. Such costs shall include incurred interest.

3.8 Claims for Adjustments on Bills. All claims for adjustments of water bills shall be made within thirty (30) days. Abatements will be made for clerical errors, misreads or failure of Water Department equipment. Abatements will be considered only for non-fixture leaks. This means that an abatement may be granted for a leak that occurs underground, in a meter pit, or some similar situation that is determined to have occurred without the knowledge of the owner or ability of the owner to recognize it. Abatements will NOT be considered for leaks caused by faulty fixtures in toilets, sinks, tubs, showers (indoor or outdoor), washing machines, spigots or sillcocks, or running or leaking garden hoses. Further, abatements will be considered only when:

(a) upon discovery of the leak, the leak was repaired in what the Board determines was a timely and effective manner; and

(b) proof of the repair is presented to the Board (plumber’s dated bill).

If an abatement is granted, the abatement amount would reduce the bill to no less than 500% of the average three (3) year use of that account for that billing period (either off peak or peak). The owner would still be responsible for 500% of his average use for that period.

3.9 All Water to be metered and to be paid. All water must be metered and paid for whether used or wasted. A minimum charge shall be assessed for water service from date the water is turned on.

3.10 When Meter is out of Order. If a meter fails to register, the Consumer shall be charged based on the best available information concerning water use.

3.11 Leaks. The Department shall have the right to shut off water supplied to any property where a leak EXISTS or BELIEVED TO EXIST. Any such leaks must be repaired and must pass inspection by the Department before water will be restored. In addition, each consumer shall be responsible for the cost of any repairs to private portions of the water system as well as the cost of water.

3.12 No Right to Furnish Water to Others. A Consumer shall not be permitted to supply the premises of another person with water, except in special emergencies and then only with the approval of the superintendent.

3.13 Unauthorized Use of Water. Use of municipal water is confined to the premises named and set forth in the application as approved.

SECTION 4 – Meters

4.0 Facility Metering Requirements.

4.0.1 Single Family Structure. Each single family structure shall receive water service through a single water meter.

4.0.2 Multi-unit Facilities.

(a) **Condominiums and Cooperatives – Multi-Unit Single Structure.** All newly constructed Condominiums contained in a single structure shall be separately metered unless otherwise determined by the Department. The Department will designate the location of all said meters. Existing single structures converted to condominiums that do not have individual unit plumbing are exempt from this regulation until it is renovated at a cost equal to or in excess of fifty (50%) percent of the Town’s tax assessment for the building or the individual unit being renovated. Until such time that individual units are plumbed and are metered separately the structure will be treated as one service account.

(b) **Detached Condominium Units.** Each newly constructed or converted detached unit shall be separately metered unless otherwise approved by the Department. The location of all water meters for said units will be designated by the Department.

(c) **Single Owner Duplex Structures.** Each single owner duplex structure shall receive water through a single water meter unless otherwise requested by the Owner or approved by the Department.

(d) **Accessory Dwelling Units.** All newly constructed or converted accessory dwelling structures served from the principal structure shall have a meter pit after the curb valve to serve both structures unless otherwise approved by the Department.

(e) **Motels, Hotels, Lodges, Bed and Breakfast Facilities.** All said facilities shall receive water through a single water meter.

(f) **Mixed-Use Structures.** All mixed-use structures shall contain water service through a single water meter unless otherwise requested by the Owner and approved by the Department.

4.1 Meter Installation. A shut-off valve at the meter inlet shall be the first fitting inside of a serviced building and shall be approved by the Department. A stop valve shall be installed near the outlet of the meter by the Consumer at their expense to permit removal of the meter without backflow from the internal water systems. The meter shall be located in a clean, dry, warm and accessible location. Water meters are to be installed by Provincetown Water Department or its Designee. Water service lines over 50’ must have a meter pit closest to the curb stop for their meter installation unless otherwise approved by the Department.

4.2 Consumers to pay for Meter Repairs. All repairs or injuries to meters from freezing, hot water, or external cause shall be charged to the Consumer. No sale or transfer of title of property in the Town shall operate to bar the Department in the collection of any balance due for meter repairs.

4.3 Meters Purchased from Department. Only meters that have been purchased from Provincetown Water Department may be used on system. All water meters will be installed by Provincetown Water Department or its Designee. Billing will start the day meter is picked up and paid for.

4.4 Meter not to be removed. All meters shall not be removed from service without 3 days written notice and only with the permission of the Department except in case of emergency. Once meter has been removed it is the responsibility of the owner.

4.5 Meter Pits and Remote Reader Boxes. Installation of meter pits shall be at the Consumer’s expense. When it is necessary or expedient to locate the meter in an underground box or vault approved by the Department the consumer shall bear the expense of same and shall bear the responsibility of reasonable care and maintenance of said box or vault such as keeping it clean and dry. All remote reader boxes located on the premises shall be the responsibility of the owner. In the event that they must be moved or removed the owner shall notify the Department who will do so for them. In the event that the Department is not notified and must replace a missing or damaged remote reader, the consumer will be billed for all costs. The consumer shall not be permitted to cover the pit or in any way hinder access to the water meter. Covers must remain exposed at all times. Pits shall be furnished with inlet and outlet connections that accept a variety of Mueller underground service connection fittings that meet requirements of the latest revised AWWA Standard C800-89. For the purpose of standardization the 18” meter pits shall be Mueller Thermal-Coil meter box. All meter pits subject to vehicle traffic shall contain H20 Load Rating.

4.6 Meter Tampering. A penalty or charge will be levied for each incident of tampering, installation alteration, removal of a water meter by anyone not authorized by the Department or vandalism. In addition the Department reserves the right to pursue further prosecution in accordance with Massachusetts General Law Chapter 165 Section 11.

4.7 Town's Right to Change Meters. If, in the opinion of the superintendent, a meter does not fit the conditions of the service installation, the Department has the right to change such meter. Such a change shall be made in accordance with current regulations and paid by the Consumer.

4.8 Repairing Meters. The department shall have the right to remove, repair or replace any meter at anytime it so determines. All meter installations on services, which cannot be shut off for meter repairs, shall be equipped with meter by-pass at the expense of the Consumer.

4.9 Access to the Meter. It shall be the duty of all Consumers to ensure that meters on service connections shall be readily accessible at all times to Department personnel. The Consumer must maintain approved clearances to the Water Meter to allow for inspection and change outs. Failure to remove any obstruction which prevents access to the meter within three days after being notified by the department shall cause the water to be shut off to the premises and it shall not be turned on until all obstructions are removed, all regulations complied with and all expenses for shutting off and turning on the water are paid.

4.10 Testing Meters by Request. The consumer shall pay a fee in advance to cover the cost of testing the meter. If as a result of the test the meter is found to register over two (2) percent more water than actually passes through it, the meter shall be repaired, the fee shall be refunded and the water bill for the current period shall be adjusted in accordance with the result of this test. However, if it appears that the consumer was charged or has paid for less water than they should have been charged or should have paid, they shall, forthwith, be charged with the proper additional amount and shall pay the same together with the expense of the examination and test to the Town. For all such testing, the consumer or his representative should be present.

SECTION 5 – Service, Pipes, and Fittings

5.1 Service Pipes. Consumers must keep their water pipes and fixtures in good repair and protected from frost at their own expense. They shall be held responsible for any damage resulting from their failure to do so. They shall prevent any waste of water.

5.2 All Service Pipes to be inspected. All service pipes must be inspected by the Department before covering the trench. All pipes and trenches shall meet the approval of the Department.

5.3 Joint Use of Pipes or Trenches. Water service pipes will NOT under any circumstances be placed in the same trench with other pipes, conduits or similar structures such as gas lines, electrical conduit, sewer pipe, etc. All water services shall maintain a horizontal separation of no less than 10 feet from the sanitary systems. Where ten feet of separation is not achievable, the water service must be sleeved in class 200 psi pressure pipe of larger diameter.

5.4 Part of Service pipe Furnished by Water Department. New service connections shall be made by the Department and brought to the Consumer's property line. The Consumer shall be charged the current rate for tapping and connection fees.

5.5 Right to Repair Service Pipes. All service pipes between the street line and the cellar wall may be repaired or replaced by the Department when it deems it necessary for the protection of the supply or the supplying of satisfactory water service. The cost shall be charged to the Consumer. The Department also reserves the right to assess the condition of "owner responsibility" service piping, valves, etc. on a periodic basis in order to determine the functional and physical adequacy of the stated appurtenance and, if such is determined to be inadequate, the Water Superintendent may order the owner to replace such at the owner's expense. Failure to take corrective actions as prescribed by the Superintendent will be cause for termination of water service to those premises. In addition, each consumer of water furnished by the Department shall be responsible in case of break or a leak in the service pipe for both water loss and cost of repairs. Costs will be actual or estimated as determined by the Department.

5.6 Temporary Service from Adjacent Premises. When permission to open a permanently paved street is refused by the Board of Selectmen or when, for any physical reason, it is impossible to open a street and the applicant requests that water be furnished temporarily from an adjacent service, the same may be done at the expense of the Consumer if approved by the Superintendent.

5.7 Charges for Repairs. The pipe from the street to the building (or all pipe beyond the curb stop) including meter pits, is the property of Consumer and all the repairs to the same shall be made at their expense.

5.8 Materials on Private Premises. All fittings supplied by the Department to the Consumer shall be billed to the Consumer.

5.9 Irregular Service. Services for other than permanent structures, or which are used only a part of the year shall be installed at the expense of the Consumer.

5.10 One Service to Each Premises.* Only one (1) service connection shall be made to each dwelling unit located in a building or to each commercial or industrial building.

5.11 Requests for Turning On or Shutting Off Water. Requests for turning on or shutting off a water service shall be made 24 hours in advance, except in case of an emergency. Consumers shall be charged for each such service. Only Department personnel shall open or close curb cocks. Requests for turning on or shutting off water, other than at normal working hours, shall be billed at the overtime rate. The owner or his representative must be present for turn ons and turn offs. He will be required to sign a release. All prior bills, charges, fees and liens must be paid in full prior to service being activated.

5.12 No Pipes Furnished in winter. No new services shall be installed during November 15 to March 15 except in such cases deemed emergencies. Applications must be received by November 1st for installation by November 15th. Installation of services beyond the end of an existing water main shall not be allowed. The main must be extended (including necessary hydrants and appurtenances) to the furthest limit of the Consumer's property at their expense. Water mains shall be looped when required by the Superintendent.

5.13 Service Pipe Trenches. Service pipes shall not be placed within 10 feet of any other utilities, except under special conditions and with the approval of the Superintendent. The Division shall not be responsible for damage to other utilities laid within 10 feet of a water service or water main.

5.14 Standby Fire Protection. Consumers desiring standby fire protection must submit a water service application to the Department. The Department shall furnish water for standby fire protection service in accordance with the rates for sprinkler systems. All equipment for this purpose shall be installed entirely at the expense of the Consumer and with the approval of the Superintendent. Such pipes shall not be used for supplying water for any other purposes and must be so arranged that Department personnel can make easy inspection. Whenever it is considered necessary for the protection of the water supply and in the interest of the Town, the Superintendent shall have the right to require the installation of meters, alarms or other accessories. The installation and upkeep of such equipment shall be at the Consumer's expense. All installations must be completed in accordance with Massachusetts General Laws.

5.15 Water Supply Availability. The Water Department shall make the determination as to the availability of adequate water supply for such services. The Department shall not bear responsibility to extend existing water mains in order to provide adequate water supply for such service. No such connection for fire service shall be less than six (6) inch main and shall not be used for other than fire protection.

5.16 Testing Fire System. No water shall be taken or used through private fire systems for the purpose of testing unless the Superintendent issues written permission. Such test must be conducted under the supervision of the Department.

5.17 Private Hydrant Service. Fire hydrants on private property shall be inspected and serviced once every two- (2) years by the Department for a fee. Any repairs necessary for proper operation of hydrants shall be the responsibility of the property owner and shall be completed within thirty (30) days after due notice in writing has been given to the owner by the Department.

5.18 Use of Fire Hydrants. The use of fire hydrants, Town and private, is restricted to members of the Fire Department and to employees of the Department. Other persons may use the fire hydrants only with the specific permission of the Superintendent. In the event that a hydrant is used for any purpose the Department should be notified.

SECTION 6 – Requirements & Specifications for Distribution Piping

6.1 Pipe and Fittings. All Pipe shall conform in design and manufactured to the latest issue ANSI/AWWA standard C151-91 Class 52 "Ductile-Iron pipe, Centrifugal cast, for water or other liquids". The pipes shall be supplied in lengths not to exceed 20 feet. Pipe shall have a pressure class of 300. All fittings shall be Ductile-Iron and conform in design and manufactured to the latest issue of AWWA standard C110 "ductile-Iron and Gray-Iron fittings, 3 ins. through 48 in. for water and other liquids". All pipe and fittings shall have a Cement-Mortar lining inside and a Bituminous Seal Coat applied both inside and outside to conform to AWWA C104, "Cement-Mortar lining for Ductile-Iron pipe and fittings for water".

Push on and Mechanical joints are permitted and shall conform in design and manufactured to the latest issue of AWWA standard C111 "Rubber-Gasket joint for Ductile-Iron pressure pipe and fittings".

6.2 Valves. All valves shall conform in design and manufactured to the latest issue of AWWA standard C500 "Resilient-Seated gate valves for water Supply". Rated at 150-psi working pressure and a minimum 300-psi pressure test. All valves shall have a 2-inch operating nut, mechanical joint hubs (except for wet taps), and open in a counter clockwise direction. If shallow depth of burial or other conditions of service requires that the valve be installed in a horizontal position, a nut-operated bevel gear shall be fitted to the valve for service operation through a valve box.

6.3 Hydrants. Hydrants shall conform in design and manufacture to the latest issue of AWWA standard C502 "Dry Barrel Fire Hydrants". For purpose of standardization, the only acceptable hydrant is the A-423 Mueller Super Centurion with 5 ¼" main valve opening. Hydrants shall be compression types; i.e. the main valve shall open against and close with water pressure. Hydrants shall be of the dry top design with "O" ring seals to ensure that the operating threads will be protected from water entry. Dry top design is to include a factory lubricated operating mechanism that allows supplemental lubricant to be added in the field without the removal of the top section. The downward travel of the main rod and valve assembly to the full open position shall be controlled

by a travel stop device located in the upper stem section of the rod or have a positive stop in the base of the hydrant shoe. The drain mechanism shall be an integral part of the valve assembly. All internal parts shall be removable through the top of the hydrant when the bonnet has been removed.

Hydrants shall comply with the following:

- A. Main Valve Openings – 5.25 inches,
- B. Outlets – 2 – 2.50 inch hose Connections
- C. Operating Nut Size – Pentagon 1.50 inch point to flat,
- D. Thread type – National Standard
- E. Shoe – 6 inch Mechanical Joint (Range 6.90 – 7.10 OD)
- F. Direction of Opening – Left Open
- G. Bury Depth – varies: traffic flange to be flush with finish grade
- H. Height (bury Line to Opening Nut) – 28.75 inches minimum,
- I. Sub-Seat Material – Bronze
- J. Model – Traffic (Breakaway Design),
- K. Color – Fire Hydrant Red, White Bonnet and Caps

All Hydrants shall have a permanently mounted marking device approved by the Department.

6.3.1 Clear Space around Hydrants. Consistent with NFPA Chapter 18 Guidelines, a 36 inch clear space must be maintained around the circumference of all hydrants. The Department reserves the right to remove any ornamental plantings, structures, or other obstructions within a 36 inch circumference to allow for both emergency access and maintenance.

6.4 Cover Over Pipe. Pipe shall have five (5) feet of cover measured to finish grade of the street. Pipe to be hand covered one (1) foot with sand or stone free gravel and compacted and tamped around pipe to give good support and protection. In case of any excavation, ground water swamps or when any unsuitable materials are encountered, the Contractor shall replace it with good material to provide proper support and alignment of the pipeline. In some cases, the Contractor shall use crushed stone for bedding covered with sand. Trench backfill shall be suitable material taken from excavation, approved common borrow or gravel hauled in. No mud, frozen earth, stones larger than six (6) inches or other objectionable materials is to be used for refilling.

6.5 Ledge. All ledges shall be removed to width two (2) feet or greater than the diameter of the pipe and one (1) foot below the underside of the pipe. A bed of sand shall be placed in the trench prior to laying pipe.

6.6 Blasting Precautions. All blasting shall be completed within a distance of fifty (50) feet from any water service or water main.

6.7 Survey Markers. Survey markers (line and grade) shall be required on all newly proposed streets. Pipes shall be laid within the roadway layout (easement in certain cases) as shown on plans approved by the Provincetown Planning & Zoning Board.

6.8 Excavation Within The Limits Of Public Ways. Permission shall be obtained from the Department of public works before any excavation can begin within any Town accepted street. The work shall be performed in accordance with DPW requirements. A street opening permit shall be obtained from Massachusetts Department of Public Works before any excavation can begin on any State Highway. This work shall be performed in accordance with permit.

6.9 Service Pipes. Each unit shall have its own separate service, consisting of a corporation stop, curb stop, curb box, ball valve as soon as service enters building, meter and remote reader. Water service piping shall be Copper Tubing Size (CTS) Polyethylene Tubing, SDR9 specification, minimum 200psi rating. All Service pipes must be installed with #12 AWG Tracer Wire with direct bury HDPE jacket or approved equal. Tracer wire shall be attached in the service pipe every five feet (5') and brought up and connected to the curb box. Standard detail sheet is available for reference.

6.9.1 Service Location. The Water Service shall be located on the same parcel of land where the structure to be served is located unless an easement exists and is demonstrated to the Department. Proposed service location will be provided to the Department on a site plan or certified septic plan. All proposed locations must be approved by the Department in writing. All new service installations require 12 AWG copper tracer (i.e. opperhead Industries) wire with HDPE direct bury jacket and water service warning tape.

6.9.2 Shared Water Service Laterals. Shared water service laterals (from street main to curb stop) are allowed only when the structure(s) are within a single parcel of land and when determined to be hydraulically feasible by the Department. The Department reserves the right to require a separate service lateral in lieu of a shared lateral. Shared service laterals will be divided into separate service pipes through a service manifold approved by the Department. No shared service laterals are allowed after a subdivision of a parcel occurs, unless an easement exists.

6.10 Testing. Before acceptance by the Department, the pipe shall be pressure tested and chlorinated in accordance with "Installation of Ductile-Iron Water Mains Appurtenances" AWWA Designation C600 latest edition. No one shall pressure test or

chlorinate an installation without notifying the Department at least 48 hours prior. An employee of the Department must be present for the duration of pressure test and chlorination to witness and sign results. All pressure test reports shall consist of actual distance of pipe and size, number of valves and hydrants. The Town shall furnish the water for disinfection and flushing. Sample of water taken after the disinfection of water pipes shall be delivered to a testing laboratory approved by the Commonwealth of Massachusetts. Copies of test results shall be delivered to the Superintendent who shall then determine whether the pipes may be connected to the Town's water system. Before final approval By Superintendent as-built drawings must be submitted to Department.

6.11 Tapping Sleeves & Valves: Gate & Butterfly Valves. Tapping sleeves & valves, gate and butterfly valves shall be furnished in accordance with the requirements of the latest revised AWWA Standards C509-94 and C504-94. Tapping sleeves and valves shall be of the same manufacturer. Gate valves 6" through 12" shall be mechanical joint, bronze mounted, resilient seat wedge type, open left (counterclockwise) with 2" operating nut. Valves over 12" shall be butterfly type only. For the purpose of standardization, tapping sleeves and valves, gate and butterfly valves shall be Mueller.

6.12 Gate Boxes. Buffalo #5663 slide type. 24" top with flange at top of box with 30" bottom. Boxes to be cast iron, bituminous coated with cast iron covers for heavy traffic use. Covers shall be identified with legend WATER.

SECTION 7 – Violations

7.1 Violations of Regulations. Any violation of these regulations may result in the Superintendent ordering the shutting off of the water to the violator's premises. When the water has been shut off for violations of rules or their offence, it shall not be turned on again until the Department is satisfied that there shall not be further cause of complaint and charges have been paid to cover the cost of shutting off and turning on the water.

7.2 Discontinuance of Service. Service may be discontinued by reason of nonpayment of water bills, fees, charges and liens or for violations of any rules and regulations contained herein, and in accordance with Massachusetts General Law Chapter 40 Section 42. Water bills not paid within thirty (30) days of issue date will be deemed overdue. When a water bill is deemed overdue the property owner will be issued a demand charge. If the overdue water bill and demand charge and interest owed are not paid within the specified time, the account will be subject to termination of water service or lien procedures, at the option of the Board of Water Commissioners. The Department shall issue a termination notice five (5) days prior to termination to avail the owner to comply. Service may be terminated without notice for fraudulent use. Reconnection of terminated service will be done ONLY during normal working hours of the Department at no charge to the owner. If by mutual agreement with the Water Superintendent, reconnection is scheduled for other than normal working hours, the consumer will be responsible for any and all costs, which include parts and labor.

7.3 Cross Connections. Any Consumer found to be in noncompliance with the drinking water regulation of Massachusetts, 310 CMR 22.22 shall be punished by the Commonwealth of Massachusetts, Department of Environmental Protection by a fine of not more than \$25,000 dollars for each day that the violation occurs or continues. Water will be turned off immediately until violation has been corrected.

7.4 Treatment. No treatment by any unauthorized personnel shall be permitted. If anyone is found adding any treatment to Town's water they will be subject to fines established by the Water and Sewer Board for each individual offence.

7.5 Mandatory Water Use Restrictions. Any Consumer found in violation of a water ban shall be fined as follows: First Offence – written warning; Second Offence - \$50.00 dollars; Third and any subsequent offence - \$100.00 dollars

7.6 Unauthorized Water Use. Whoever unlawfully and intentionally injures a water meter or prevents such meter from registering the quantity of water supplied through it or use or causes to be used water without consent of Department shall be fined no less than \$1000 dollars for each offense. There will be no washing of sidewalks, buildings or vehicles without authorization from Water Superintendent or Provincetown Board of Health.

7.7 Defacing and Littering upon Town Owned Property. Any person or persons willfully defacing and/or littering upon Town owned property located within its watershed shall be fined no less than \$300.00 dollars.

7.8 No Tampering with Department Property. All gates, valves, shutoffs, water meters and standpipes and any other portion of the municipal system, which are the property of the Provincetown Water Department, are not to be open or closed or in any way tampered with by any person other than those authorized by the Water Superintendent. Violators will be subject to charges or penalties as stated herein or by Massachusetts General Law Chapter 165.

7.9 Alterations in Pipes. No Consumer shall install any addition to or make any alterations to the service pipe or "upstream" of the water meter for any purpose without submitting an application for the change, submitted with plans and specification to the Department and obtaining approval.

SECTION 8 – Cross Connection Control

All Public Water Systems within the Commonwealth are governed by "Massachusetts 310 CMR 22.22 – Cross Connection Distribution System Protection". Under such regulations the Provincetown Water Department is responsible for controlling cross connections to the last free flowing outlet of the consumer and for the safety of the public water system under its

jurisdiction. Further, the Department is required to inspect and survey all industrial, commercial and institutional premises served by the water system to determine if cross connections exist and that all cross connections are properly protected by an approved backflow prevention device, or that the cross connection is eliminated.

- (1) No physical cross connection shall be maintained between the distribution system of a public water system, the water of which is being used for drinking, domestic, or culinary purposes, and the distribution system of any water source not approved by the Department of Environmental Protection (DEP), as being of safe sanitary quality, or any plumbing, fixture, or device whereby non-potable water or other substances might flow into the potable water system, unless said connection has been protected by a backflow prevention device approved, in accordance with 310 CMR 22.22 or 248 CMR 2.00, as applicable.
- (2) Cross connections maintained or created on fire protection system shall comply with 310 CMR 22.22(9)(d).
- (3) All cross connection requiring the installation of a double check valve assembly or a reduced pressure backflow preventer shall be approved and registered by the Department.
- (4) Except for the installation of backflow prevention devices on fire protection systems, no double check valve assembly or reduced pressure backflow preventors shall be installed on a cross connection until the application for a plumbing permit is accompanied by a letter of approval from the Department.
- (5) Provincetown Water Department shall have the authority to terminate any water service connection to any facility where cross connections are found to be in non-compliance with 310 CMR 22.22. The Department shall deny water service to any premises where cross connections exist until corrective action is taken. If necessary, water service shall be disconnected for failure to test or maintain backflow prevention devices in a manner acceptable to the Department. If it is found that the backflow prevention device has been removed or by-passed or otherwise rendered ineffective, water service shall be discontinued unless corrections are made immediately.
- (6) Cross connections between a public water system and a private well or individual water source serving residential dwellings used for potable or non-potable purposes are prohibited.
- (7) All backflow prevention devices shall be installed and repaired by a Massachusetts licensed plumber, with the exception for backflow prevention devices installed on fire protection systems. A Massachusetts licensed fire sprinkler contractor is responsible for all work conducted on a fire protection system, including the installation, maintenance and repair of backflow prevention devices.

Owners' Responsibilities : The owner of any cross connection protected by a double check valve assembly (DCVA) or reduced pressure zone (RPZ) backflow prevention device shall:

- (a) Notify the Department of all cross connections protected by a double check valve assembly (DCVA) or reduced pressure zone (RPZ) backflow preventer and comply with all necessary approvals and permits from the Department and/or the DEP for the maintenance of cross connections, as specified at 310 CMR 22.22;
- (b) Have suitable arrangements made so that inspections of backflow prevention devices and cross connection surveys can be made during regular business hours. Only Provincetown Water Department or its designee is permitted to test backflow devices within the system;
- (c) Maintain a spare parts kit and any special tools required for the removal and Re-assembly of backflow prevention devices;
- (d) Provide the necessary fees associated for inspection and testing by the Water Department's Certified Backflow Prevention Device Tester, Certified Cross Connection Surveyor or its Designee;
- (e) Overhaul, repair, or replace within 14 days of the initial inspection date and retest pursuant to 310 CMR 22.22(13)(e), any device which fails a test or is found defective;
- (f) Submit copies of the Inspection and Maintenance Report Form as required by the Department.
- (g) Maintain on the premises complete records on all devices for the life of said devices including as-built plans and design data sheets; maintain for seven years the Inspection and Maintenance Report Forms for tests conducted by the certified.
- (h) Make certain that the cross connection protection device is tested as specified at 310 CMR 22.22(13); Each Double Check Valve Assemble (DCVA) shall be inspected annually and each Reduced Pressure Zone (RPZ) device will be inspected semi-annually. If the supply is used less than six (6) months per year, these devices may be inspected once per year.

Installation Requirements : Refer to 310 CMR 22.22 (11) for installation guidelines. The Water Department shall determine, based upon the degree of hazard, which type of device shall be installed.

SECTION 9 – Rates and Fees

9.1 Setting Fees and Charges. Fees and charges are subject to change upon approval of the Water Commissioners and after all legally advertised public hearings and meetings have been completed.

9.2 Swimming Pools. The filling of swimming pools is strictly prohibited. Customers must supply receipt from private contractors showing they filled their swimming pools upon request of water department.

NOTES TO WATER USERS: A meter in working order registers no more water than passes through it. Out of order it either registers less water than passes through it or stops altogether. Most leaks are in water closets (toilets) where they are difficult to detect and are usually caused by defective valves and ball cocks. While the Water Department is glad to furnish all reasonable information, it cannot assume responsibility for the condition of pipes and fixtures upon private premises through which water passes after leaving the meter.

Jonathan Sinaiko

Chairman, Water & Sewer Board

**PROVINCETOWN WATER AND SEWER BOARD
REGULATIONS FOR HOOK-UPS IN TRURO
TO THE PROVINCETOWN WATER SYSTEM
ADOPTED ON APRIL 29, 1999**

WATER HOOK UP REGULATIONS

1. Legal Authority/Statement of Purpose

The Provincetown Water and Sewer Board, pursuant to its authority under Chapter 483 of the Acts of 1907 and Chapter 439 of the Acts of 1952, and in consultation with the Boards of Selectmen of Town of Provincetown and Truro, Hereby establishes the following regulations for new and expanded water service from the Provincetown Water System, in order to better manage the water resources of that System within the level permitted by the Massachusetts Department of Environmental Protection, and to help achieve a reduction in unaccounted for water to the industry standard of 10%.

2. Definitions

“New Service” shall refer to a property which is not hooked into the Provincetown Water system for water services as of the effective date of these regulations.

“Expanded Service” shall refer to a property hooked into the Provincetown Water system as of the effective date of these regulations which is subdivided and/or is proposed to increase in its use as measured by Title V of the State Sanitary Code.

“The Towns” shall refer to the Towns of Provincetown and Truro.

“The Provincetown Water System” shall include all pipes within Provincetown serviced by the Provincetown Water Department and the Truro water main running southerly from the Provincetown – Truro border along Route 6A (Shore Road) to the Route 6-6A junction and from the southerly along Route 6 ending at the hydrant in front of the Truro Central School.

3. Policy and Procedure

3.1 Applicability of Regulations. All new and expanded services from the Provincetown Water System shall be subject to the prior approval of the Provincetown Water and Sewer Board pursuant to these regulations.

3.2 Restrictions of Hook-ups.

3.3.1 Statement of Purpose. Whereas, the supply of water to the Provincetown Water System is limited, it is a public necessity to permit connections only where there are no alternative sources of potable water supply. The Truro Board of Selectmen has previously recognized this in its adoption of Policy Memorandum #24 on September 23, 1997, which it established “in order to control an increasing reliance upon the Provincetown Water Line, reduce the potential impact of increased density and increased nitrogen loading along the water line corridor, and to reduce these impacts upon abutters.” Accordingly, the Provincetown Water and Sewer Board hereby establishes the following criteria.

3.3.2 Criteria for Hook-ups. Any property owner desiring to obtain new water service or to expand existing service, must be able to meet one of the below requirements before an application will be accepted and approved by the Provincetown Water and Sewer Board.

- (1) Existing Dwelling With a Well: In the event the existing well fails, the property owner(s) must be unable to obtain potable water via a private well, in compliance with existing Title V regulations. Notwithstanding, a flushing well may also be required, if feasible, for non-potable uses such as flushing toilets, washing cars, and/or irrigation.
- (2) New Construction: The property owner(s) must be unable to obtain potable water via a private well, in compliance with existing Title V Regulations.
- (3) Non-Conforming Building Lots: The property owner(s) cannot establish a wellhead in compliance with existing Title V regulations because of non-conforming lot size. In no case in which the building lot has

been configured to preclude the installation of a well on the property shall the Water and Sewer Board be required to provide water to said lot.

- (4) Configuration of Land: When topographical characteristics do not lend themselves to establishing a wellhead in compliance with existing Title V regulations. Notwithstanding, in no case where the building lot has been intentionally configured to preclude the installation of a well on the property, shall the Water and Sewer Board be required to provide water to said lot.
- (5) Contamination: When tests substantiate the presence of contaminants not meeting public health standards for portable water, and the property owner(s) is unable to obtain potable water via a private well, in compliance with existing Title V regulations.

3.3.3 Application Procedures. Any property owner(s) seeking either to obtain new water service or to expand existing service must follow procedures established by the Provincetown Water and Sewer Board.

3.3.3.1 In accordance with Policy Memorandum #24 adopted by the Truro Board of Selectmen on September 23, 1997, applications for new or expanded service for properties in Truro shall be subject to prior approval of the Town of Truro Board of Selectmen, before being forwarded to the Provincetown Water and Sewer Board for its consideration.

3.3.4 Applicability of Water Use Restrictions. Where water restrictions are imposed upon users residing in Provincetown, those same restrictions shall apply, on the same basis, to water users in the Town of Truro. The Provincetown Water System shall assess and bill all users for all surcharges, fines, or other fees attributable to violations of such restrictions. The Provincetown Water Department shall bill such water users at a rate established from time to time by the Provincetown Water and Sewer Board.

3.4 Responsibility and Ownership

3.4.1 The Town of Provincetown shall be responsible for the repairs, maintenance, construction, and reconstruction of the existing capital facilities. For the purposes of this regulation, “capital facilities” shall mean water storage tanks, pump stations and appurtenances, water mains, gates, hydrants and appurtenances in public ways.

3.4.2 The water service lines from the public street water main to the individual buildings and the individual water meters are the responsibility of the property owners for installation, repairs and maintenance. Meter installations, repairs and maintenance must be approved by the Provincetown Water Department to ensure meter accuracy.

3.4.3 All water mains that are in private streets are the responsibility of the owners of those private streets. The Town of Truro will assist the Town of Provincetown Water Department in providing access to public/private ways and properties as part of their leak detection surveys and efforts.

4. Expansion of the System

4.1 The Provincetown Water System as defined above may not be expanded in Truro from its present configuration (also defined above) without the express consent of the Boards of Selectmen of the Towns of Provincetown and Truro.

Jonathan Sinaiko, Chair
Water and Sewer Board