



TOWN OF WENHAM
Water Department

**Standard Specifications For The Installation Of
Domestic Water Services
2004**

SCOPE:

The purpose of these requirements is to set a standard practice for the installation of water services, informing the owner of necessary details in meeting the Water Department's specifications

The work shall cover the installation of a water service line, from the water main to the discharge side of the water meter, whether it is installed in the owner's dwelling or in a "meter manhole". The property owner shall be solely responsible for insuring that the following procedures and requirements are fulfilled.

GENERAL:

The owner of any property desiring a water service connection to the Town of Wenham Water System, to include subdivisions, shall make application on the attached form and shall agree to pay the following fees upon completion of the installation. A separate application shall be made for each service connection. No new services shall be installed between November 15th and April 15th.

Connection Fee: \$1,000.00 per service

<i>Material:</i>	<i><u>Service Size</u></i>	<i><u>Fee</u></i>
	3/4"	\$300.00
	1"	\$400.00
	1 1/2"	\$700.00
	2"	\$1,000.00

Labor: \$30.00 per hour, per man (\$50.00 per hour after 3pm)

All owners will be billed by the Wenham Water Department after the connection is made.

In addition, any work to be done with-in the street layout shall require a separate "TOWN OF WENHAM STREET OPENING/CURBCUT PERMIT", which is available at the Permitting Office in Town Hall.

The Water Superintendent shall be given at least 72 hours advanced notice of when the work is proposed to be done, and the Water Superintendent shall have full power to determine when the work will be accomplished. No service pipe, before the meter, shall be buried until it has been properly inspected by the Wenham Water Department, nor shall any work be performed without first obtaining approval of the inspector and giving him/her notice on each day that work is to be performed. All work shall be accomplished by experienced personnel and only after proper approval has been given.

The owner or contractor will furnish and install the service pipe from the water main corporation stop to the meter valve. The water main tap shall be done by Wenham Water Department personnel only, and with materials supplied by the Wenham Water Department.

The curb stop and box (supplied by the Wenham Water Department) shall be set approximately at the property boundary. It is the responsibility of the owner to preserve the location of the curb box, as well as maintaining access. This shall include tie measurements and ensuring proper height adjustment when grading is completed.

The owner shall be responsible for his service both above and below ground and shall repair or cause to be repaired, any damage or defect to the service pipe with-in his

property and after the curb-stop. This shall include leaks, frozen pipes, relocation, replacement or any other work required. Damage to water mains, fire hydrants, service lines or other fixtures caused by his operation will be repaired at the owner's expense, who will also be liable for any loss of water not included in the meter reading.

At no time, shall any person turn on or off the water in any water main, fire hydrant or service pipe at the curb-stop without authority from the Wenham Water Department except that fire hydrants may be used by firefighters in the discharge of their official duties.

METERS:

The Wenham Water Department will supply and install all water meters used for the billing of water by the Town of Wenham. No person except authorized employees of the Water Department will be allowed to install, remove or repair any water meter. The location of the meter shall be reasonably accessible for repair or replacement and shall not be installed in an area subject to freezing or other damage. The meter and meter valve shall be properly supported at all times. After the meter has been installed, the homeowner shall be responsible for any unusual damage sustained by the meter. The Town of Wenham retains ownership of the meter and will repair or replace the meter as necessary due to normal wear.

MATERIALS:

Service pipe shall be type "K" soft copper only before the meter, and shall be supplied by the owner. Plastic water pipe is NOT permitted before the water meter. All copper tubing shall be new and unused, free from defects. Minimum size shall be $\frac{3}{4}$ ".

Materials supplied by the water department:

- Tapping Saddle
- Corporation stop
- Curb stop
- Curb box
- Meter valve
- Water meter
- Check valve

CONSTRUCTION DETAILS:

The location of the service pipe shall be determined by the Water Superintendent. Water service lines shall not be installed on private property which does not belong to the owner, without a properly executed utility easement from the owner of said property. Any work done with-in the town street layout shall conform to "Wenham Street Opening Standards", available at the permitting office, Town Hall and be subject to the requirements of the Director of Public Works.

Copper tubing shall be laid in one piece where possible, but if more than one length is required, the joint will be made using compression fittings. No joints will be permitted under the road or before the curb-stop. No other utility shall be laid within three (3) feet horizontally or vertically of the water service. For services lengths greater than three-hundred (300) feet, a meter manhole shall be installed on the owner's property.

Where ledge, rock or unsuitable material is encountered, a six inch layer of sand shall be provided underneath the service pipe. Backfilling over the pipe shall be by hand for a depth of twelve (12) inches, using material free from stones greater than ½ inch. All service pipes shall have a minimum of five (5) feet of cover in all directions when final grading is complete.

No work or open trenches will be allowed on Saturday, Sunday or Holidays under this permit, and no work shall be permitted other than during normal working hours.

Special conditions encountered at the site which may be at variance with the requirements set forth herein shall be referred to the Water Superintendent, who shall determine the methods and operations to be followed.

DEPARTMENT REGULATIONS:

The owner shall exercise this permit subject to all rules and regulations made from time to time by the Wenham Water Commissioners and nothing in this permit shall be construed as authorizing any installation or maintenance thereof except in strict conformance with all Federal, State or Municipal laws, ordinances or regulations.

Approval and acceptance of a water service by the Wenham Water Department does not relieve the owner of liability due to improper or faulty material or installation.

Service may be discontinued at any time for violations of any Federal, State, Municipal or Water Department laws or regulations. Service may also be discontinued immediately and without notice for any action which may endanger the health and/or safety of any individual, organization or party.

It shall be agreed that the Wenham Water Department shall have free and safe access to all premises supplied with water at any reasonable hour for inspection of service, reading and/or repair of the water meter, or for any other reasonable request.

The owner and/or contractor shall be responsible for any and all claims for injuries or damages resulting from his acts or neglects and shall indemnify and save the town and its agents harmless against all suits, claims or liability of every name and nature arising at anytime out of or in consequence of the acts of the owner or contractor in the performance of the work covered by this permit and/or failure to comply with the terms and conditions of this permit whether by itself or its employment of subcontractors.



WATER DEPARTMENT
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APPLICATION FOR WATER SERVICES

STREET/SUBDIVISION: _____

HOUSE NUMBER/LOT: _____

OWNER'S NAME: _____ PHONE: _____

CURRENT ADDRESS: _____

CONTRACTOR: _____ PHONE: _____

DIG SAFE NUMBER: _____

PROPOSED WATER SERVICE SIZE: _____

APPROXIMATE STARING DATE: _____

1. All material and work must conform to The Wenham Water Department "Standard Specifications for the Installation of Domestic Water Services" (2004).
2. The Water Superintendent must be notified prior to any work being performed.

I hereby agree to install and pay for this water service in accordance with the rules and regulations now in force or to be established by the Wenham Water Department. I further agree to indemnify and hold harmless, the Town of Wenham, its employees and its representatives from any claims, damage, liability or expense in any way arising out of said excavation and installation. I have read and understand the "Standard Specifications For the Installation of Domestic Water Services" (2004)

OWNER: _____ DATE: _____