

# **WEST NEWBURY WATER DEPARTMENT**

## **STANDARD SPECIFICATIONS FOR WATER SERVICE INSTALLATION**

**BOARD OF WATER COMMISSIONERS  
381 MAIN STREET  
WEST NEWBURY, MA 01985  
(978) 363-1100 EXTENSION #127**

**Revision Date: January, 2015**

## **WATER SERVICE SPECIFICATIONS – WEST NEWBURY WATER DEPARTMENT**

### **SECTION 1.           RESPONSIBILITY OF THE PROPERTY OWNER:**

The Property Owner shall be responsible for insuring that the following procedures and specifications are met. Unless otherwise approved in writing by the Water Department, these procedures and specifications must be complied with as a condition for attachment to the Town's Water Distribution System. All charges resulting from the installation of a water service will be the responsibility of the Property Owner, and shall be paid prior to the water being turned on.

### **SECTION II.           APPLICATION FOR SERVICE CONNECTION:**

Prior to beginning any service work, an application shall be obtained from the Water Department. A valid approved site plan is required, showing all the following utilities and any others that may be on the site.

- Water line installation
- Septic System
- Septic System reserve field
- Driveway cut
- Electrical Lines
- Gas Lines
- Drainage Lines
- Telephone and Cable Lines

Call the Water Department at (978) 363-1100 extension #127 for permit charge. Applications have to be taken out by November 15<sup>th</sup> of each year, and completion of work is to be completed by November 30<sup>th</sup>. "Completion of Work" means that the installation of the water service from the water main to the customers curb stop has to be installed by November 30<sup>th</sup>. There will be an additional charge for any work done beyond this time frame, and only at the discretion of the Water Department. Turn on time for water installation is determined by elimination of frost in the ground in the spring.

Application forms can be picked up at the Water Department office. An application is required for each building service.

### **SECTION III. APPROVED SERVICE MATERIAL SPECIFICATIONS:**

All material used in water service installations, shall meet appropriate A.W.W.A. and Water Department specifications. When an item can be shown to be of equivalent quality to the suggested material, the Water Department based on their evaluation, may approve a substitution. Compression type fittings are preferred although flair type may be accepted upon approval of the Department. The size of all pipe and related material will be as required by the Water Department.

Each single family residence, duplex, condominium and town house is required to have its own water service line and water meter. The domestic service line must be tapped separately from the water main, unless otherwise approved by the Water Superintendent.

1. Pipe for Water Service shall be type "K" soft temper copper tubing. All copper tubing must be stamped to show type. Minimum service is 1", but larger service may be required, based on anticipated water demand, elevation of building or length of service.
2. If the water service is over 150' from the water main, then a meter pit is required to be installed. At this point you would be allowed to install 1" (or >) type "K" copper tubing or 1" (or >) CTS (Copper Tubing Size) Polyethylene Tubing that is rated at 200 psi or greater. This tubing must be connected with stainless steel stiffeners. **The service line from the water main to the curb stop must be 1" (or >) type "K" copper tubing.**
3. If the water service is less than 150', 1" (or >) type "K" copper tubing is required.
4. Curb stop shall be Ford type - Compression – Packed Joint

Part number FG244-444SW-NL (No Lead)

5. Corporation stop shall be Ford type – Compression – Packed Joint Part Number FAFB1000-4-NL (No Lead) used in conjunction with a service saddle or direct tap.
6. Three part union shall be Ford type - Compression – Packed Part Number FJC44-44-NL (No Lead)
7. All necessary fittings shall be Ford – Compression approved by the Water Department. The water meter will be supplied and installed by the Water Department. For new installations, the home owner will be charged for parts and labor including the meter. There is no charge for replacement meters. There is a replacement charge if the meter was frozen or if foul play was involved.
8. Residential meters shall be Badger M-25 with remote readers.
9. It shall be the responsibility of all customers to ensure that meters on service connections shall, at all times, be readily accessible to the Water Department personnel. Water Department personnel shall be allowed access to the premises of the water customer for the purpose of installing new meters, reading meters, inspecting or examining pipes, fixtures or attachments used by the owner, tenant or occupant. **If access is denied, a shutoff notice will be sent to the customer by certified mail.** If the customer has not contacted the department within fourteen days of delivery, a final shutoff notice will be dropped off at the residence and the customer will have seven days from the date of the final notice to respond. At that time department personnel will be forced to shut off the water service and it will not be turned on until department personnel have been allowed to inspect the premises and all expenses for shutting off and turning on the water are paid.
10. Curb box shall be McDonald type - #5607, 1" upper section for use with ½" to 1" curb stops, 5' bury with stationary rod, or equivalent quality approved by the Water Department.
11. Inside ball valve shall be installed by and supplied by the Water Department.
12. Fire Hydrant shall be American Darling type B-62-B or Kennedy type K-81D, 5 ½' bury with a 5 ½" barrel, (3-way) (2)-2 ½", (1)-4 ½", with 6" – Mechanical Joint Base and it must **open clockwise (right)**. Installation of a hydrant must include a gate valve for isolation.
13. Water Main pipe shall be Ductile Cement Lined Iron type – Class 52. No water main can be installed under the road unless otherwise approved by Water Department Personnel.

14. Street valves must be AWWA approved and must **open counter-clockwise (left)**.
15. Thrust blocks must be placed at all critical points. Example: Hydrants, bends, dead ends etc... Materials can be concrete barrel blocks, granite stones, granite or concrete curb cuttings or poured concrete in place. If poured concrete is used it cannot cover any joints, clamps, nuts, bolts etc... All work must be inspected by Water Department Personnel before being buried.

#### **SECTION IV.        CONSTRUCTION DETAILS:**

1. **DEPTH OF COVER** for all water service lines and connections shall be a minimum of 5' in all directions. Water service lines must be run in a separate trench at least 5' away from drain lines, electric lines, telephone lines, and gas lines. Sewer lines must be run 10' away unless otherwise approved by the Board of Water Commissioners.
2. **BACKFILLING TRENCHES** around water lines shall be by hand for a depth of one foot using material free of stones, frozen earth, tree limbs, etc. Water lines shall be bedded in material approved by the Water Department. Backfilling from one foot above the Water Service to finish grade shall be done in one-foot layers and thoroughly compacted. No large stones, frozen material or large diameter material may be used in back filling trenches.
3. **SETTING CURB BOXES:** The water service from the water main to the curb **stop** is the full responsibility of the Water Department. Repair of the curb **box** and the water line to the house is the customer's responsibility. All curb boxes shall be set to the finish ground grade and shall be backfilled by hand with fine material and compacted thoroughly. It is the responsibility of the Property Owner to preserve the top of the curb box at the surface of the ground.
4. **LOCATION OF SERVICE PIPE:** The service pipe shall come off the water main at a 10 o'clock or 2 o'clock angle and run directly to the curb stop and to the building unless otherwise approved in advance by the Water Department.

5. **METER PITS:** If the distance from the water main to the meter is in excess of 150 feet, the Water Department requires the Property Owner, to install a meter pit near the town right-of-way. This pit must be of a type that is easily entered with room to read, remove and replace the meter. Provisions must be made to prevent meter freeze-up and the pit must be dry at all times. See, Section III for more details.
6. **ELECTRICAL GROUND:** The Water service may be used as an electrical ground if the service is copper or iron. It cannot be used as a ground if the water service material is plastic.
7. **WATER SERVICE DISCONTINUED:** If the customer wants to discontinue the water service from the town, then it is required that the customer shall hire a contractor to cut and cap the service line at the curb-stop on the homeowners side. Water Department personnel needs to inspect before the excavation area can be filled back in.

## **SECTION V.            SUBDIVISION CONDITIONS**

1. Separate application must be filed with the Board of Water Commissioners prior to plan approvals by the Planning Board for all sub-divisions that will connect to existing water mains. Proposed plans, including detail sheets, need to be supplied to the Water Department for their approval prior to Planning Board approvals.
2. Upon completion of project, and at the expense of the subdivide, an “as built” plan must be provided that shows locations of all water lines, valves, curb boxes etc... All ties need to be tied to permanent benchmarks.
3. **TESTING:** All transmission main, or any valve section thereof, shall be subjected to a hydrostatic pressure of at least 1.5 times the working static pressure at the point of testing. This pressure test shall be conducted in accordance with the guidelines established by AWWA standard specification C-600, latest edition. The test shall be conducted for, at least, a minimum of two (2) hours, and the pressure shall not vary more than five (5) psi. All testing shall be done under the direct supervision of the Water Department Superintendent or his designee.

4. All work pertaining to installation of water service, must be done under the supervision of the Water Department personnel.
5. All materials used for water service must be approved by the Water Department prior to installation. A certificate of conformance must be filed listing all materials, their place of purchase, quality, trade name, and AWWA standard if applicable.

### **IRRIGATION SYSTEMS**

**As of August 21, 2003, Irrigation systems are no longer allowed to be installed in the Town of West Newbury unless you qualify for the Exceptions in the XXXV IN-GROUND IRRIGATION SYSTEMS BY-LAW.**

1. If you are repairing any plumbing tied to the automatic sprinkler system, and it is tied into the municipal water system, you must have a certified plumber pull a permit at the Building Inspector's office. A certified plumber must install a backflow protector, and then the Town Plumbing Inspector will inspect the installation.
2. Each sprinkler system will be viewed individually. Some systems only need to have a pressure vacuum breaker for cross connection protection. At times, other systems may need more sophisticated cross connection protection.
3. Remember, it is against the law to install a sprinkler system to the Municipal water supply after August 21, 2003.
4. If the Municipal water supply had a drop in pressure, such as a water main break, and your sprinkler system was installed without the proper cross connection protection, then your groundwater from the lawn could back

siphon in the Municipal water supply. This could pull in fertilizers, chemicals, water and soil borne diseases, and could make residents very sick or even cause death.

5. Town By-law requires that rain sensors be installed on sprinkler systems. This way the irrigation system will not waste water during rainy periods, or if there is too much moisture in the soil.
6. If you have an automatic sprinkler system, make sure the timer or controller is set to water each landscape zone efficiently. Program the controller to operate according to the watering needs of your lawn or garden.
7. Please do the job right the first time. Protect our valuable water supply.

### **RAIN SENSOR BYLAW**

- A. Existing sprinkler system's connected to the municipal water supply in the Town of West Newbury that pre-date August 21, 2003 shall be equipped with a rain sensor device, approved by the Board of Water Commissioners, so that excessive watering will be automatically prevented during rain storms.
- B. Any service or repair to an existing lawn sprinkler system shall include the installation of an approved rain sensor device, if the same is not already installed and in good working condition.
- C. The Board of Water Commissioners shall maintain a list, available to the public, of approved rain sensor devices.
- D. The Rain Sensor Bylaw may be enforced using non-criminal disposition pursuant to the Non-Criminal disposition Bylaw. The enforcing persons shall be the Board of Water Commissioners, its duly appointed agents, and employees in addition to Police Officers.

The non-criminal penalties for violations of the Bylaw shall be:

First Offense	Warning
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381 Main Street  
West Newbury, MA. 01985 E  
(978) 363-1100 ext. #127  
E-mail – [wnwater@town.west-newbury.ma.us](mailto:wnwater@town.west-newbury.ma.us)  
& [mgootee@town.west-newbury.ma.us](mailto:mgootee@town.west-newbury.ma.us)

Service # \_\_\_\_\_  
Application # \_\_\_\_\_  
Date Paid # \_\_\_\_\_  
Expiration Date # \_\_\_\_\_  
Fiscal Year \_\_\_\_\_

A. Property Location: \_\_\_\_\_

B. Property Owner: (Name): \_\_\_\_\_  
(Street): \_\_\_\_\_  
(Phone) \_\_\_\_\_ (Town): \_\_\_\_\_

C. \$\_\_\_\_\_ System Development charge payable upon completion of this application.

D. Date applicant requests work to be done: \_\_\_\_\_

E. Work to be performed by: ( ) Water Department ( ) Other  
Contractor: \_\_\_\_\_  
Address: \_\_\_\_\_

F. Materials to be supplied by: ( ) Water Department ( ) Other  
Name: \_\_\_\_\_  
Address: \_\_\_\_\_

**THE UNDERSIGNED HERewith AGREES TO THE FOLLOWING TERMS:**

1. The property owner is responsible for all costs incurred during the installation, including the water meter.
2. All materials shall comply with the specifications designed by the Board of Water Commissioners.
3. All excavation, pipe layout, trench work, and backfill shall be in compliance with Water Department specifications and regulations and shall be supervised and inspected by the Superintendent of the Water Department. If the work is performed by other than the Water Department, the Superintendent will charge the owner for supervision and inspection, an hourly rate established by the Board of Water Commissioners.
4. All water connections shall be metered and the owner shall pay for water usage at the rates and terms established by the Board of Water Commissioners and the owner/tenant shall abide by whatever regulations the Board of Water Commissioners deem necessary.
5. For water used prior to installation of meter, the owner shall pay for water used during construction at a weekly rate as established by the Board of Water Commissioners.

In accordance with Water Department regulations, this application must be signed by the property owner in that the payment of costs incurred are the responsibility of said owner.

SIGNED: \_\_\_\_\_ DATE: \_\_\_\_\_  
 ^^^NO REFUNDS^^^ PLANS SUBMITTED: \_\_\_\_\_