

RESOLUTION AND ORDER OF THE
BOARD OF SELECTMEN
OF THE TOWN OF TROY, VERMONT

ORIGINAL ADOPTION: SEPTEMBER 27, 1984
REVISION: APRIL 9, 2007
REVISION: JUNE 18, 2007
REVISION: APRIL 21, 2007

TOWN OF TROY
TROY, VERMONT

WATER DEPARTMENT
RULES AND REGULATIONS

Effective date ___September 27, 1984___
Amendment #1 _____
Amendment #2 _____

SECTION I DEFINITIONS:

- A. Department - shall mean the Water Department of the Town of Troy, Vermont
- B. Customer - shall mean any individual, firm, company, corporation, association, or group receiving or requesting water service from the Department.

SECTION II. INFORMATION:

- A. Information concerning water services, rates, regulations, or other matters can be secured by calling the Town Clerk's Office, Town of Troy, workdays at 988-2663. On weekends (Saturday, Sunday or holidays and during non-working hours) emergencies should be reported to the Operator's home in Troy, VT.
- B. Inspectors and Meter Readings: Inspections and meter readers will carry appropriate identification and will show same upon request to the property owner or their authorized agent. Imposters should be reported at once by calling 988-2663. See Exhibit 1 for unit calculation information

Current operator: Joe Perier – 802-793-9178, Roland Mayhew – emergency contact – 802-673-4219

- C. Rules and Regulations: The following rules and regulations and all subsequent changes, amendments and additions thereto shall constitute a part of the contract between all water customers (whether persons, corporations, or property owners) and the Department. Every customer using the Department water supply shall be considered as having expressed consent to be bound by these Rules and Regulations.

A copy of these Rules and Regulations shall be available to each customer and can be obtained at the Town Clerk's office by letter, telephone or in person. All customers should read these Rules and Regulations carefully, as failure to know the rules and regulations will not excuse anyone from the consequences of neglect of such Rules and Regulations.

SECTION III. WATER RATES AND CHARGES

- A. Refer to Attachment # 1 "Water Rates and Charges - Current Schedules".
- B. All overdue water bills become a lien upon the real property, (Chapter 129 Uniform Water and Sewer Disconnect VSA-24, Section 1541 through 5151, 1977 No 93).

SECTION IV. BILLS AND BILLING:

- A. Water bills: Billing for service will be prepared at the Office of the Town Clerk

and are payable there.

B. Vacancies: It is the responsibility of the customer or the property owner to notify the Department when vacancies occur. No vacancy credit will be given until notification is received and vacancy credit will be granted only if the premises are vacant for a period of thirty (30) days after notification and vacancy credit will be given only in calendar month segments.

C. Water bills will be rendered in the name of the property owner.

D. Property owners are responsible for the payment of water bills. Property owners are also responsible for notifying the Department office of any changes in mailing addresses and failure to receive a bill does not relieve the property owner of the obligation for payment or for payment of penalties for late payment. In multi-occupant dwellings, each living unit or apartment shall be considered as a separate service for billing purposes.

E. Customers and property owners shall be responsible for all charges occurring for water services until written notice had been received by the Department to discontinue such water service. This notice must be submitted by the property owner or his authorized representative.

After disconnect of service, the hydrant charge shall remain.

Change in ownership of property does not relieve the customer or property owner of any charges accrued for water service until written notice of the change has been received by the Department.

New owners will file with the Department a request in writing for water service.

New owners using water at their premises without proper written applications for water service shall be (1) liable and responsible for all water service provided and used since previous billing period; (2) subject to penalties provided by law for unauthorized use of water and (3) subject to service termination of the Department. All water bills must be paid within 30 days from date of bill. Bills remaining unpaid for 60 days shall subject service to disconnection. Where water service is shut off under these conditions it will not be turned on until payment of all back charges due plus a twenty five dollar (\$25.00) during business hours and thirty seven dollars and fifty cents (\$37.50) outside business hours reconnect fee has been paid. Bills which remain delinquent for 60 days or more will be subject to a 1% interest charge per month.

SECTION V. APPLICATION FOR SERVICE

A. Application for service shall include the following:

1. Location and legal description of the property.
2. Full and accurate statement of the purpose for which the water will be used.
3. Site plans or drawings requested by the Department.

Applications for dairy farms shall include number of animals or birds and the estimated daily consumption in gallons. Applications for apartment building shall include number of living units. Applications for commercial and industrial buildings will be approved only after careful review by the Board and approval of State and Federal agencies as required by law. If the property owner grieves the Boards unit designation, the property owner, at their own expense may convert to metered billing.

Applications for water service outside town limits shall not be accepted.

SECTION VI. INSTALLATION OF SERVICE:

A. ***The cost of installing the service pipe from the distribution main to the curb service stop at the property or street line shall be borne by the Department.*** This service pipe may be installed by either the Department or a private contractor, but the installation must comply with the Department specifications and may not be covered until it is inspected and approved by the Department. After installation and acceptance the service pipe between the distribution main and the curb stop will be the property of the Department and will be maintained by the Department. The pipe between the curb stop and the customer's property shall be installed, owned and maintained by the property owner.

- B. The customer will be responsible for the following charges:
1. Installation costs and material costs
 2. Digging and paving costs
 3. Must obtain and pay for any permits or easements required for digging across roads, highways or property of others.

C. Existing connections to the municipal water system shall remain connected to the water system.

D. If the new water lines pass within 200 feet of a property, that property shall connect to the municipal water system, unless that property has a properly functioning individual source of water. *** Unconnected properties within 500 feet of a municipal fire hydrant shall be assessed the fire hydrant charge.***

SECTION VII. TEMPORARY SERVICE:

A. Contractors, builders, and property owners desiring temporary water service for construction purposes shall make application in writing to the Department and secure approval for this service. The cost of temporary service and the cost of its removal shall be borne by the applicant. The estimated cost of temporary service shall be payable in advance by a deposit at the Department. Upon completion of the use of temporary services an accounting shall be made. If the amount of deposit does not cover the actual costs, the applicant will be billed the additional amount. If the deposit exceeds the actual cost the applicant shall be refunded the difference. These charges are in addition to the charge for use of water which will be billed at the published flat rate.

SECTION VIII

SPRINKLER SYSTEMS:

A. Application for new sprinkler systems must be made by the owner of the property or his authorized agent and will be subject to all provisions and specifications of the Department.

B. The applicant must furnish complete set of drawings showing the location of the premises to be sprinkled together with the proposed location of all valves, pipes, hydrants, tanks, sprinkler heads and other appurtenances. These plans will remain as property of the Department. The applicant further agrees to furnish the Department with drawings showing revisions to piping or appurtenances whenever any revisions are made.

C. The Department expressly reserves the right to determine the necessity for and the advisability of granting any application for special service and the right to determine the size of service pipe which will be granted; depending on the size of street main, availability of pressure, and the nature and capacity of fire protection equipment to be installed.

D. Inspection: All fire services shall be subject to periodic inspections by the Department. The owners of such systems will give the Department inspectors all reasonable facilities for making the inspection and any information concerning such system that they may require. Inspections will be made with as little inconvenience to the owner as possible.

E. Illegal use: when the owners or occupants of any premises are found to be using water from fire supply for other than fire protection purposes, the water will be shut off until the offenders give reasonable assurance to the Board that the offense will not be repeated.

SECTION IX

FIRE HYDRANTS:

A. The Department may install public fire hydrants whenever written request are received from the proper Town authority.

B. Hydrants are the property of the Department. All public fire hydrants and their connections are installed and maintained by the Department, except for clearing away the snow.

C. No person, or persons shall obstruct the access to any fire hydrant by replacing or permitting snow, debris or building material or other obstruction to remain on or about the hydrant which will in any manner interfere with its immediate use.

D. Hydrant Charge - Attachment #1.

SECTION X DEPARTMENT NOT LIABLE FOR ANY DAMAGE CAUSED BY INTERRUPTION OF SERVICE.

A. ***The Department furnishes water, not pressure, and does not guarantee a continuous supply.** No responsibility will be assumed for any damage to any apparatus in any house or buildings due to shutting off water without notice either for:

1. Repairs
2. Pipeline breaks
3. Necessary operations

B. No persons shall be entitled to damages, nor to have any portion of a payment refunded for any stoppage occasioned by accident to any portion of the water works, nor for stoppage for purposes of additions or repairs, nor for non used occasioned by absence or any other reason except as provided in Section IV, Article B covering vacancies.

C. Notice of interruption of service is not required. While it is the intention to give notice, as far as possible, in advance of any work which must be done that will necessitate interruption of the supply, such notice is to be considered a courtesy only, and not a requirement on the part of the Department. In case of a break in a pipeline, water will be shut off without notice. Failure of tenant or property owner to receive notice of interruption of service shall entail no liability on the part of the Department or its employees. ***Property owners should install range boilers, hot water tanks, and all other equipment connected with the water supply system in such a manner that damage will not occur if the water is shut off without notice.**

D. Standard operating procedure will be followed regarding notice of customers for non emergency repairs. See Attachment #2.

SECTION XI UNAUTHORIZED USE OF WATER

A. The Department will prefer charges against any person who shall without proper authorization from the Department.

1. Tap or make any connection with any street main or service or distribution pipe.
2. Open any gate or valve or hydrant connected with said system.
3. In any way or by any device obtain the use of water without authorization.

This shall include operation of curb valves by repairmen and plumbers for any purpose.

4. Transport water from the property of the existing service. The Department may issue permits allowing persons to haul water to properties not on the existing water system. Application to the Department shall include estimated daily consumption. Charges for these services shall be at the discretion of the Department.

B. Resale of water: No consumer will, except with the written consent of the Department, be allowed to furnish to other persons or property the Departments' water or to allow such persons to take it themselves. Violations of this regulation may cause the supply to be shut off and water charge already paid be forfeited.

C. Water must not be allowed to run through any faucets or fixtures to prevent freezing or kept running for any longer that necessary for its proper use. The Department is required to restrain and prevent any and all waste of water and to that end may, when necessary, turn of the water or take such other action as, in its judgment, appears proper.

D. Rights to make Inspections: Inspectors of the Department or persons so

authorized by the Department must have free access at all reasonable hours to all parts of every building for the purpose of inspection, removing or replacing meters, examining fixtures and observing the manner in which water is used.

E. Request to turn off water: After service has been shut off because of customer's failure to abide by any of these regulations, it shall not be turned on until a written request for service has been submitted to and approved by the Department.

SECTION XII DEVELOPMENTS:

A. Any realtor, developer, contractor or builder or any person or group of persons who wish to supply a subdivision or development either within or outside the water service area shall make a written application to the Board, and will supply the Board with detailed drawings of the proposed subdivision, development of any building larger than a one family dwelling, showing in detail all piping, appliances, manufacturing processes, machines that are to be connected to the water service, including boilers (both high and low pressure).

B. All development, subdivision or multi-building piping shall be built to specifications of Department, if applicable, the Vermont Health Department, Vermont Department of Water Resources, Environmental Protection Agency and any other State or Federal agencies having jurisdiction of same. The Department's Engineer may review such designs as directed by the Department.

C. Developments and subdivisions which construct water distribution, service piping and hydrants to specifications of the Department and agencies mentioned above in Paragraph B may upon the approval of the Department, be accepted as a part of the Department's system from date of acceptance and thereafter.

D. At the discretion of the Board, water may be sold to a development through metered sales to a Water District or Fire District, thereby taking no responsibility for owning or maintaining any piping, valves, etc. of said customers or districts.

E. The Department shall at no time jeopardize its current customers by authorizing more new water services than it can supply.

SECTION XIII PENALTY FOR VIOLATIONS OF RULES:

A. If the owner, agent, lessee, tenant or person in charge of any premises shall violate the rules and regulations of the Department and shall fail to remove any violations or comply with any written order of said Department within thirty (30) days after such order shall have been sent by First class mail to the last known address of such person, they will be liable to loss of service at the discretion of the Department.

B. If water service is discontinued, it shall not be resumed until the rules or regulations violated have been complied with to the satisfaction of the Department and a fee of \$25.00 (twenty-five dollars) paid to the Department office for the service of turning water off and \$25.00 fee for turning water on. A fee of \$37.50 will be charged for disconnection and reconnection services for services outside normal business hours.

C. The Board reserves the right to make such amendments to these rules and regulations that appear in their judgment to be necessary for the efficient operations of the Department water supply system.

Dated at Troy, Vermont this
27th day of September 1984

/s/ Jack E. Starr Sr.
/s/ Gaylord Gallop
/s/ Edeas Couture
Board of Water Commissioners
Town of Troy
Troy, Vermont

TROY WATER DEPARTMENT
TROY, VERMONT

CONSTRUCTION SPECIFICATIONS

October, 1983

Pipe: Double Cement lined Ductile Iron Pipe A.W.W.A. Class 52. Minimum Diameter 8-inch.

Pipe Joints: Push on with Rubber Gasket or mechanical. Polyethylene Encasement when ordered. 6-foot

minimum Bury Depth or Class 200, DR14, A.W.W.A. C900 PVC Water Pipe. All service connections on PVC pipe shall be with saddle.

Gate Valves: Open Left, Mechanical Joint Ends, Ductile Iron (DI) Body, parallel brass seats, non-rising stems, inside screw, resilient wedge, construction with three (3) "O" Ring Stem Seals. American Flow Control, Kennedy or approved equal. A.W.W.A. C 515. Wall thickness shall meet or exceed the requirements of AWWA C 153. Valve body shall be fusion bonded epoxy coated inside and out per A.W.W.A. C 550.

Valve Boxes: For all buried Valves. 5 ¼-inch diameter. To finished grade; cover marked "Water" with direction arrow for opening.

Hydrants: American Darling B-62-B, A.W.W.A. approved. 150 psi working pressures, self draining. Drain plugs shall be sealed in high ground water areas. Threads shall be National Standard Hose Threads.

Blow Offs/Air Releases: To be provided as required by good design practice.

Services: Type K copper from main to residence, 3/4 -inch minimum diameter; Minimum 5 foot burial and 6-foot under driveways or roads, Services over 500-ft. long shall be 2-inch diameter minimum.

Trenching: Installation shall be done in accordance with A.W.W.A. C600. Contractor to use proper equipment and follow proper safety regulation. In rock/ledge areas, the rock shall be removed to a depth 6-inch below the bottom of installed pipe. Backfill shall be excavated material from the trench, if possible, and shall be free of roots, stumps, and frost. Backfill shall be placed in 6-inch layers and each layer thoroughly compacted to 95% Proctor Density. At all times the pipe shall be protected from damage.

Thrust Blocks or Mechanical Joint Restraint: Shall be provided for all bends deflecting 11 ¼ degrees or more. The required area for thrust block must meet acceptable design standards.

Field Testing: Field installed joint restraint can be used instead of thrust blocks: Acceptable manufacturers are Megaling Series 1100 by EBAA Iron Susbs, Inc. or Sigma Uni-Lk. All pipelines, including services, shall be tested in accordance with A.W.W.A. C600, Section 13. Testing shall be done in the presence of a Water department representative.

Disinfections: Chlorination of the water line and appurtenances performed in accordance with A.W.W.A. C-601 and in the presence of a Water Department representative.

Note: These specifications are subject to changes in the A.W.W.A. Specifications as they occur. the most recent A.W.W. A. specifications apply.

TOWN OF TROY
TROY, VERMONT

ATTACHMENT # 1 - REVISION

WATER RATES AND CHARGES
CURRENT SCHEDULES

The following are changes to the water rates and charges effective

- I. The rate structure shall be based upon a system of Equivalent Users.
- A. Those that use the system, i.e. receive a water service, shall pay for the entire cost of the Water System.
- B. A minimum base charge equal to a single user cost shall be charged to all connected users.

- II. Equivalent User Summary:
A. Equivalent User Listing:

<u>Equivalent User</u>	<u>Description of User</u>
1.0 residence	Single home, apartment, trailer, and single
1.0 general store	2 bay or less service station, grocery store,
1.0	Masonic Hall
2.0	Fire Department
2.0	Parish Hall
3.0	Slaughter House
10.0	Junction 101 Restaurant
1 Unit per 12 ties	Farms -

Current Charge: \$280.00 = 1.0 Equivalent User Yearly Charge

Charges to be billed: Quarterly

B. Hydrant Charge:

1. Public fire hydrants are installed for the sole purpose of fire protection and, with Exception of the members of the Fire Department operating the same for the legitimate purpose of extinguishing fires or conducting a bonafide fire drill or practice, no other use of hydrants shall be made without the written consent of the Department.

2. Properties within the water service area shall be considered served by a fire hydrant if that property is 500 feet or less from the hydrant. All such properties shall be charged a hydrant charge.

a. Connected users to the water system have their hydrant charge included in their regular water bill.

b. Non-connected users shall be charged a hydrant charge of 50% X their equivalent user rating per hydrant up to a maximum of 2 hydrants.

3. Hydrant Charges:

a. Industry 2.0 X water bill of 1.0 Equivalent User

b. Telephone Company: 0.5 X Water Bill of 1.0 Equivalent User.

c. Others as appropriate

d. Vacant Structures disconnected from the water system shall be assessed a hydrant charge.

4. Sprinkler System Charges:

a. \$60.00 per year per installation.

III. Disconnect Fee: \$25.00 each disconnect, \$37.50 outside business hours rates

IV. Reconnect Fee \$25.00 each reconnect, \$37.50 outside business hours rates

V. Seasonal on/off Fee \$35.00 for one on/off service

VI. Hook-on Fee

A one time hook on fee for new connections shall be \$1000.00 (one thousand dollars) for all residential connections, \$1500.00 (one thousand five hundred dollars) for commercial/industry connection.

VII. Swimming Pool Initial Filling Fee:

A. \$100.00 for first 10,000 gallons

B. \$250.00 for pools over 10,000 gallons

VIII Annual swimming pool fee

A. \$25.00 dollars

VIII. Temporary Connection Fee: \$1000.00 (one thousand dollars)

X. For those who have chosen to install a water meter - usage will be billed at 0.004 cents per gallon – this is inclusive of the base charge.

ADOPTION - April 9, 2007

Board of Selectmen

/s/ Roland Mayhew

/s/ Robert Guyette

/s/ Paul Barrenger

ADOPTED - JUNE 18, 2007

Board of Selectmen

/s/ Roland Mayhew

/s/ Robert Guyette

/s/ Paul Barrenger

ADOPTED – April 21, 2008

/s/ Paul Barrenger

/s/ Roland Mayhew

/s/ Nathan Deslandes