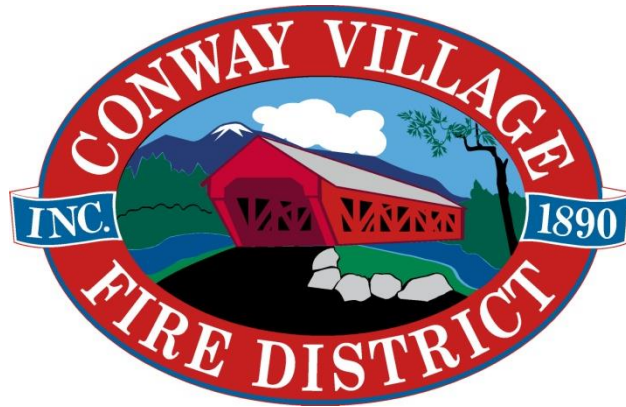


CONWAY VILLAGE FIRE DISTRICT
CONWAY, NEW HAMPSHIRE



RULES AND REGULATIONS

Water Utility

Adopted 8/28/2018

Revised 2/4/2021 – Article XV Unauthorized Use of Water, added 2.

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CONWAY VILLAGE FIRE DISTRICT
Conway, New Hampshire

WATER RULES AND REGULATIONS

Article I. **Overview**

The Rules and Regulation herein set forth for the maintenance and operations of the municipal water system, established by the Commissioners of the Conway Village Fire District as necessary or desirable for the efficient operation of said system and for the protection of the health and safety of the people of the Conway Village Fire District.

Pursuant to RSA 485 and RSA 38 and every other authority thereto enabling, the Board of Commissioners enacts and ordains the following Rules and Regulations

It is the intent of the Board of Commissioners that the following Rules and Regulations will bind all Customers, as defined, to take water in accordance with these Rules and Regulations and only for the purpose stated in the customer's application.

WATER DEPARTMENT

Article II. **Authority**

- A. Whereas, RSA 38: authorizes a village district to establish a water system through the Annual Meeting or a Special Meeting, and;
- B. Whereas, in 1911 by authority of an Act of the Legislature of New Hampshire, approved February 20,1907, the District purchased the Conway Aqueduct Company for the purpose of supplying water to the District, and;
- C. Whereas, NH RSA 38:26 authorizes a municipality with a public water system through its Board of Commissioners to adopt such ordinances and bylaws relating to the water system or structures as required for proper maintenance and operation.
- D. Therefore these Rules and Regulations are adopted on this 30th day of August 2018 by the Commissioners of the Conway Village Fire District.

Article III. **Definitions**

Unless the context specifically indicates otherwise, the meaning of terms used in these regulations shall be as follows:

“Air Gap” means the unobstructed vertical distance through the free atmosphere between the lowest opening from any pipe or faucet supplying water to a tank, plumbing fixture or other device and the flood level rim of the receptacle.

“Applicant” shall mean any person requesting approval to hook-up to the public water system of the District.

“Application for Water Service/Change of Use” is Appendix A

“Approved Source” is a source of water utilized by a public water system for distribution to the public for consumptive purposes and which is approved for said use following a required and/or approved treatment process.

“AWWA” means American Water Works Association.

“Backflow” is the flow of water or other liquids, mixtures or substances into the distribution pipes of a potable supply of water from any source or sources other than the intended Source.

“Backflow Preventer” is an anti-backflow device.

“Backflow Prevention Device Inspector” refers to a certified person who has proven his competency to inspect and test backflow prevention devices, by the possession of a valid backflow prevention device certification issued by the New England Water Works Association or other equivalent certification.

“Back-siphonage” shall be a backflow resulting from negative or reduced pressure in the distribution pipes of potable water supply.

“Barometric Loop” is a loop of pipe rising at least 35 feet at its topmost point, above the highest fixture it supplies.

“Check valve” is a self-closing device which is installed in the service line beyond the curb-stop and is designed to permit the flow of fluids in one direction and close if there is a reversal of flow.

“Connection Fee” shall mean a fee established by the Commissioners that must be paid prior to commencement of water service for new construction and/or additional service requests. Fees are based on the number of meters installed or, in the case of multi-unit apartments or multi-unit commercial buildings, on the number of units. Payments may be made in full at time of application or half of payment at time of application and balance due before water service will be activated. Other payment arrangements may be made but will be drawn up in a formal and binding contract.

“Contaminant” shall be any physical, chemical, biologic or radiological substance or matter in water as defined in RSA 485:1-a, III.

“Containment” is that method and philosophy of backflow prevention which requires a backflow prevention device at the water service entrance.

“Contractor” shall mean either an individual, partnership or corporation and the proper agents and representatives thereof.

“Cross Connection” is any actual or potential physical connection or arrangement between two otherwise separate systems, one of which contains potable water and the other which contains water of unknown or questionable safety and/or steam, chemicals, gases or other contaminants whereby there may be a flow of an unapproved water to a water supply. **See Appendix A for Cross-Connection Policy.**

“Customer” shall mean any person, firm, corporation, body politic or organization that is supplied with water by the Conway Village Fire District; who has legal title to or license to operate or habitat in a property which a cross-connection inspection is to be made or at which a cross-connection is present, or who discharges wastewater to the facilities of the District.

“Demand Fees” shall mean the flat fee charged quarterly based on meter size. All customers will be charged the same for their respective meter size.

“District” shall mean the Conway Village Fire District.

“High Degree of Hazard” shall be if a backflow were to occur, the resulting effect on the water supply could cause illness or death if consumed by humans. The foreign substance may be toxic to humans either from a chemical, bacteriological or radiological standpoint. The effects of the contaminants may result from short or long term exposure.

“Low Degree of Hazard” shall be if backflow were to occur, the resulting effect on the water supply would be a change in its aesthetic qualities. The foreign substance must be non-toxic to humans.

“Main Pipe” is the water main from which services are connected to supply water to customers.

“Meter” is the device in which gallons of water used by a consumer is read through.

“NEWWA” means the New England Water Works Association

“Potable Water” is water from a source which has been approved for human consumption.

“Public Water System” is the public water system as defined in RSA 485:1-a, XV, namely “a system for the provision to the public of piped water for human consumption, if such system has at least 15 service connections or regularly serves an average of at least 25 individuals daily at least 60 days out of the year. Such term shall include:

- 1) any collection, treatment, storage and distribution facilities under control of the operator of such system and used primarily in connection with such system, and
- 2) any collection or pre-treatment storage facilities not under such control which are used primarily in connection with such system.

Any water system which meets all of the following conditions is not a public water system if it:

- 1) consists only of distribution and storage facilities (and does not have any collection and treatment facilities);
- 2) obtains all of its water from, but is not owned or operated by, a public water system; and
- 3) does not sell water to any person.

“Rates” shall mean usage charges and demand fees.

“Reduced Pressure Backflow Device (RPZ or RPBD)” is a device incorporating two or more check valves and an automatically operating differential relief valve, located between the two checks, two shut-off valves and equipped with necessary appurtenances for testing [Env-Ws 364.06(e)]

“Seasonal Service” means the service connection which is in actual use for a portion of a calendar year.

“Service Pipe” is the pipe running from the main to the property of a water customer.

“Superintendent” shall mean the individual employed by the District who has direct responsibility for the routine maintenance and operation of the Water and Sewer Departments.

“Supplier” is any person who controls, owns or generally manages a public water supply system.

“Usage Charge” shall mean the monetary amount in which a customer is charged for every 1,000 gallons of water used. These rates are established yearly and configured based on the Water Department Budget, Debt payments due, and Special and Individual warrant articles relative to the Water Department. All customers will be charged the same amount for usage, regardless of meter size.

“Utility” is the water/sewer department.

“Vacuum Breaker, Atmospheric” is a device used to prevent back siphonage and not to be used under static line pressure.

*****For any other definitions not listed, please see District Definition and/or Sewer Definitions in the CVFD Sewer Rules and Regulations.**

Article IV. **Validity**

All rules and regulations or parts of rules and regulations in conflict herewith are hereby repealed.

The invalidity of any section, clause, sentence, or provision of these Rules and Regulations shall not affect the validity of any other part of these Rules and Regulations which can be given effect without such invalid part or parts.

These Rules and Regulations shall be in full force and effect from and after their passage, approval, recording, and publication as provided by law.

Article V. **Revisions to Rules and Regulations**

The District reserves the right to adopt from time to time additional rules and regulations as it shall deem necessary and proper, which to the extent appropriate, shall be a part of these Rules and Regulations.

Article VI. **Protection from Damage**

No person shall maliciously, willfully, or negligently break, damage, destroy, uncover, deface or tamper with any structure, appurtenance, equipment or facility, which is owned by the District. Any person violating this provision shall be subject to immediate arrest under charge of disorderly conduct.

Should property be damaged unintentionally, the Water District shall be notified immediately or as soon as practicable of the type and extent of said damage.

Article VII. **Penalties**

A. Written Notice of Violation Required

Any person found to be violating any provision of these Rules and Regulations shall be served by the District with written notice stating the nature of the violation and providing a reasonable time limit for the satisfactory correction thereof. The Offender shall, within the period of time stated in such notice, permanently cease all violations.

B. Penalty Stated

Any person who shall continue any violation beyond the time limit provided for in Section 1 above shall be guilty of a misdemeanor and upon conviction thereof, shall be fined in an amount not exceeding one thousand dollars (\$1,000.00) for each violation. Each day in which such violation shall continue shall be deemed a separate violation.

C. Liability for Damage Stated

Any person violating any of the provisions of these Rules and Regulations shall become liable to the District for any expenses, loss, or damage occasioned the District by reason of such violation. The expense, loss, or damage shall be taken to be to the extent determined by a competent registered professional to be chosen by the District.

Article VIII. **Appeal Process & Hearing Board**

Any water and/or sewer user within the District seeking clarification and/or relief from enforcement of any provision set forth within these Rules and Regulations shall put the request in writing to the District Board of Commissioners.

The Conway Village Fire District Board of Commissioners shall act as a hearing board for arbitration of differences between the District and water and/or sewer users on matters concerning interpretation and execution of the provisions of these Rules and Regulations.

The decision of the Board is final and may be appealed to the Superior Court.

Article IX. **Establishment of Rates for Water and Sewer**

Rates chargeable by the CVFD for water, sewer, service calls, connections, and other relative fees, and payable by the customer, shall be determined by the Board of Commissioners based upon recognized accounting methods and/or engineering studies that will fairly distribute the burden of operations and maintenance of plant and other costs upon respective customers, including but not limited to the debt services for water and sewer.

Article X. **Payments – Water/Sewer Bills**

It is the District's policy to have the water and/or sewer bills solely in the name of the property owner.

Bills for water and sewer service will be due and payable upon presentation of the bill. The failure of the customer or representative to receive written notice of the water bill does not relieve the customer from obligation of its payment or the consequences of its non-payment. All charges are due and payable upon presentation of the bill and are past due thirty (30) days after the date of the bill. The Superintendent or his representatives are not authorized to accept monies due to the District. All payments must be received at the District office located at 128 West Main St. Conway, NH. Failure to make payment when due shall entitle the District to seek collection and recover all costs of collection including attorney fees.

All properties will receive one bill per meter even though there may be more than one unit in the building. It will be the responsibility of the owner to ensure full payment to the District.

Abatements: The District will not abate water usage.

Article XI. **Discontinuation of Service, Penalties and Liens**

A. Discontinuation of Services

Service may be discontinued by reason of non-payment of water bills or violation of any rule or regulation contained herein after written and/or verbal notice. Services, once discontinued, may not be resumed until the cause of complaint resulting in discontinuance of service has been resolved and all charges, plus arrearages if any, have been paid in full. Service will also be discontinued without notice in case of fraudulent use or violation of RSA 539:7 and/or rules and

regulation stated within the District, Water and/or Sewer section of these rules. Flat, quarterly fees, including but not limited to Demand Fees and Betterment Fees, will continue to be charged to the account even after discontinuation of service. In the event service needs to be discontinued after regular business hours, a fee for an afterhours service call will be charged to the account.

If the bill for water service is not paid by the due date, the District reserves the right to discontinue the service fourteen (14) days after a Delinquent notice has been mailed to the property owner on file as well as any party authorized to receive a duplicate bill. The District may, but is not obligated to, post notice on the front entrance of a property prior to discontinuing water service. The District shall, to the best of its ability, post notice of discontinuance of service on the front entrance of a property if any part of the service provided accrues to the benefit of one or more parties known by company to be residential tenants.

All delinquent bills automatically create a lien on the real estate where the services were rendered. In accordance with RSA 38:22 (water) and RSA 149-I:11 (sewer), the lien attached to the property and the delinquency remains the obligation of the person who owns the property at the time the lien is enforced. If the property is sold, the new owner takes on the obligation that had already attached to the real estate when sold.

B. Discontinuation of Service to Residential Tenants (renters)

RSA 38.31 states:

I. Notwithstanding any other provision of law to the contrary, except as provided in paragraph V of this section, no municipal water company shall disconnect service to a customer if any part of the service provided accrues to the benefit of one or more parties known by company to be residential tenants, unless the company gives written notice to the tenants. Such notice shall set forth:

- (a) The date on or after which the company proposes to disconnect service.
- (b) A statement that the reason for disconnection is a dispute between the company and the landlord.
- (c) A statement that the tenant should contact the landlord for more information.
- (d) An address and telephone at which the tenant may contact the utility in order to make arrangements to maintain service.

II. A municipal water company shall refrain from terminating service to the affected premises if so requested by the tenant, provided that the tenant agrees to be responsible for service provided as of the date of the tenant's request. However, the water company may continue to list the landlord's past due balance on the tenant's bill, and the lien created pursuant to RSA 38:22 shall include any past due charges which accrue after the company begins billing the tenant. The utility shall provide direct service to the person requesting it on terms and conditions applicable to all residential customers. Such service may include other charges, such as sewer and fire protection service, if customarily included with water service billing.

III. Immediately upon learning that a tenant has been disconnected without the notice required in paragraph I, the water company shall reconnect service and may charge a reasonable reconnection fee which may be added to the existing arrearage.

IV. The notice required by paragraph I shall be provided to the tenant no less than 7 days in advance of the proposed disconnection, by posting a conspicuously lettered notice on the main entrance door to each building in which service is being terminated. In addition, the company shall post the notice on a back door or side door to which the company has reasonable access, or

in a common area of each building. The company, at its option, may notify the tenants in the affected property by mail rather than by posting.

V. The notice to tenants required by paragraph I of this section shall not be required when necessary to avoid danger to life or property, and upon the order of a duly constituted public authority such as police, firefighters, public health officer, and building inspectors.

Source. 1997, 206:1, eff. July 1, 1997.

Thusly, it is the District's policy to have written documentation from property owners that notify the District of tenants occupying the property. This document will be placed on account and give permission for tenants to discuss the utility bill. Additionally, property owners may submit an Authorization for Duplicate Bill allowing the District to send a bill directly to the tenant; owners will still receive a copy of the bill and all correspondence sent to the tenant regarding the account. Submitting an Authorization for Duplicate Bill in no way relieves the property owner of the responsibility for the water/sewer service of the property.

In the instance where landlords have received a shut off notice for failure to pay, Commissioners will review individual tenant cases in which water is needed for medical conditions and purposes. Commissioners may allow the continued use of water in such instances with proper medical documentation.

C. Renewal of Service after Discontinuation

Renewal of service will occur once all charges and fees, or the cause of complaint resulting in discontinuance of service has been resolved during regular business hours. The property owner must arrange for someone to be present at the time of the renewal. If the renewal occurs outside of regular business hours, a fee for an afterhours service call will be charged to the account.

D. Penalties - Late Fees Due to Non-payment

Late fees for water and sewer service, demand and betterment fees, backflow testing, returned check fees, and lien fees shall be assessed thirty-one (31) days after bill date. Late fees shall be assessed once a quarter at 3%, compounded, of the outstanding balance for water/sewer bill.

Late fees for invoices for Sale of Inventory and Service Calls shall be assessed every thirty days at 5% compounded.

E. Liens

Per RSA 38:22 (water) and RSA 149-I:11 (sewer), charges rendered for water and sewer services automatically create a lien on the real estate that shall remain in place for 18 months from the date of the last unpaid bill unless the District records, with Carroll County Registry of Deeds, a notice of lien. A lien filed with the Carroll County Registry of Deeds is in force for 6 years. If an account is delinquent for two billing cycles, the District shall file a notice of lien with Carroll County Registry of Deeds prior to the next billing cycle and will only release the lien after all charges have been paid in full. The account associated with the real estate shall be charged the fee associated with filing of liens.

Liens are attached to the real estate and are the obligation of the property owner regardless of who is responsible for the payment of services rendered. If the property is sold and the lien has not been satisfied at the closing, the new owner takes on the obligation that had already attached

to the real estate when it was sold. The District may discontinue services upon filing of the Lien, or any time after, with no further notice. Flat, quarterly fees, including but not limited to Demand Fees and Betterment Fees, will continue to be charged to the account even after Notice of Lien has been filed and/or the discontinuation of service.

Article XII. **Writ of Extension**

Notwithstanding the previous Writ of Extension, we the citizens of CVDF, do hereby set forth the following Rules and Regulations to be known as the “Writ of Extension”, which will govern the users of services provided by the Conway Village Fire District and the Commissioners shall be authorized and instructed to carry out the below listed Articles.

Any application for services outside of District boundaries shall require review by the Board of Commissioners with all pertinent information to be supplied by the property owner. It is the intent of the District that all properties requesting service connection are obligated to seek a boundary change to become included within the Conway Village Fire District.

Article 1 Any expansion of the District boundaries shall be consummated in accordance with the existing State Statutes where applicable.

Section A The District boundaries shall be walked once every seven years by a Commissioner and/or a District Representative once the boundaries have been established, mapped and after the initial walk to mark the boundaries has occurred.

Article 2 Extension of any service within the district shall be contingent upon a majority vote of the Board of Commissioners. If, in the opinion of the Board, it is felt that the service extension will significantly impact the system, the Board can hold a duly-noted Public Hearing for voter review and input. The developer shall furnish the Board of Commissioners with all pertinent information to make a decision (ex. Impact Study, drainage calculation, etc.)

Section A In the event of the approval of the extension of any District service, the total cost of the extension will be paid by those requesting the service. The extension project shall be overseen by District employees.

Article 3 Extension of any service without the District shall be authorized by the majority vote at any duly called Annual or Special Meeting. Costs for said services shall be borne completely by those individuals requesting the extension.

Section A Any vote at a duly warned Annual or Special Meeting authorizing the extension of the District services without the District shall be valid for one year from date of vote, provided that construction of such extension is substantially commenced and continuing at the expiration of said one year term, the vote shall be deemed to continue in full force and effect.

Section B In the event of the approval of the extension of any District service, the total cost of the extension will be paid by those requesting the service. The extension project shall be overseen by District employees.

Article 4 No District water or sewer main, pipe, or service boxes shall be placed or installed on any private property unless an easement or right-of-way is legally secured by the party requesting the service for the purpose of installing and maintaining the same.

Article 5 In the event that an extension of water service is provided, a fire hydrant will be required every one thousand feet (1,000 ft.) for residential and every three hundred feet (300 ft) for commercial if that request extends a water line beyond 500 or 1,000 feet. Placement of said hydrant will be sited by the District Superintendent and Fire Chief.

Article 6 In the event an extension is approved, the party bearing the costs of the extension will retain ownership for maintenance no less than one year before deeding that line to the Conway Village Fire District.

Article 7 Articles mentioned in the Writ of Extension may be amended at any Annual or Special District Meeting duly called, and any vote taken may be considered passed by a 2/3 majority of those qualified voters present.

Article XIII. **Escrow Account for Professional Engineering Review**

The Board may require professional engineering reviews, special investigative studies, environmental assessments, a legal review of documents, administrative expenses, and other matters necessary to make an informed decision on request by an applicant wishing to connect to Conway Village Fire District's sewer or water system. The cost of such studies and investigations shall be paid by the applicant prior to final approval or disapproval. The applicant shall submit funds based on the estimated costs to the District prior to the District procuring such studies and investigations, and will be deposited in a non-interest bearing escrow account held by the District. The District will contract with an engineering firm of its choosing, who will report directly to the District.

- A) If the applicant formally withdraws the request for approval after the engineering process has begun, the applicant will be financially responsible for any services rendered. Any remaining unused dollars shall be returned to the applicant upon completion of project or formal withdrawal.
- B) In the event that initial dollars requested of applicant are insufficient to cover expenses, additional funds will be requested and must be received before final approval or disapproval is rendered.

Article XIV. **Building a Water Service Connection**

A. Applying for Water Service

Applications for water service must be made in writing on the forms provided at the Fire District Office. An acceptance by the District shall constitute a contract between the District and the applicant, obligating the customer to pay the established rates and charges and to comply with the rules and regulations.

The District reserves the right to determine the size and the location of any proposed water service.

Application will be subject to there being an existing main pipe in the street or right-of-way abutting the premises to be served. Acceptance shall in no way obligate the District to extend its mains to service the premises.

Application for water service will be accepted by the District from the owner of the premises only.

The District will be able to require that any new water or replacement service must have an approved ball-type shutoff valve installed at the owner at his expense. The corporation, service pipe, curb stop or property valve, rod and box will be furnished and installed by the District and will remain the property of the District.

B. New Construction

- A Building Permit Application from the Town of Conway must be reviewed and signed by the Superintendent and Fire Chief prior to construction.
- The owner of the property or their licensed plumber is required to contact the District and obtain, complete and submit a Water Connection/Report of Change Application.
- All work performed must be inspected by a District employee before backfill is done.
- Meter purchase invoice and connection fees must all be paid in full before service will commence.

C. Alteration of Property Piping

- No customer shall install any additions or alterations of any service pipes or private property plumbing additions or deletions without first notifying the District of the proposed changes.
- The owner of the property or their licensed plumber is required to contact the District and obtain, complete and submit a Water Connection/Report of Change Application.
- A Building permit and/or zoning application from the Town of Conway stating change and approval from Town must be reviewed and signed off by the Superintendent and Fire Chief.
 - Additional Connection fees may apply if additional services are required.
 - Additional Demand Fees may apply if additional meters are installed.
- All work performed must be inspected by a District employee before backfill is done.
- All invoices and connection fees must be paid in full before service will commence.

D. Installation, Ownership, and Maintenance

All service pipes, including the curb stop, shall be owned by the District; from the limits of the curb stop to the property will be owned by the property owner. Any maintenance from the curb stop to the property must be performed by the owner or agent.

Any defects in the installation or workmanship of the customer's line that are found not to be in accordance with accepted District standards will be corrected; failure to do so in a timely manner will result in the water service being terminated after proper written notice.

All service pipes between the curb stop and the property will have a minimum ground cover of six feet or equivalent insulation. In the event that a line is less than 6 feet deep, appropriate insulation materials will be used to avoid freezing.

E. Repair or Replacement of Service

The District will, if when making repairs or investigating any loss of water service, replace an existing service from the main pipe, to and including the curb stop, if it appears to the Superintendent that it is the best way to alleviate the problem. However, if any customer feels that their water services should be replaced, the customer will be required to pay whatever costs are realized in the replacement of same.

Installation for replacement service will include all or part of the following list:

- Tapping the main, if necessary
- Appropriately-sized pipe and service tap from main to the curb stop
- Curb stop at or near the property line
- Appropriate excavation and restoration

F. Material Specifications

METERS

1. For single family homes, a T10 Neptune 5/8” meter with a re-setter, a check valve, and a shut-off installed by District specifications – purchased through the District.
2. For other than single family homes, the District will perform a meter size evaluation to determine the appropriate meter size.
3. Each meter will have a radio reader attached to the meter purchased through the District.
4. Once meter is installed, A District employee must inspect the hook up.
5. It is strongly recommended that an expansion tank be installed on the incoming cold water line after the meter (interior plumbing side). It is also recommended that a pressure reduce be installed as well.
6. This work must be done by a plumber as the District staff are not licensed plumbers.
7. The District will only be responsible for the meter itself. All components around the meter are the property owner’s responsibility.

WATER MAINS

Pipes:

- Pipe shall meet or exceed current AWWA C151 specifications for Ductile Iron pipe. Maximum length twenty (20) feet.
- Double cement lining, seal coating inside and bituminous outside coating shall meet or exceed AWWA C104.
- Push-on joints conforming to current AWWA 111.
- Pipe to be furnished complete with gaskets and lubricant.
- Certificate of Compliance to above-mentioned specifications must be supplied with shipment. Certificates must be notarized by Notary Public or Justice of Peace.
- Class 52 required to size (6) through twenty-four (24) inch diameters.

Valves:

- For size six (6) through twelve (12) inch, valves shall be resilient seated with non-rising stem and conform to or exceed current AWWA C509 specifications.
- Directions to open – left

FITTINGS

- Fittings shall be Ductile Iron with mechanical joints and accessories and shall conform to or exceed current AWWA C113.
- Fitting to be new, unused and free from rust, coated and cement lined.
 - Ductile Iron – Class 350
 - Mechanical joints and accessories shall meet AWWA C111
 - Double cement lining, inside seal coating and bituminous outside coating shall meet AWWA C104.

VALVE BOXES

- Base: 48 inch
- Top: 5-1/4" x 36" with top flange (screw type not acceptable)
- Cover: Marked "water"
- Only two piece boxes acceptable
- Acceptable makes and models (American or Canadian made)
 - Standard valve box with top flange and belled base section, slide type

RESTRAINED JOINTS

- Retainer glands shall be used to restrain joints as necessary.
- Thrust blocks are acceptable behind hydrants and all ductile bends more than 11 degrees.
- Anchor tees are acceptable for use on hydrant branches to retain the hydrant branch valve.
- All retaining glands shall be U.L. approved and meet or exceed AWWA C111.

WATER SERVICE LINES

Plastic:

- Tubing shall be CTS (copper tube size) polyethylene (ASTM #2239). Plastic tubing shall be a minimum 250 lb. class. Compression fittings with stainless steel inserts shall be used.

Brass:

- All brass fittings shall meet or exceed AWWA C800 specifications.
- Acceptable manufacturers: Mueller, Ford, and MacDonald
- Must be no lead

SERVICE FITTINGS

3/4" and 1" Fittings

- All corporation threads shall be "CC" on the inlet and "CPPJ" on the outlet thread.
- All curb stops shall be ball valves.

2" Fittings

- All corporation threads shall be "CC" on the inlet and "CPPJ" on the outlet.

- All corporation and curb stops shall be ball valves.

CURB BOXES

- Erie style standard service box, appropriate length plug cover or two-hole cover.
- Appropriate size (single piece) rod, 1" upper shaft

HYDRANTS

- Acceptable make and model: American Darling B84B

Features:

- Direction to open – left
- Breakable flange (traffic model)
- Valve opening at 5-1/4"
- 2 – 2 ½" NST hose nozzles
- 1 – 4 ½" NST pumper nozzle
- Operating nut and nozzle caps – NS #7 pentagon
- Depth as needed to meet grade
- Six (6) inch mechanical joint connection with accessories for 6.90 O.D. Ductile Iron pipe
- Drain hole "Plugged"
- Shall meet or exceed C502

The Conway Village Fire District reserves the right to require a sample for evaluation of any supplied item. Alternative items shall receive prior approval of the Superintendent and/or Water Department Foreman. In any case, the Conway Village Fire District reserves the right to accept or reject any material to be used.

G. Safeguarding Direct Pressure Water Devices & Systems Supplied by Automatic Feed Valves

All customers, having direct pressure water devices, including but not limited to hot water tanks, or secondary systems supplied by automatic feed valves shall have installed and maintained in the operating condition appropriate vacuum, temperature, and pressure relief valves or cutouts in the water system and/or secondary system or their appurtenances should it become necessary to shut off the water main or service or should a pressure failure occur for any other reason. Water service supplied to any customer not providing such protective devices will be strictly at the risk of the customer, and the Conway Village Fire District will not be held liable for damage resulting from the lack of or failure of such protective devices.

The Conway Village Fire District shall not be liable for damages to any hot water tank or direct pressure devices on the customer's premises.

In cases requiring an immediate shut down of main piping due to emergency situations, the Conway Village Fire District shall make reasonable attempt to notify its customers but lack of notification shall not cause Conway Village Fire District to be liable for damage of equipment inside the customer's facility.

H. Fluctuation of Pressures by Customer's Apparatus

No customer shall install or use water consumption apparatus, which will affect the Conway Village Fire District pressure or operating conditions as to interfere with the service of another customer. Where a customer has or proposes to install apparatus, which requires water in sudden

and/or material quantities, impairing pressure to the detriment, damage or disadvantage of other customers, the CVFD reserves the right to require such customer to install such devices or apparatus which will confine such fluctuation of demand or reduction of pressure within reasonable limits as determined by the District

If the customer, after receiving written notice from the District, fails to present an acceptable remedial plan with a limit set by the District, service will be discontinued.

I. Joint Use of a Trench

Water service pipes will not be placed in the same trench with gas pipes, electric wires or conduits, sewers or similar structures that would, in the opinion of the District, be harmful or unsafe except under special conditions and only with prior approval of the District.

J. District Property

All gates, valves, shut-offs, mains and standpipes and service lines and curb stops which are the property of the District are not to be tampered with, nor opened or closed by any person other than an authorized employee of the District.

K. Private Fire Protection

Customers desiring to install private fire protection systems shall first consult with the Fire Chief of the District as to availability of water mains and pressures etc. Approval of a private fire protection system shall be granted after submission of application and based upon submittal of a sprinkler designed by a licensed sprinkler designer/installer. Installations of the fire service shall be coordinated through the Superintendent of the District. Under his direction, the tap into the main, the gate valve and any related equipment shall be installed under the direction of the District and all costs shall be borne by the customer. However, once installed and in place, the tapping sleeve and/or gate shall become the property of the Fire District, and become the property and be maintained solely by the Conway Village Fire District.

No private fire connection service is to be used for any purpose other than fire protection. No connection other than a fire connection will be allowed to be connected to the pipes of the fire protection system. All sprinklers, pipes, and other fire connections shall be so placed as to be readily inspected.

Charges for private fire protection services shall be an annual rate set by the Commissioners.

Private fire protection systems shall be designed by a certified/licensed designer.

Article XV. **Water Use**

A. Unauthorized Use of Water

1. Use of water is confined to the premises named in the application.

No customer shall supply water to another not entitled to the use of water, nor shall he use it for any purpose not mentioned in his application. No person shall obtain water service from any hydrant, fountain, or other fixture of the District without previous consent of the District.

2. All public water used must be metered

a. It is prohibited for any User to make, have, or maintain a connection at or use water from a point located before (upstream of) any District water meter. Such

circumstances shall be treated as a bypass around the meter and be subject to the provisions of Article VII of the District Water Rules and Regulations.

- b. There shall be no connections/taps from fire service lines for any use other than for fire suppression in an approved and inspected fire suppression system.

B. Water Use Restriction

The Conway Village Fire District reserves the right, in periods of drought or emergency or when deemed essential to the protection of the public health, safety and welfare to restrict, curtail or prohibit the use of water for secondary purposes, such as sprinkling, car washing, air conditioning or filling swimming pools, and shall have the right to fix the hours and periods when water may be used for such purposes.

C. Use of Fire Hydrants

Hydrants may be used only for the extinguishment of fires or for such other purposes as may be approved by the District. Hydrants shall be opened and closed only by an employee or agent of the District or a regular appointed fireman of the Conway Village Fire Department. After any hydrant has been opened, the District Superintendent shall be notified.

Article XVI. Owner's Responsibility

A. Transfer of Ownership

When any property changes ownership, it will be the responsibility of the present owner or agent to notify the District Office of the change and to submit the name, address and phone number of the new owner(s) prior to the closing date.

B. It is the District's policy that all accounts be in the name of the property owner.

Seasonal Services

Seasonal service is supplied to property for only a portion of the regular billing year according to District procedures. Water being turned off for seasonal purposes or past due amounts does not relieve the property owner of water and/or sewer flat quarterly fees. These charges shall still apply to the property per quarter, regardless of water services being on or off.

C. Maintenance of Leaks, Freezing, etc.

The maintenance of the customer's portion of the service pipe will be maintained by the owner of the property or his designated agent. All leaks will be repaired in a timely manner.

In the event of a frozen pipe, the Superintendent or his agent will determine where the frozen area is located. If the area affected lies between the main pipe and the curb stop, then it is the responsibility of the District to have the matter corrected. If the affected area lies between the curb stop and the building of the owner, then it is the responsibility of the property owner to have the situation resolved.

When it becomes necessary to thaw a frozen service pipe and it cannot be determined where it is frozen, and the District, at the customer's request, undertakes to thaw the same, one-half of the cost thereof will be paid by the customer.

D. Cross Connections: Health & Safety Hazards

Pursuant to the Federal Safe Drinking Water Act of 1974 and in accordance with the State of New Hampshire Revised Statutes Annotated 148-B:2 VI, 148:22, 148:26, 148:27, the District has adopted regulations pertaining to the implementation of a cross connection prevention

program for protecting the public potable water from backflow of dangerous substance by back-pressure, or back-siphonage which would endanger the public health or physically damage the public water system (see Appendix A). The Commissioners shall file with the New Hampshire Water Supply and Pollution Control Commission a copy of these cross connection regulations and any subsequent additions or modifications. The backflow prevention assemblies will be installed and tested as per State and local regulations to prevent contamination of the public drinking water system due to either a high degree or low degree hazard. The ultimate objective is to prevent the containment of any possible substance from reentering the public water system. The District reserves the right to specify the type of backflow prevention device to be installed by the customer from the list of various types of backflow prevention devices approved by the New Hampshire Water Supply and Pollution Control Commission. The entire cost of installation and all future testing and inspection shall be borne by the property owner.

To insure the protection of the public water system, the District shall have reasonable access to any premises using water to insure that no cross connections exist. In the event that cross connections are found, the District, after legal notification, shall terminate the water service if corrections are not made. If it is found that existing backflow prevention devices have been removed, or bypassed or in any way rendered ineffective, water service shall be discontinued immediately.

It shall be the duty of the District to insure that when necessary, the owner of the property install, repair, overhaul, replace and be financially responsible for any backflow prevention devices that are existing or required in private water systems or property where it is felt that cross connection protection is necessary. At no time without the installation of proper backflow prevention devices, shall the District allow a cross connection between the District public water system and a private water system or auxiliary fire protection system.

It shall be necessary for the District, in cooperation with all property owners that have backflow prevention devices installed to have them tested for proper functioning upon completion of installation and to have them tested semi-annually in high hazard situations and annually in low hazard situations except in exceptional situations that the District feel should be inspected more often [Ws. 364 .04c(3)].

The District requires that property owners comply with certain backflow prevention devices in their private properties does not in any way extend the responsibility for maintenance or repair beyond that which exists presently (being the physical curb stop at the property line) for the District. However, the District shall have the right to access the property for purposes of inspecting and/or testing all required backflow prevention devices.

All required backflow devices shall be installed in easily accessible locations for testing and/or repair. They shall not be enclosed in any way by walls, boxes, or other obstructions. Nor shall they be installed in any area that could adversely affect the operation of the devices due to extreme weather conditions or temperatures.

The District shall use the Inspection Form X-2, X-1(L), X-1 (H), and the tables I and II of Appendix I of the New Hampshire Code of Administrative Rules found in the State of New Hampshire Water Supply and Pollution Control Commission Rules and Regulations. Applications for backflow prevention devices must be made by the property owner on appropriate forms provided by the District. The particular device required will be selected from an approved list compiled from acceptable devices reviewed and updated by the New Hampshire Water Supply and Pollution Control Commission.

E. Safeguarding Owner's Water Devices

All customers having direct pressure water devices, including but not limited to hot water tanks, or secondary systems supplied by automatic feed valves, shall have installed and maintained in operating condition appropriate vacuum, temperature and pressure relief valves or cut-outs in the water system and/or secondary system to prevent damage to the water device or secondary system or their appurtenances should it become necessary to shut off the water main or service or should a pressure failure or surge occur for any other reason. Water service supplied to any customer not providing such protective devices will be strictly at the risk of the customer and the District will not be held liable for damage resulting from the lack or failure of such protective devices.

Power and Authority of District

F. Access to Premises

The District shall have free access to all premises supplied with water, at all reasonable hours, to permit the inspection of plumbing and fixtures, to ascertain the amount of water used and manner of use, and to enforce these Rules and Regulations.

G. Authorized Access Required

Authorized employees of the District bearing proper credentials and identification shall be permitted to enter all properties for the purposes of inspection, observation, measurement, sampling, and testing.

H. Safe Conduct Required

While performing the necessary work on private properties referred to in Section 1 above, the District shall observe all safety rules applicable to the premises established by the industry.

I. Easement Access Required

Authorized employees of the District bearing proper credentials and identification shall be permitted to enter all private properties through which the District holds a duly negotiated easement for the purposes of, but not limited to, inspection, observation, sampling, repair and maintenance, of any portion of the facilities lying within said easement.

All entry and subsequent work, if any, on said easement, shall be done in full accordance with the terms of the duly negotiated easement pertaining to the private property involved.

J. District Authority Over Private Housing or Industrial Developments and/or Subdivisions

In the interest of Public Health and Safety of the District, District employees shall have the authority to inspect the areas that the District supplies with water and are in the private domain, when in their opinion there may exist a health or safety hazard as to endanger the well-being of the District as a whole.

K. Winter Construction

The District shall determine construction time tables. Except in cases of emergency, no new service pipes or extension of water main will be installed during winter conditions (when frost is in the ground) which increases the cost of the work. The customer shall pay all extra expenses over and above ordinary construction costs for such emergency work. The customer will also be responsible for the normal installation costs.

Article XVII. **Limits of Liability**

L. Service Activation / Termination

When requested by the property owner or agent, the District shall not activate or terminate water service unless the owner or agent is present. Activation or termination will occur during regular business hours. If the on-call employee is called to activate or terminate service after regular business hours, an Afterhours Service Call fee will be charged to the account.

After periods of non-use of water, the Fire District will accept no responsibility for any damage caused by leaking pipes in the property of any customer. It shall be the general practice of District employees to only turn on any curb stop when there is someone present at the property to be affected.

M. Water Shortage Due to Repairs

The District cannot be held liable for the reason of shortage of supply or for the purpose of making repairs, extensions or connections or for any other reason beyond the control of the District. Should it become necessary to shut off water in the mains, the District will not be responsible for any damages occasioned by such shutoff or no refunds of charges will be allowed unless the interruption is in effect for a continuous period often (10) days, in which case a proportional refund will be made. Notice of shutoff will be given when practicable, but nothing in this rule shall be construed as requiring the giving of such notice.

The District will not be held responsible for damages caused by dirty water, which may be occasioned by cleaning of pipes, standpipes, or the opening of any gates or hydrants.

Article XVIII. **Rules and Regulations Signature Page**

ENACTMENT

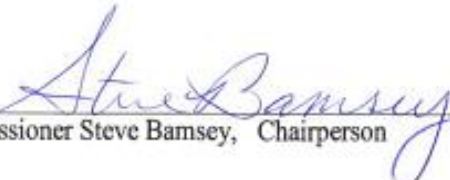
Water Rules and Regulations

These Rules and Regulations shall be in full force and effect as an ordinance regulating Water Department operations within the District from and after their passage, approval, recording, and publication as provided by law.

Duly enacted and ordained this 30th day of August, 2018 by the Commissioners of the Conway Village Fire District in Carroll County, State of New Hampshire, at a duly noticed and duly held session of the said Commissioners.

Conway Village Fire District
Conway, NH

By:



Commissioner Steve Bamsey, Chairperson



Commissioner Tom Buco



Commissioner Mike Digregorio

APPENDECES

Appendix A – Cross Connection Control Program (Backflow Prevention

Appendix B – Water Connection/Change of Use Permit Application

APPENDIX A

Conway Village Fire District Cross-Connection Control Program

Approved June 9, 2016

I. Purpose

Cross-Connections between water supplies and non-portable sources of contamination are significant threats to health in the water supply industry. This ordinance is designed to maintain the safety and potability of the water in the Conway Village Fire District Public Water System by establishing rules and procedures to prevent the contamination of public drinking water by the backflow of water from an approved source or other fluids.

A. The purpose of this regulation is:

1. To protect the public water supply of the Conway Village Fire District Public Water System from the possibility of contamination by isolating contaminants which could backflow or back-siphon into the public water system within its customers' internal distribution system(s);
2. To promote the elimination or control of cross-connections, actual or potential, between its customers' in-plant drinking water system(s) and anything that could contaminate or pollute it; and
3. To provide for the maintenance of a cross-connection control program to effectively prevent the contamination or pollution of all drinking water systems.

This document is intended to supplement the rules listed in section II below. Changes to this document in the future must be approved by the New Hampshire Department of Environmental Services (NHDES).

II. Authority

- A. New Hampshire Administrative Rule Env-Ws 505, or subsequent rules, *Backflow Prevention*.
- B. The Conway Village Fire District Public Water System rules and regulations, adopted.

III. Requirements

The water superintendent 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 pollution through the water service connection. If, in the judgment of the water superintendent, an approved backflow prevention device is required at the Conway Village Fire Districts water service connection to any customer's premises for the safety of the water system, the water superintendent or his designated agent 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 approved device or devices at his own expense. Failure, refusal, or inability on the part of the customer to install said device or devices within 90 days shall constitute grounds for discontinuing water service to the premises until such device or devices have been properly installed.

IV. Administration

- A. The Conway Village Fire District Public Water System will operate an approved cross-connection control ordinance, including the keeping of necessary records to fulfill the requirements of NHDES's Backflow Rules, Regulations, and related laws.
- B. The owner shall allow the Conway Village Fire District Public Water System to inspect his property for possible cross-connections and shall follow the provisions of the Conway Village Fire District Public Water System's ordinance and their rules.

- C. If the Conway Village Fire District Public Water System requires that the public supply be protected by containment, the owner shall be responsible for the water quality beyond the outlet end of the containment device and should utilize the appropriate device approved for that purpose.

V. Responsibilities

A. Conway Village Fire District Public Water System

1. On new installations, the Conway Village Fire District Public Water System will provide an on-site evaluation and/or inspection and review of plans in order to determine the type of backflow preventer, if any, that will be required.
2. On new installations, the Conway Village Fire District Public Water System will issue a permit and perform inspection and testing.
3. For premises existing prior to the start of this program, the Conway Village Fire District Public Water System will:
 - a. Perform an assessment of the function of the premise and determine if it poses a cross-connection risk. If a risk is present, assess the risk as high hazard or low hazard.
 - b. Inform the owner in writing of any corrective action deemed necessary, the method of achieving the correction, and the time allowed for the correction to be made. Ordinarily, 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.
4. The Conway Village Fire District Public Water System will not allow any cross-connection to remain unless it is isolated by an approved backflow prevention assembly, commensurate with the degree of hazard, for which a permit has been issued and which will be regularly inspected/tested to ensure satisfactory operation.
5. The Conway Village Fire District Public Water System shall inform the owner in writing of any failure to comply and the time allowed for the correction to be made. If upon re-inspection the owner has not complied, the Conway Village Fire District Public Water System may allow an additional 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 Conway Village Fire District Public Water System will inform the owner, by certified letter, that the water service to the owner's premises will be terminated within a period not to exceed five days. In the event that the owner informs the Conway Village Fire District Public Water System of extenuating circumstances as to why the correction has not been made, a time extension may be granted by the Conway Village Fire District Public Water System.
6. If the Conway Village Fire District Public Water System determines at any time that a serious threat to the public health exists, the water service shall be terminated immediately.
7. The Conway Village Fire District Public Water System shall begin inspections to determine the nature of existing hazards and corrections to be made, following approval of the program by NHDES. Initial focus will be on high hazard water use.
8. Certified backflow prevention device inspectors must be certified through the NEWWA Certified Backflow Prevention Device Inspectors/Testers Program.

9. The Conway Village Fire District Public Water System shall also develop installation standards and specifications for each type of backflow preventer to ensure they are installed in a manner in which they have been evaluated and approved and to allow for periodic testing and maintenance.

B. Owner

1. The owner shall be responsible for the elimination or isolation with the proper installation of an approved backflow preventer commensurate with the degree of hazard, for all cross-connections on his premises.
2. The owner, after having been informed by a letter from the Conway Village Fire District Public Water System, shall, at his expense, install, maintain, and inspect or have inspected (as determined by the Conway Village Fire District Public Water System), all backflow preventers on his premises.
3. The owner shall correct any deficiency of a backflow preventer which is revealed by inspection or testing. This shall include the replacement of parts or the replacement of the backflow preventer, if deemed necessary by the Conway Village Fire District Public Water System.
4. The owner shall inform the Conway Village Fire District Public Water System of any proposed or modified cross-connections and also existing cross-connections of which the owner is aware but has not been found by the Conway Village Fire District Public Water System.
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 by-pass. Owners who cannot shut down operations for inspecting of the device(s) must supply additional devices necessary to allow inspecting to take place.
6. The owner shall install backflow preventers in a manner and location approved by the Conway Village Fire District Public Water System.
7. The owner shall only install USC approved backflow preventers from a list adopted by the Conway Village Fire District Public Water System and NHDES.
8. Any owner having a private well or other private water source must:
 - a. Have a permit if the well or source is cross-connected to the Conway Village Fire District Public Water System's system. Permission to cross-connect may be denied by the Conway Village Fire District Public Water System. 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 Conway Village Fire District Public Water System's system.
 - b. In the event the owner installs plumbing to provide drinking water for domestic purposes which is on the Conway Village Fire District Public Water System's side of the backflow preventer, such plumbing must have its own backflow preventer installed.
9. The owner shall be responsible for the payment of all fees for semi-annual device inspections, repair and re-testing in the case that the device fails to operate correctly.

VI. Degree of Hazard

The Conway Village Fire District Public Water System 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 backflow prevention devices for high and low hazards.

A. Low Degree of Hazard

If backflow were to occur, the resulting effect on the water supply would be a change in its aesthetic qualities. The foreign substance must be non-toxic to human.

B. High Degree of Hazard

If backflow were to occur, the resulting effect on the water supply could cause illness or death if consumed by humans. The foreign substance may be toxic to humans from either a chemical, bacteriological or radiological standpoint. The effects of the contaminants may result from short or long term exposure.

Only the following types of backflow prevention devices may be used for the containment of on-site contaminants for high and low hazard situations respectively:

C. High Hazard:

1. Air gap (AG)
2. Reduced pressure principal backflow preventer (RPZ)
3. Combination of the above

D. Low Hazard:

1. Air gap (AG)
2. Pressure vacuum breaker (PVB)
3. Double check valve assembly (DCVA)
4. Reduced pressure principal backflow preventer (RPZ)
5. Combination of the above

VII. Existing in-use Backflow Devices

Any existing backflow preventer shall be allowed by the Conway Village Fire District Public Water System to continue in service unless the degree of hazard is such as to supercede the effectiveness of the present backflow preventer, or unless an unreasonable risk to the public health results.

VIII. Periodic Testing

- A. Backflow prevention devices shall be inspected and tested semi-annually.

- B. Periodic inspections and testing shall be performed by an inspector certified through the NEWWA Backflow Prevention Device Inspectors/Testers Program. The inspections will be done at the owner's expense.
- C. When performed by an inspector from the Conway Village Fire District Public Water System, the inspections shall be conducted during the Conway Village Fire District Public Water System'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 Conway Village Fire District Public Water System.
- D. Any backflow preventer which fails the inspection test during a periodic inspection will be repaired or replaced. When repairs are necessary, upon completion of the repair the device will be inspected a second time at the owner's expense to ensure correct operation. High hazard situations will not be allowed to continue unprotected, if the backflow preventer fails the inspection and cannot be repaired immediately. In other situations, a compliance date of not more than 30 days after the inspection date will be established. The owner is responsible for spare parts, repair tools, and/or a replacement device. Parallel installation of two devices is an effective means of the owner ensuring that uninterrupted water service is provided during inspections or repair of devices and is strongly recommended when the owner desires such continuity.
- E. These devices shall be repaired or replaced at the expense of the owner whenever said devices are found to be defective. Tests and repairs shall be recorded on forms approved by the water superintendent, and copies shall be distributed to the owner and water superintendent within 30 days of the actual test.
- F. The Commission reserves the right to use only CVFD employees who are certified through the NEWWA Certified Backflow Prevention Device Inspectors/Testers Program to perform the semi-annual tests.

IX. Records and Reports

- A. **Records** – The Conway Village Fire District Public Water System will initiate and maintain the following for a minimum of five years:
 - 1. Master files on customer cross-connection inspections and/or tests.
 - 2. Customers can obtain a copy of their test results upon request.
- B. **Reports** – Each year, by April 1, the Conway Village Fire District Public Water System will submit a summary of inspection results to NHDES that includes the following:
 - 1. The name, certifying organization, and certification number of the certified backflow prevention device inspector who performed the inspection and test on the device;
 - 2. The name of the owner and the location of the device;
 - 3. The purpose of the device and its hazard class;
 - 4. The type of device;

5. The date and result of each test; and
6. If the test failed, the subsequent test date and result until the device passes.

X. Fees and Charges

The Conway Village Fire District Public Water System will publish a list of fees or charges for the following:

A. Fees

1. Fees for testing

B. Charges

1. Charges for afterhours tests and repair

Addendum

I. Required Type of Backflow Prevention Assembly

The level of protection required shall be commensurate with the degree of potential public health hazard that exists or potentially exists on the customer's premises. Backflow protective devices that may be required in order of highest to lowest protection includes: (1) Air Gap Separation (AG); (2) Reduced Pressure Principle Backflow Prevention Device (RPP); (3) Double Check Valve Assembly (DC); (4) Double Check Detector Assembly (DCDA); (5) Pressure Vacuum Breaker Back-siphonage Prevention Assembly (PVB); and, (6) Spill Resistant Pressure Vacuum Breaker (SVB). The customer may choose a higher level of protection than that required by the Cross-Connection Control Specialist; however, the customer shall be responsible for installation. The following list includes those facilities and activities requiring backflow protection with the minimum level indicated; however, this may be subject to change based on the findings of the Conway Village Fire District. This is a non-exclusive list and any facility or activity not shown may be required to install backflow prevention devices as determined by the Cross-Connection Control Specialist.

1. Automotive Repair and Service Facilities – RPP
2. Autopsy Facilities – RPP
3. Auxiliary Water Systems (residential and non-residential) – RPP
4. Bars - RPP
5. Beverage Bottling Plant – RPP
6. Breweries – RPP
7. Buildings
 - a. Any building with sewage pumps or ejectors - RPP
 - b. Any non-residential or non-single family residential with an ornamental fountain– RPP
 - c. Multi-storied building with over 40 feet in height from service connection or that uses booster pumps or elevated storage tank to distribute water on site – RPP
 - d. Any commercial structure in which the specific business activity cannot be ascertained or is subject to change without a building permit – RPP

8. Chemical Plants – Any premises, where the manufacturing, storing, compounding, or processing of chemicals occurs. Where chemicals are used as additives in the processing of products - RPP
9. Commercial Kitchens or Food Preparation Facilities - RPP
10. Convalescent Homes - RPP
11. Dairy Processing Plants - RPP
12. Dental Clinics - RPP
13. Dry Cleaning Facilities – RPP
14. Fuel Storage or Dispensing Facilities - RPP
15. Film Processing Facilities – RPP
16. Fire Protection Systems
 - a. Directly supplied from the EGWD water system with no auxiliary source – DCDA
 - b. Supplied from the EGWD water system with an auxiliary source - RPP
17. Florists - RPP
18. Grocery Stores - RPP
19. Hazardous or potentially hazardous treatment processes with pumping equipment - RPP
20. Hospitals – RPP
21. Ice Manufacturing Plants – RPP
22. Indoor Fitness facilities with a Spa or Pool - RPP
23. Irrigation systems with capabilities for injecting fertilizers, or hazardous chemicals – RPP
24. Irrigation systems only single use meter - DC
25. Laboratories – including, but not limited to, teaching institutions, biological and analytical facilities - RPP
26. Laundries (Commercial) – RPP
27. Massage Therapy Clinics and Spas - RPP
28. Medical Building and Clinics – RPP
29. Metal Manufacturing, Cleaning, Processing or Fabricating Plants - RPP
30. Morgues – RPP
31. Mortuaries – RPP
32. Multiple Services: Includes two or more interconnected services provided by one or more water suppliers to a single Owner and/or Operator complex – RPP
33. Nursing Homes - RPP
34. Oil/Gas Production, Storage or Transmission premises – RPP
35. Paper and Paper Products Manufacturing Plants – RPP
36. Pet Stores – RPP
37. Plastic Manufacturing, Extruding and Injection Molding – RPP
38. Plating Plants – RPP
39. Public or Commercial Swimming Pool - RPP
40. Portable Spray or Cleaning Equipment which can be connected to the EGWD water system – RPP
41. Radioactive Materials or Substances processing or storage – RPP
42. Recycled Water – This includes premises where recycled water is used with no inter-connection to the EGWD water system – RPP
43. Restaurant - RPP
44. Restricted, Classified, or Other Closed Facilities – RPP
45. Rubber Manufacturing – RPP
46. Salon, Hair and/or Nails - RPP
47. Sand and Gravel Plants – RPP
48. Sanitariums - RPP
49. Schools, Colleges and University – RPP

50. Solar Heating

- a. Solar collection systems that contain any hazardous materials and have a direct connection to the EGWD water system. - RPP
- b. Solar system that is once through such as domestic hot water systems do not require protection.

51. Tank Trucks – AG

52. Vehicle Washing Facilities – RPP

53. Veterinary Facilities, Kennels, Animal Boarding – RPP

The minimum level of protection for all applications, with the exception of irrigation only services and fire services, as delineated above, shall be a Reduced Pressure Principle Backflow Prevention Device (RPP). Retrofit of fire protection systems, private and public, without access to an auxiliary supply or other cross connection shall be subject to the conditions of the permit from the Fire Department required for modifications to the fire system in accordance with NFPA 24 or local regulations.

II. Residential Dual Check

- A.** Effective the date of acceptance of this Cross-Connection Control Ordinance for the Conway Village Fire District, all new residential buildings will be required to install a residential dual check valve device immediately downstream of the water meter. Installation of this residential dual check valve 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 Conway Village Fire District Public Water System.
- B.** The owner should be aware that installation of a residential dual check valve results in a closed plumbing system with the residence. As such, provisions may have to be made by the owner to provide for thermal expansion within the closed loop system, i.e., the installation of thermal expansion tanks and/or pressure relief valves.

III. Strainers

- A.** The Conway Village Fire District Public Water System 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 device to prevent fouling of backflow devices due to unforeseen circumstances occurring to the water system such as water main repairs, water main breaks, fires, periodic cleaning and flushing of 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.

IV. Definitions

- A.** Auxiliary Water Supply – Any water supply on or available to the premises other than the purveyor’s approved public potable water supply.
- B.** Backflow – The flow of water or other fluids, mixtures or substances into the distribution pipes of a potable water system from any source other than the intended approved source of supply.
- C.** Backflow Preventer – A device or means designed to prevent backflow or back-siphonage.

1. 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 vertical distance equal to twice the diameter of the supply pipe but not less than one inch.
 2. 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.
 3. Barometric Loop – A fabricated piping arrangement rising at least 35 feet at its topmost point above the highest fixture it supplies. It is utilized in water systems to protect against back-siphonage.
 4. Double Check Valve Assembly – An assembly of two independently operating spring loaded check valves with tightly closing shut-off valves on each side of the double check valve, plus properly located test cocks for the testing of each check valve.
 5. Dual Check Valve with Intermediate Atmospheric Vent – A device having two independently operating spring loaded check valves separated by an atmospheric vent chamber.
 6. Hose Bib Vacuum Breaker – A device which is connected to a hose bib and which acts as an atmospheric vacuum breaker. Not to be used under constant pressure.
 7. 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 valve(s). The device includes tightly closing shut-off valves on each side of the check valve(s) and properly located test cocks for the testing of the assembly.
 8. Reduced Pressure Principle Backflow Preventer – An assembly consisting of two independently operating spring loaded check valves with an automatically operating differential relief valve located between the two 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.
 9. Residential Dual Check – An assembly of two spring loaded independently operating check valves. Generally employed immediately downstream of the water meter to act as a containment device in a single or two family residence.
- D.** Backpressure – A condition in which the owner’s system pressure is greater than the supplier’s system pressure.
- E.** Back-Siphonage – The flow of water or other fluids, mixtures or substances into the distribution pipes of a potable water system from any source other than its intended source caused by the sudden reduction of pressure in the public water system.
- F.** Containment – A method of backflow prevention which requires a backflow prevention device at the water service entrance.
- G.** Contaminant – A substance that may impair the quality of the water creating a potential health hazard to the public.

- H.** Cross-Connection – Any actual or potential connection between the public water system and any source of contamination or unapproved water source.
- I.** Fixture Isolation – A method of backflow prevention in which a backflow preventer, such as a hose bib or an atmospheric vacuum breaker, is located to correct a cross-connection at an in-plant location rather than at a water service entrance. This protects the drinking water in the building.
- J.** Owner – Any person who has legal title to, or license to operate or inhabit in, a property upon which a cross-connection inspection is to be made or upon which a cross-connection may be present.
- K.** Person – Any individual, partnership, company, public or private corporation, political subdivision or agency of the state, department, agency or instrumentality of the United States, or any other legal entity.
- L.** Water Service Entrance – That point in the owner’s water system beyond the sanitary control of the water supplier; generally considered to be the outlet end of the water meter or where the water service first enters the building.
- M.** Water Superintendent – The official, or his delegated representative, in charge of the Conway Village Fire District Public Water System who is invested with the authority and responsibility for the implementation of an effective cross-connection control program and for the enforcement of the provisions of this ordinance.
- N.** Water Supplier – The public water supply system.



Appendix B
Conway Village Fire District
A Village District in the Town of Conway, NH
128 West Main Street Conway, NH 03818
Phone: 447-5470; Fax: 447-3271; Web: www.cvillagefd.com
This Institution is an Equal Opportunity Provider



WATER CONNECTION/CHANGE OF USE PERMIT APPLICATION

Property Owner Information:

Name: _____

Mailing Address: _____

Town/State/Zip: _____

Phone Number: _____

Property Information:

Street Address: _____

Map/Parcel Numbers: _____ / _____

Type of Project: (please check one)

New Construction _____ Existing Structure _____ Change of Use _____

Type of Structure: (please check one)

Residential _____ Commercial _____

Construction Material/Information:

Pipe size: 3/4" _____ 1" _____ 2" _____ 4" _____ 6" _____ Other _____ (please explain in description)

Plastic/CTS _____ Copper _____ Ductile Iron Pipe _____ Other _____ (please explain in description)

Brief Description of Project: _____

*Please indicate if Backflow prevention will be required per Cross-Connection Policy _____

Y/N

Please provide a detailed drawing indicating pipe layout including pertinent locations of intersecting lines, elevation, etc. Use the space below, or attach to application.

Prior to backfill, all construction must be inspected by a Conway Village Fire District certified inspector.

CVFD Inspector signature: _____

Owner/Contractor agrees to abide by general construction and plumbing standards recognized by the Conway Village Fire District which includes, but is not limited to, NHDES Backflow/Cross Connection Protection, BOCA Plumbing Construction Standards, including Pressure Reducing Regulations.

New Constriction only: There is a connection fee of \$1,000.00 per unit that must be paid prior to commencement of any service.

By signing below, the property owner acknowledges that he/she is responsible for any charges incurred at this property in regards to water and that they have received Sections 4 and 5 of Article IV of the District Water Rules and Regulations.

Printed Applicant Name

Applicant Signature

Date

Approved by Superintendent

Superintendent's Signature

Date



Office Use only

Payment of Connection fee collected _____
Amount/Date

Payment type _____

Service commencement Date _____

Meter size/number _____

RF number _____
Commissioner