

# **THE TOWN OF WOODSTOCK**

## **RULES & REGULATIONS FOR THE MUNICIPAL WATER SYSTEM AND WATER CONNECTION FEE SCHEDULE**

### **DEFINITIONS**

“TOWN” refers to the Town of Woodstock.

“CUSTOMER” shall be taken to mean any person, firm, corporation, government or governmental division supplied with water.

“MAIN PIPE” is the supply pipe from which service connections are made to supply water to customers.

“SERVICE PIPE” is the pipe running from the main pipe to the premises of the customer.

### **APPLICATIONS FOR SERVICE**

Applications for service are to be made in writing to the Board of Selectmen on forms, which will be provided by the Town. Either the owner or the occupant of the premises may make such application.

If the rendering of service requires a new service connection, and the occupant of the premises makes the application, the applicant must present to the Town a permit in writing from the owner of the premises authorizing the Town to enter the premises to do the necessary work.

A connection fee based on a point system must accompany all applications. The Selectmen shall have the option of making an additional charge if necessary.

All water service will be metered.

Water pipe from curb stop to meter location to be provided at owner's expense. Pipe to be of Type K copper or other approved material and have a minimum cover of six and one half feet (6 ½). Cost of services above ¾ inch will be quoted on application.

### **OWNERSHIP & MAINTENANCE OF SERVICE PIPE**

All service pipes, including the shut off, within the limits of the highway, shall be owned and maintained by the Town. From the limits of the highway to the building the service pipe shall be installed, owned and maintained by the customer.

No person except those duly authorized by the Town will tap any mains or connect any service pipe thereto and no unauthorized person shall shut off or turn on the water from any main within the street lines.

If it becomes necessary to thaw a frozen service pipe, and it is determined that the freeze-up occurred on the owner's premises, the cost of the thawing shall be borne by the owner.

### **JOINT USE OF SERVICE PIPE TRENCH**

Water service pipes shall not be placed in the same trench with gas pipes, electric conduits, or sewer pipes.

### **WINTER CONSTRUCTION**

Except in case of emergency, no new service pipes or extension of main pipes 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 expense over ordinary construction cost for such emergency work.

### **TEMPORARY SERVICE**

When permission to open a street cannot be obtained or when for any physical reason it is impracticable to make excavation and provide independent service, water may be furnished temporarily from an adjacent service if deemed advisable by the Town, and the owner gives his permission, but entirely at the expense of the customer.

### **METER INSTALLATION**

The water meter shall be located near the entrance point of the building. The customer shall provide and maintain a clean, dry, warm and accessible place for the meter. A separate meter will be required for each deeded unit or property.

### **METER SETTING**

- A. The meters shall be of the make and model specified by the town and shall be equipped with a dual check valve.
- B. Meters once set may be changed in location at the request of the customer, only at his expense, and only an agent of the Town may do the work.
- C. When the customer fails or neglects to furnish a suitable location for a meter inside his building, or where for other reasons it is necessary or expedient to locate the meter in an underground box or vault, the customer shall bear the expense of same.

- D. Meter repairs or replacements necessitated by ordinary wear will be paid for by the Town. Those caused by freezing, hot water or by other fault of the customer will be charged to the customer.
- E. Upon completion of installation or adjustment the Town shall affix a suitable seal thereto in such a manner that the adjustment of registration of the meter cannot be tampered with without breaking the seal. Disruption of the seal shall be cause for discontinuance of service and/or penalty of not more than \$500.00.

### **FAILURE TO REGISTER**

If a meter fails to register or if it is removed for the purpose of making repairs, the Town will make charges for the water used based on an average of the amount registered over similar periods, preceding or subsequent thereto.

### **ACCESS TO PREMISES**

The officer or agents of the Town shall have free access to all premises supplied with water, at all reasonable hours, to permit the inspection of mains, service lines, plumbing and fixtures, to set, remove or read meters, to ascertain the amount of water used, and manner of use, and to enforce terms and conditions of the Town.

**IF ACCESS IS DENIED FOR ANY PURPOSE THERE WILL BE A CHARGE OF NOT LESS THAN \$500.00 PER YEAR, AND WATER SERVICE MAY BE TERMINATED!**

### **MAINTENANCE OF PLUMBING**

All customers shall maintain the plumbing and fixtures within their own premises in good repair and protected from freezing, at their own expense. They shall make any repairs that may be necessary to prevent leaks and damage.

No cross-connections between the public water supply system and any non-potable supply will be allowed unless properly protected.

No connection capable of causing backflow between the public water supply system and any plumbing fixture, device or appliance or between any waste outlet or pipe having direct connection to waste drains shall be permitted.

If after twenty-four (24) hours written notice by the Town, the owner of an illegal connection fails or refuses to break or properly protect the connection, the Town shall discontinue service.

### **SAFEGUARDING USE OF HOT WATER TANKS:**

All customers having direct pressure hot water tanks must place proper vacuum and relief valves in the pipe system to prevent any damage to such tanks should it become necessary to shut off

the water on the street mains. The Town will not supply water to premises where direct water pressure hot water tanks or appliances are used except at the risk of the customer.

### **MAIN LINE EXTENSIONS:**

Extensions of service mains may be made subject to the following conditions.

- A. The Town may extend its mains only in the highways, streets and roads which are laid out, in which grades have been established and which are dedicated to the public use and have been accepted and approved by the Board of Selectmen and/or the Planning Board
- B. The Town in accordance with conditions surrounding the extension, including the possibility of future expansion and public fire protection shall determine the size and kind of pipe.
- C. The Town may extend its main if a sufficient amount of water is available for the intended use provided.

The customer or developer pays the entire cost of laying the water main, service line; curb stops, meters, including cost of engineering, pipe, trenching, back-filling and paving.

- D. The cost of main line extensions must be paid in full before service is make available.
- E. If there is more than one applicant involved on the extension, the cost of trenching, back-filling, pipe, fittings and installation shall be assumed on an equitable basis by the applicants served by such extension unless otherwise mutually agreed.
- F. If additional customers are connected to any extension made in accordance with paragraph (c) above within a period of ten years following the installation of the extension, such additional customers shall pay their proportionate share of the trenching, back-filling, pipe, fittings and installation cost, and proportionate and equitable adjustment will be made to the original customers.
- G. If within a period of ten years following the installation of a main line extension, an additional extension is requested, such additional extension shall be treated as a part of the original extension if this results in a reduction in the cost paid or to be paid by the original customers. Otherwise, such additional extension shall be treated as a separate extension.
- H. In case of a transfer of ownership of property served under an extension guarantee as above, the Town shall not provide water service to the new owner until such owner shall have assumed the obligation of the investment.

### **AIR CONDITIONING**

Equipment using water to cool the compressor or refrigerant where the total installed capacity is in excess of three tons shall include a water conserving device that limits the water used to 10% or less of the normal amount required without the device.

## **PUBLIC HYDRANTS**

Hydrants may not be used for any other purpose than the extinguishment of fires and for such other purposes as may be agreed to by the Town, but in no case shall any person other than an agent of the Town open hydrants.

Hydrant water may be used for filling private pools, provided proper arrangements are made with the Town.

## **DISCONTINUANCE OF SERVICE**

Service may be discontinued by reason of nonpayment of water bills or for violation of any term or condition contained herein. Services once discontinued may not be reconnected until the cause of complaint resulting in discontinuance of service has been removed and until reconnection charge of \$10.00 plus arrearages, if any have been paid.

Before service is discontinued, written notice to that effect shall be sent to the customer, at least fourteen (14) days in advance, except that service may be discontinued without notice in case of unauthorized use.

## **NO LIABILITY FOR INTERRUPTED OR UNSATISFACTORY SERVICE**

If, by 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 Town, it becomes necessary to shut off water in the mains, the Town will not be responsible for any damages occasioned by such shut-off. Notice of shut-off will be given when practicable, but nothing in this rule shall be construed as requiring the giving of such notice.

The Town will not be responsible for damage caused by discolored water, which may be occasioned by the cleaning of pipes, reservoirs or standpipes, or the opening or the closing of any gates or hydrants, provided reasonable precautions have been taken by the Town.

## **RESTRICTED USE**

When necessary to conserve the water supply, the Town may restrict or prohibit the use of water.

Whenever the water consumption in Woodstock approaches the capacity of the system the Board of Selectmen may place a moratorium on connections to the system.

A list of requested connections may be kept by the Board of Selectmen to be used as a guide for system expansion. The Board of Selectmen will determine priorities for connections through an equitable allocation system.

## **UNAUTHORIZED USE OF WATER**

Use of water is confined to the premises named in the contract. No customer shall supply 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 from any hydrant, fountain or other fixture of the Town without previous consent of the Town.

A customer may supply a contractor for building purposes if he so desires; providing such contractor has made satisfactory arrangements with the Town to pay for the water used and has a permit for such use.

## **TAMPERING WITH TOWN PROPERTY**

All gates, valves, shut-offs, and standpipes that are the property of the Town are not to be opened or closed, or in any other way tampered with, by any person other than an authorized employee of the Town.

No person other than a duly authorized agent of the Town shall be allowed to set, take off, or repair a meter.

## **GENERAL SERVICE**

### **AVAILABILITY**

This schedule is applicable to all metered water service in the Town, except municipal fire protection.

### **METER CHARGES**

Individual minimum meter charges will be made for each commercial, industrial, residential or governmental user that has independent water facilities in multi-tenant structures. In multi-family housing, each living unit with independent sanitary and kitchen facilities is considered a separate user and will be assessed the minimum rate, and have its own meter.

Over-run usage for each multiple service meter, regardless of number of units connected, will be charged at the regular single over-run rate.

When property is being closed for a period of time, the water service can be turned off by an agent of the Town at the curb box and a charge of \$10.00 may be made. A turn-on charge of \$10.00 may be made to resume service.

### **BILLS PAYABLE**

All bills are due and payable upon presentation and are past due thirty (30) days after date of the bill. Failure of the customer to receive his bill does not relieve him of the obligation of its payment nor from the consequences of non-payment. Interest at 12% will be charged on past due bills.

## **RESPONSIBILITY FOR WATER CHARGES**

The owner of the building shall assume the obligation for payment of charges for water service furnished to the entire property.

## **EXEMPTIONS**

The Board of Selectmen may grant elderly exemptions for users qualifying for property tax exemptions in the Town, but in no case shall the exemption exceed more than 25% of the bill.

## **ESTABLISHMENT OF WATER RATES**

The Board of Selectmen shall establish water rates. Such water rates may be computed based on the total amount budgeted for water operations and maintenance, plus any debt service and capital outlays determined by the Board of Selectmen; and projections of estimated water consumption, number of accounts, and/or other such factors. The Board of Selectmen may adopt minimum/service charges at any time. Water rates shall be established to provide sufficient revenue to at least pay the expenses of operating and maintaining the water treatment works transmission and distribution system, and appurtenant facilities.

## **IMPLEMENTATION OF NEW RATES**

Before new rates are effective, there shall be a Public Hearing. The Public Hearing shall be held at least ten (10) days before the rates are effective.

## **POINT SYSTEM**

A point system shall be used. The dollar charged shall be \$50.00 per point. The Selectmen shall assess points in accordance with the anticipated use of each property owner subject to this ordinance. A minimum number of 5 points shall be assessed in each case where water service has not previously been provided by the Town to premises subject to this ordinance.

## **CROSS-CONNECTION CONTROL PROGRAM – BACKFLOW PREVENTION**

### **I. Purpose**

Cross-Connections between water supplies and non-potable 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 Town of Woodstock 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 Town of Woodstock 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.
4. To protect the public water system of the Town of Woodstock due to the potential hazard of the nature of condominium use in Woodstock NH, the weather and being a primary seasonal development, in which antifreeze has the opportunity to be added to the heating system at any point.

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 364, or subsequent rules, *Backflow Prevention*.
- B. The Town of Woodstock 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 Town of Woodstock's 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. 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. Approved Backflow Prevention Device – A backflow prevention device that has been:
  - 1. Manufactured to allow for accurate testing and inspection so as to allow verification of performance; and
  - 2. Tested and certified by the University of Southern California, Foundation for Cross-Connection Control and Hydraulic Research.
  
- D. 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.
- E. Backpressure – A condition in which the owner’s system pressure is greater than the supplier’s system pressure.
  - F. 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.
  - G. Containment – A method of backflow prevention which requires a backflow prevention device at the water service entrance.
  - H. Contaminant – A substance that may impair the quality of the water creating a potential health hazard to the public.
  - I. Cross-Connection – Any actual or potential connection between the public water system and any source of contamination or unapproved water source.
  - J. 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.
  - K. Owner – Any person who has legal title to, or license to operate or habitat in, a property upon which a cross-connection inspection is to be made or upon which a cross-connection may be present.
  - L. 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.

- M. 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.
- N. Water Superintendent – The official, or his delegated representative, in charge of the Town of Woodstock 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.
- O. Water Supplier – The public water supply system.

**V. Administration**

- A. The Town of Woodstock 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 Town of Woodstock Public Water System to inspect his property for possible cross-connections and shall follow the provisions of the Town of Woodstock Public Water System’s ordinance and their rules. Failure to provide access to the property shall result in a reinspection fee.
- C. If the Town of Woodstock 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.

**VI. Responsibilities**

**A. Town of Woodstock Public Water System**

- 1. On new installations, the Town of Woodstock 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 Town of Woodstock Public Water System will issue a permit and perform inspection and testing.
- 3. For premises existing prior to the start of this program, the Town of Woodstock 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.



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 Town of Woodstock Public Water System, shall, at his expense, install, maintain, and inspect or have inspected (as determined by the Town of Woodstock 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 Town of Woodstock Public Water System.
4. The owner shall inform the Town of Woodstock 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 Town of Woodstock 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 Town of Woodstock Public Water System. The owner shall obtain a permit from the Town of Woodstock prior to installing backflow preventers, and shall install backflow preventers in accordance with such permit. Failure to obtain or to install according to the permit shall result in a fine, as set forth in the fee schedule.
7. The owner shall only install approved backflow preventers from a list adopted by the Town of Woodstock 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 Town of Woodstock Public Water System's system. Permission to cross-connect may be denied by the Town of Woodstock 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 Town of Woodstock Public Water System's system.
  - b. In the event the owner installs plumbing to provide drinking water for domestic purposes which is on the Town of Woodstock 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 permits, annual or semi-annual device inspections, re-testing in the case that the device fails to operate correctly, and re-inspections for non-compliance with the Town of Woodstock Public Water System or NHDES requirements.

## **VII. Degree of Hazard**

The Town of Woodstock 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 humans.

### **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

**VIII. Permits**

The Town of Woodstock Public Water System shall not permit a cross-connection within the public water system unless it is considered necessary and cannot be eliminated.

- A. Cross-connection permits that are required for each backflow prevention device are obtained from the Town of Woodstock Public Water System. A fee may be charged for the initial permit and for the renewal of each permit.
- B. Cross-connection permits shall be renewed every five years and are non-transferable. Permits are subject to revocation and become immediately revoked if the owner should so change the type of cross-connection or degree of hazard associated with the service type of device, replacement of device with a new device, or change of ownership
- C. A permit is not required when fixture isolation is achieved with the utilization of a non-testable backflow preventer in the case of residential dual checks

**IX. Existing in-use Backflow Devices**

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

**X. Periodic Testing**

- A. Backflow prevention devices shall be inspected and tested at least semi-annually for high hazard devices and annually for low hazard devices.
- 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 Town of Woodstock Public Water System, the inspections shall be conducted during the Town of Woodstock 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 Town of Woodstock 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. Backflow prevention devices may be inspected more frequently than specified in section A above; in cases where there is a history of test failures and the Town of Woodstock Public Water System feels that due to the degree of hazard involved, additional inspections are warranted. Cost of the additional inspections will be borne by the owner.
- G. The Town of Woodstock, its agents and employees shall not be liable for any damage caused by incorrectly installed backflow preventer devices or for any damaged caused by the removal or reinstallation of mechanisms installed to cover, hide or otherwise obfuscate the backflow preventer device.

## **XI. Records and Reports**

- A. **Records** – The Town of Woodstock 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. Master files on cross-connection permits.
  - 3. Copies of permits and permit applications.
- B. **Reports** – Each year, by April 1, the Town of Woodstock 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 permit number;

3. The name of the owner and the location of the device;
4. The purpose of the device and its hazard class;
5. The type of device;
6. The date and result of each test; and
7. If the test failed, the subsequent test date and result until the device passes.

**EXAMPLE SUMMARY REPORT:**

PWS# 1008880, Sometown Water Department  
 ABC Backflow Service, LLC  
 Certification #: 1234  
 Inspector Name: J. Smith

Permit #	Owner	Location	Purpose	Hazard	Type	1st Test	Pass	Fail	Subsequent Test Dates (P/F)
BFD001	School House	12 School Street	Sprinkler	High	PRZ	6/10/2010	X		
BFD002	Best Restaurant	34 Sugar Hill	Fire Service	Low	DC	5/28/2010	X		
BFD003	Cool Condos	789 Green Street	Irrigation	Low	RPZ	6/5/2010		X	7/1/2010 (F); 7/15/2010 (P)
BFD004	Shipping Store	56 Main Street	Domestic	Low	RPZ	6/1/2010	X		

**XII. Fees and Charges**

The Town of Woodstock Public Water System will publish a list of fees or charges for the following:

**A. Fees**

1. Inspection fees - \$55.00
2. Fees for re-inspections - \$55.00
3. Fees for testing - \$55.00
4. Fees for Backflow Preventer permits and renewal of permits - \$55.00

**B. Charges**

1. Charges for afterhours inspections - \$110.00

2. Charges for installations in violation of permit - \$100.00

**I. Residential Dual Check**

- A. Effective the date of acceptance of this Cross-Connection Control Ordinance for the Town of Woodstock, 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 Town of Woodstock 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.

**II. Strainers**

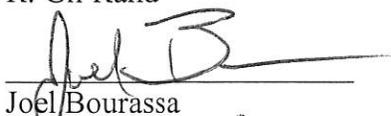
- A. The Town of Woodstock Public Water System strongly recommends that all new retrofit installations of reduced pressure principle devices and double check valve backflow preventers include the installation of strainers located immediately upstream of the device to prevent fouling of backflow devices 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.

The Board of Selectmen

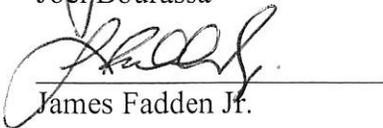


R. Gil Rand

May 24, 2016  
Date



Joel Bourassa



James Fadden Jr.

Original signed  
June 24, 1987 by

Norman B. Fadden  
Bonnie Ham  
J. Stanton Hilliard

**AMENDMENT TO ORIGINAL RULES DATED MARCH 19, 1987**

**AMENDED ORIGINAL RULES TO INCLUDE CROSS-CONNECTION CONTROL PROGRAM – BACKFLOW PREVENTION ON APRIL 2, 2013 AT SELECTMEN’S MEETING.**

**AMENDED RULES TO INCLUDE NEW LANGUAUGE UNDER THE CROSS-CONNECTION CONTROL PROGRAM – BACKFLOW PREVENTION SECTION 1A (PURPOSE) # 4 ON JULY 14, 2015 AT SELECTMEN’S MEETING.**

**AMENDED RULES TO INCLUDE NEW LANGUAUGE UNDER THE CROSS-CONNECTION CONTROL PROGRAM – BACKFLOW PREVENTION SECTION V (B), VI (B)(6), X(G), and XII (A)(1-4) (B)(1) AT THE MAY 24, 2016 SELECTMEN’S MEETING.**

