

## **Select Board Regulation 4**

### **Stratford Public Water System Regulations**

#### **SB4,1 Authority**

Pursuant to RSA 38:26-31, public water service fees shall be incurred by every lot which is served by the Town's public water system.

#### **SB4,2 Definitions**

- \_1 Board is the Town of Stratford Select Board.
- \_2 Department is the Stratford Water Department.
- \_3 Lot is a parcel of land defined by metes and bounds and registered by the Coös County Registry of Deeds.
- \_4 Lot Owner is any individual or group holding title to a Lot and consequently holding responsibility for any related water meter accounts.
- \_5 Main is the primary distribution pipeline to which service connections are made.
- \_6 Service Line is the pipe from the Main to and including the approved backflow valve required to connect any distribution point.
- \_7 System is the Stratford Public Water System.
- \_8 Town is the Town of Stratford.
- \_9 User is any individual or group having direct or indirect responsibility for a water meter account.

#### **SB4,3 Scope**

- \_1 These regulations apply to all properties connected to the System.
- \_2 The Board is authorized to enforce, modify, suspend, or repeal the provisions of any regulation herein. The sections of these regulations and the parts thereof are severable.

#### **SB4,4 System Connection Requirements**

- \_1 Applications for a Service Line connection to the System shall be made in writing to the Board office.
  - .1 A connection application fee of \$250.00 must be submitted with the application.
  - .2 Applications shall constitute permission from the Lot Owners authorizing Town personnel to enter the premises to perform necessary inspection, installation, and maintenance work.
- \_2 Installation of a Service Line shall be by a Department approved installer under the supervision of the Department. No person, unless authorized by the Board and Department, shall be permitted to make any connection to the System.

- .1 All costs, expenses, and risks incidental to the installation of a Service Line shall be borne by the Lot Owners to be served. Thereafter Lot Owners shall be responsible for the maintenance and repair of the Service Line downstream from the curb stop except as provided in SB4,5\_5.
- .2 Lot Owners and Users shall indemnify the Town from any loss or damage that may directly or indirectly be occasioned by the installation, maintenance, or operation of a Service Line or the System. No Lot Owner or User shall be entitled to damages, nor have any portion of a payment refunded for any stoppage of supply to any portion of the System, nor for any stoppage for purposes of repairs or additions, and the Department shall have the right to shut off water temporarily to make repairs or additions.
- .3 A lot shall be served via a single connection to the Main.
- .4 Connections shall conform to the National Plumbing Code. No Service Line shall use any lead components.
- .5 No Service Line shall be laid in the same trench with other pipes or lines not related to the Service Line.
- .6 The Service Line shall be buried a minimum of 4 feet.
- .7 All Service Line connections shall be equipped with an approved backflow valve immediately downstream of the water meter. Any Service Line not so equipped shall conform with this requirement when renewed, replaced or repaired.
- .8 Construction standards for Service Lines and related equipment shall be available from the Department.

#### **SB4,5 Maintenance Responsibility**

- \_1 The Lot Owner shall notify the Department of any maintenance of a Service Line connected to the System. The Department shall observe all work during installation or maintenance of any Service Line.
- \_2 The Town assumes no responsibility for any damages or expenses associated with any Service Line.
- \_3 No Lot Owner shall cause any work to be performed on the System or connection thereto without notification to, and approval by, the Department.

#### **SB4,6 Metered Service**

- \_1 As a condition of municipal water service, all service lines shall include a Department supplied water meter.
- \_2 Properties connected to the System shall, by appointment, provide the Department access during normal business hours to all parts of the Service Line.
- \_3 All meters shall be placed, whenever possible, on the interior side of the point of entry into a building. The Lot Owner shall provide and maintain a clean, dry and warm space for service

and inspection. No change shall be made to the original placement of meters except at the expense of the Lot Owner, with the attendant work to be done by the Department or under the supervision of the Department.

\_4 When a suitable interior location for a meter is not available, the Department shall locate the meter in an underground vault, and the property owners shall be charged for the cost of construction and materials.

\_5 Meters shall be tested upon Lot Owner request. If when tested, a meter is correct to 3% plus or minus, the test cost plus 15% shall be charged to the Lot Owner. If the test result exceeds 3% plus or minus the Town shall bear the cost.

\_6 All meters shall be sealed by the Town.

\_7 If a meter freezes or is otherwise damaged due to Lot Owner or third party negligence, the cost of repairs plus 15% shall be charged to the Lot Owner.

\_8 No meter shall be installed where a connected hot water tank is not equipped with a pressure relief valve.

\_9 The Town shall not permit lead piping for transporting water. No meter will be installed on any service utilizing lead piping.

\_10 If a property has more than one water meter, the Board may require a master meter.

#### **SB4,7 Water System Fees**

shall consist of a service fee plus a load fee based on the metered water consumption.

\_1 The service fee shall be assessed on each active Stratford System User account. This fee shall be \$160.00 per year. Partial years shall be prorated.

\_2 The load fee shall be based on metered water use and shall be calculated and billed according to a load rate formula applied to each water meter equally.

.1  $\text{Load\_fee} = \text{metered\_gal}^{\$x} - \text{metered\_gal}$ , (where \$x shall be greater than 1).

\_3 Thus the total fee = service\_fee + load\_fee.

\_4 If a Lot Owner has allowed or caused inaccurate or no water meter readings, a fee of \$500.00 shall be assessed per residential unit equivalent for unmetered System load; any repair costs plus 15% shall be assessed in addition. Continued Lot Owner allowed or caused meter problems shall be a basis for discontinuance of service. The Town assumes no responsibility for Lot Owner or third party caused meter inaccuracies or meter reading problems.

\_5 There will a service charge of \$25.00 for turning water on and for turning water off. A 48-hour written notice is required from the property owners to the Town before turning water on or off except in emergencies. If personnel are called out to turn water on or off outside normal business hours, actual personnel time will be charged at the rate of \$50.00 per hour.

\_6 The Board shall, from time to time, adjust water System fees as necessary to meet the cost of operating and maintaining the System.

.1 The Board shall not set these fees such that together they regularly exceed the reasonable actual system operating and maintenance costs nor shall any System revenue be diverted from paying System costs.

.2 The Board shall provide warning of any increase or decrease in any System fee, and shall notify each User of the current rate in conjunction with the regular bill.

#### **SB4,8 Discontinuance of service**

\_1 Service may be discontinued following any failure to conform to this ordinance. Services once discontinued shall not be restored until any failures to conform shall have been corrected.

\_2 Pursuant to RSA 38:31 written notice of intention to discontinue service shall be sent by regular mail to the Lot Owner and any associated Users at least 7 days prior to discontinuing.

#### **SB4,9 Billing and Liens**

\_1 Assessments and fees shall be committed under Board warrant to the Tax Collector requiring said collector to collect them under the same rights and remedies and subject to the same liabilities in relation thereto as in the collection of taxes. (RSA 149-I:7)

\_2 As provided in RSA 38:22, all System fees shall, until fully discharged, create a lien upon the lot to which the services were furnished and incur the same collection procedures as authorized by RSA 38:22. Interest on overdue charges shall be assessed in accordance with RSA 76:13. (RSA 149-I:11)

#### **SB4,10 Appeal**

\_1 The Board shall have the authority to abate, reduce, or forgive any System fee legally due the Town. The Board may only consider such requests for a period of 12 months following a bill due date.

\_2 Submission of an appeal does not exempt a Lot Owner or User from paying assessed fees when due. Should a Lot Owner or User fail to pay such fees, the fee will be considered delinquent and the Town shall utilize the same liens and use the same collection procedures as authorized by RSA 38:22. Interest on overdue charges shall be assessed in accordance with RSA 76:13. (RSA 149-I:11)

\_3 If the Board finds accrued fees to be inequitable, it shall adjust fees accordingly; overpayment shall be treated as prepayment, underpayments shall fall due 5 working days after the final decision of the Board regarding the appeal.

#### **SB4,11 Water Main extensions: Policy and Procedures**

\_1 Any extension of the System shall be made only with the Board's authorization and supervision.

**SB4,12 Financial Management System**

The Town shall keep a separate financial account for the System.

**SB4,13 Waivers**

1 Upon petition, the Board may grant a waiver of any requirement of this ordinance.

2 The Board shall grant waivers only in consideration of the Town's best interest, the welfare of residents and visitors, and property owner hardship. Waivers shall not be arbitrary, capricious, or unlawful.

**SB4,14 Amendment**

The Board may amend any section of this ordinance for any reason deemed necessary by the Board subject to NH Env-Dw 100.

**SB4,15 Effective Date**

This ordinance and subsequent amendments shall become effective upon signature by the Board.

**Adopted:**

1996, March 12

**Revised:**

2005, March 28

2013, July 29

2014, September 22

2025, September 22