



TOWN OF MEDWAY

WATER/SEWER DIVISION

RULES & REGULATONS

CHARLES RIVER POLLUTION CONTROL DISTRICT

WASTEWATER TREATMENT FACILITY REGULATIONS

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Board of Water/Sewer Commissioners

Michael Callahan, Chairman

Leo O'Rourke

Steven Burke

Date:

Amended: 12/17/19

The following regulations are a part of the contract with every person who takes municipal water and/or discharges into the municipal sewer system and govern the relations between the DPW Water/Sewer Division and its customers. Every person taking water or discharging to the municipal sewer system shall be considered to express consent to be bound thereby.

ARTICLE I - DEFINITIONS

- A1.1 **APPLICANT** - Any person requesting approval to connect to the Town of Medway water supply or to discharge wastewaters into municipal facilities.
- A1.2 For matters concerning the municipal water supply and the Town of Medway sanitary sewerage system or his authorized deputy.
- A1.3 **BOD - (BIOCHEMICAL OXYGEN DEMAND)** -The quantity of dissolved oxygen, expressed in milligrams per liter by weight used in the biochemical oxidation of wastewater in five (5) days at 20 deg. C. (68 deg. F) under standard laboratory procedures.
- A1.4 **BUILDING DRAIN** - The part of the lowest horizontal piping or conduit to a drainage system which receives the discharge from: soil, waste, and other drainage pipes inside the walls of the building and conveys it to the building sewer, beginning ten (10) feet (3.1 meters) outside the inner face of the building wall.
- A1.5 **BUILDING SEWER** - The extension from the building drain to the public sewer or other place of disposal.
- A1.6 **CHLORINE DEMAND** - The amount of milligrams per liter of chlorine required to be added to water, wastewater, or other liquid to achieve a combined chlorine residual after fifteen (15) minutes contact of one (1.0) milligram per liter.
- A1.7 **COMMISSIONERS** -The members of the Town of Medway Water/Sewer Commission.
- A1.8 **CUSTOMER** - The individual owner, the corporation or association managing the property being serviced by the Department. The owner of the property is ultimately responsible for any outstanding water and sewer charges.
- A1.9 **COMBINED SEWER** - Shall mean sewer receiving both wastewater and surface runoff from storm events.
- A1.10 **CRPCD** -The Charles River Pollution Control District.
- A1.11 **DEPARTMENT** - The Department of Public Works (DPW). Water and Sewer Division of the Town of Medway.
- A1.12 **DOMESTIC WASTEWATER** - The liquid wastes discharged from sanitary convenience such as toilets washrooms, sinks, showers, drinking fountains, small laundries and from kitchens, cafeterias, and free of industrial wastes or toxic materials.

- A1.13 **EXCESSIVE** – The amounts or concentrations of a constituent of a wastewater which in the judgment of the municipality:
- a. will cause damage to any facility;
 - a. will be harmful to a wastewater treatment process;
 - b. cannot be removed in the treatment works to the degree required in the limiting stream classification standards of the Charles River Pollution Control District;
 - c. can otherwise endanger life or property, or;
 - d. Can constitute a nuisance.
- A1.14 **FACILITIES** - Includes structures, conduits, pumping stations, treatment and disposal works, and other appurtenances for the purpose of treating, storing and distributing of drinking water and collecting, treating and disposal of domestic and/or industrial wastewater and stormwater.
- A1.15 **GARBAGE** - The water resulting from the handling preparation, cooking and serving of food. It is composed largely of putrescible organic matter and its natural moisture content.
- A1.16 **INDUSTRIAL WASTEWATER** - The liquid wastes from industrial manufacturing processes, laboratories, trades or businesses which predominate as distinct from domestic wastewaters.
- A1.17 **INDUSTRY** - An establishment with facilities for mechanical, testing, trade or manufacturing purposes.
- A1.18 **LICENSED DRAINLAYER** - A contractor approved by the Department to install approved water, drain and/or sewer mains and approved water, drain and/or sewer service piping, fixtures or appurtenances connecting to Town systems.
- A1.19 **MAIN** - The supply pipe laid in the street or easement to which water connections are made; or the discharge pipe laid in the street or easement to which individual sewer connections are made.
- A1.20 **MAY** - Is used as a permissive term, but with prior approval.
- A1.21 **MUNICIPALITY** - The Town of Medway Department of Public Works Division of Water & Sewer.
- A1.22 **NATURAL OUTLET** - Any outlet into a watercourse, pond, ditch, lake or other water body at surface or groundwater.
- A1.23 **PERSON** - The individual owner, the corporation or association managing a property being serviced by the Department. The owner of the property is ultimately responsible for any outstanding water or sewer charges.
- A1.24 **PRIVATE SERVICE** - The water service pipe, fittings and fixtures from the curb stop to the meter in the building. The sewer pipe from the building to the street up to and including the connection to the sewer main line.
- A1.25 **PREMISES** Refers to:
- a. A building under one roof owned by a customer and occupied as a residence or place of business;

- b. A combination of buildings owned by a customer, in one common enclosure, or occupied by one family, or one corporation or firm as a residence or place of business;
 - c. A building owned by a customer having a number of apartments, office or lofts which are rented to tenants, and using in common one hall and one or more means of entrance, or;
 - d. A condominium association serving one or a combination of buildings in one common enclosure.
- A1.26 PROPERLY SHREDDED GARBAGE - The garbage that has been shredded to such a degree that all particles will be carried freely under the flow conditions normally prevailing in public sewers, with no particle greater than one-half (1/2) inch (1.27 centimeters) in any dimension.
- A1.27 PH – The negative logarithm to the base ten of the hydrogen ion activity in gram moles per liter of solution.
- A1.28 PUBLIC SEWER - A sewer in which all owners of abutting properties have equal rights to and is controlled by the municipal authority.
- A1.29 RECEIVING WATERS - Any watercourse, river, pond, ditch, lake, aquifer, or body of surface or groundwater receiving discharge of wastewaters.
- A1.30 SANITARY SEWER - A sewer which carries domestic and/or industrial wastewaters and to which surface runoff from storms and groundwater is not intentionally admitted.
- A1.31 SEPTAGE - The waste from a septic tank or cesspool or portable sanitary facilities.
- A1.32 SERVICE - A pipe or conduit for carrying water from the water main to the building or wastewater from a building to a sewer main.
- A1.33 SEWER - A pipe or conduit carrying wastewater.
- A1.34 TOWN SERVICE - The water pipe that is running from the water main to the curb stop.
- A1.35 SHALL - Is a mandatory term, referring to standards and practices.
- A1.36 STORM DRAIN - A pipe or conduit for conveying rainwater, groundwater, subsurface water, condensate, cooling water or other similar discharge to a storm drain or combined sewer but excludes wastewater and industrial wastes, other than unpolluted cooling water.
- A1.37 SUSPENDED SOLIDS (SS) - Solids that either float on the surface of or are in suspension in water, wastewater, or other liquids, and which are removable by laboratory filtering and are referred to as non-filterable residue in the laboratory test prescribed in “Standard Methods for the Examination of Water and Wastewater”.
- A1.38 TOWN - As used in these regulations shall mean the Town of Medway Department of Public Works, Division of Water and Sewer and the Board of Water and Sewer Commissioners.
- A1.39 WASTES - Substances in liquid, solid or gaseous form that can be carried by water.
- A1.40 WASTEWATER - The spent liquid and water-carried wastes from residences, municipal & commercial buildings, industrial plants and institutions together with such ground, surface and storm waters as may be present.

- A1.41 WASTEWATER TREATMENT PLANT - Any arrangement of devices and structures used for treating wastewater.
- A1.42 WASTEWATER WORKS - All structures, equipment and processes for collecting, pumping, treating and disposing of wastewater.
- A1.43 WATERCOURSE - A channel in which the flow of water occurs, either continuously or intermittently.

ARTICLE II - APPLICATION FOR SERVICE

- A2.1 All applications for water and/or sewer service must be made in writing by completing the proper form including proposed layout drawing provided by the Department. The application for service must be made by or on behalf of the property owner. The application shall state fully the purpose for which the service is intended to be used, and shall be delivered to the Department of Public Works office. At least three business days is required to process an application.
- A2.2 No agreement will be entered into by the Department with any applicant until all arrears and charges due by the applicant at any premises now or heretofore occupied or owned by the applicant shall have been paid.
- A2.3 When accepted by the Department, the application shall constitute a contract between the Department and the applicant obligating both parties to comply with these Rules and Regulations of the Town of Medway.
- A2.4 Applications for a water and/or sewer service installation will be accepted subject to there being an existing main with sufficient capacity and/or pressure in a street or right-of-way abutting the premises to be served. The contract in no way obligates the Department to extend its mains to service the premises under construction. Sewer applications shall be submitted to the Charles River Pollution Control District for their consideration and approval.
- A2.5 When a prospective customer has made application for a new service, or has applied for the reinstatement of an existing service, damage caused by any deficiency in the plumbing which the service will supply shall be the risk of the customer.
- A2.6 Subdivision review shall be performed by the Department in collaboration with and under the purview of the Planning and Economic Development Board.
- A2.7 All applicable fees as identified in the Fee Schedule for repairs and installation of new water and/or sewer service connections to residential, commercial or industrial premises shall be charged by the Department at the time of application.
- A2.8 Street Opening Permits shall be obtained from the Department of Public Works office prior to excavation in any public way.
- A2.9 Trench Permits, if excavation meets Massachusetts Department of Professional Licenses requirements for such, shall be obtained from the Department of Professional Licenses office

prior to any excavation in any public way. The Building Department shall be notified, and permits obtained for trenching on private property.

A2.10 An inspection of all water and/or sewer service installations or renewals is required with at least two business days' notice. Applicant shall contact the Department of Public Works 48 hours prior to work to schedule required inspections.

A2.11 All Sewer Permits must meet all rules and regulations set by CRCPD, www.charlesriverpcd.org.

Demolitions. Before a building or structure is demolished, the owner shall notify the Department by submitting a permit application for the removal or cutting and capping of all water, sewer and fire pipes. Prior to demolition, the Department shall gain access to the property for the removal of Town-issued meters, fixtures and appurtenances. The Department at its sole discretion may require the owner to submit a site plan. The Department shall inspect the work to ensure that the services are removed or properly cut and capped in accordance with Department specifications prior to backfilling.

A2.12 All domestic water services must be disconnected at the Main in accordance with Department specifications.

A2.13 All sanitary sewer and storm sewer connections must be plugged and capped at the main wye connection in accordance with Department specifications.

ARTICLE III - LICENSING DRAIN LAYERS

A3.1 All work related to the installation of water and/or sewer in the Town shall only be performed by persons licensed by the Department. The licensed contractor or licensed designee must perform the work and be at each site during construction. All licensees are required to give personal attention to all installations and shall, employ only competent workers.

A3.2 Plumbers and drain layers of established reputation and experience will be licensed by the Department as Drain Layers authorized to perform work, subject to compliance with the following requirements:

a. Applicants for licenses are required to pay a filing fee as Drain Layer, payable to the Town of Medway.

b. Insurance requirements to be submitted with application are as follows:

- | | | |
|-----|---|-----------------------|
| b.1 | Public Liability Insurance Certificate with XCU | \$100,000 - \$300,000 |
| b.2 | Auto Insurance | per State Statute |
| b.3 | Workmen's Compensation | per State Statute |
| b.4 | Performance Bond | \$5,000 |

b.5 Said Insurance shall indemnify the Town against any and all claims, liability or actions for damages, incurred in or in any way connected with, the performance of work by a Drain Layer in the performance of his work. All insurances shall remain in full force and effect for the full term of the license issued by Department.

- c. Applications for licenses will be approved or disapproved within fourteen (14) days after filing the application.
- A3.3 All licenses expire on December 31st of each year and no licenses are transferable. The fee for renewal thereof shall be due and payable on or before January 1st of each year as well as the insurances stated in section 2. No permits will be issued to a contractor who has not renewed their license.
 - A3.4 Contractors shall comply with O.S.H.A. and Division of Labor and Industry regulations. Work site shall be maintained at all times in accordance with said Regulations.
 - A3.5 Work shall be performed during the Department's standard work week and working hours. No holiday or weekend construction shall be allowed except by permission of the Department.
 - A3.6 Water and/or sewer permits shall be obtained before commencing work or installation will not be inspected nor approved and Drain Layers License may be suspended. Unpermitted work shall either be removed or made visible for inspection. Department shall reserve right to levy fines or take further punitive actions. Department may not issue future permits until any and all unresolved issues are resolved to the Department's satisfaction
 - A3.7 As-Builts for service connections shall be completed on forms provided by the Department and ready when an inspection is requested. Failure to provide as-builts will require re-inspection with fees and is cause for suspension of Drain Layer's License. No new permits will be issued unless as-builts on prior installations were submitted to the Department at the time of inspection.
 - A3.8 No person, firm or corporation except a duly licensed Drain Layer shall work on pipes, fittings or fixtures connected to Town systems located outside of a building foundation.
 - A3.9 DPW reserves the right to revoke any license if any provision of said license is violated.
 - A3.10 Any variation from these Rules and Regulations shall receive prior approval by DPW before implementation.

ARTICLE IV - WATER, GENERAL

- A4.1 Subject to prior approval by the Department, water service may be discontinued or a fine may be imposed upon reasonable notice for any one of the following reasons:
 - a. willful waste of water;
 - b. tampering with meter or meter seal;
 - c. property vacant, furnishings removed, and whereabouts of owner unknown;
 - d. cross-connecting potential or actual Department service with any hazard other supply source; or
 - e. refusal of reasonable access to premises or to meter.
 - f. nonpayment of service.

When water has been turned off for any of the above reasons, or upon written order of the customer, a fee will be charged to restore service.

- A4.2 The Department will not permit its mains or Town service pipes to be connected with any other source of supply not approved by the Department nor will the Department permit its mains or service pipes to be connected in any way to any pipes, tanks, vats, or other pollution which can flow back into the Department mains. Shall conform to State Regulations covered under 310 C.M. R. 22.22, M.G. L. Chap.111, Sect. 160A or as amended.
- A4.3 Any authorized agent of the Department shall have the right of access at all reasonable hours to the premises supplied with water for the purpose of reading meters, examining fixtures and pipes, observing the manner of using water or for any other purpose which is necessary in the conduct of Department business. No person shall be deemed to be an authorized agent of the Department entitled to such access unless the person displays proper identification.
- A4.4 The Department shall have the right to interrupt the water supply to make repairs, changes or connections to its mains or other equipment. Reasonable efforts will be made to notify the customer in advance of any discontinuance of service, but, in time of emergency, the Department may not be able to do so. The Department shall not be responsible for any loss or damage incurred by said shut off, or while making repairs.
- A4.5 The Department shall not be liable for any damage or inconvenience suffered by the customer as a result of any cause beyond Departmental control. The Department shall have the right to reserve a sufficient supply of water at all times in its storage facilities to provide for fires or any other emergencies, and may restrict or regulate the use of water by customers in case of scarcity, or whenever required to protect the public welfare.
- A4.6 Water from hydrants or other fire protection systems shall be used only for fire protection purposes. Testing of hydrants and fire-fighting apparatus shall be granted only with prior written permit approval from the Department. Drawing water from a Fire Service for Domestic use shall be considered theft and will be cause penalties accordingly.
- A4.7 No person will be permitted to insert or cause to be inserted any faucet or piping into any water pipe, or connect any service pipe for conveying water from any of the mains or distributor pipes to any house, building or manufacturing, or for any other purpose without written permission of DPW.
- A4.8 Request for private use of a public fire hydrant must be approved by the Department in advance. Applicable fees will be assessed to pay for all required equipment including meters and backflow devices as well as water usage.
- A4.9 No water user shall supply water to parties not entitled to use of the water or resell water without written permission of the Department.
- A4.10 Any water used for cooling condensate purposes must be recycled to the extent practicable and not allowed to run to waste. Safeguards shall be taken to eliminate all unprotected cross connections.
- A4.11 The Commissioners shall set a charge and fee structure for all work performed by the Water and Sewer Division.

- A4.12 All apparatus deemed appropriate and places supplied with water must be accessible at all times for inspection by the Department and all pipes and fixtures shall be subject to rejection by the Department if considered unsuitable for the purpose.
- A4.13 The Department shall not be responsible for damages caused by discolored or dirty water resulting from the use of any hydrant, the breaking of any pipe or any other disturbance of the water system (e.g., “water breaks”).
- A4.14 The Commissioners reserve the right to establish such further rules and regulations from time to time as it deems necessary.
- A4.15 Winter Hazards
- a. In the event of an interrupted water supply due to a frozen pipe, the Department will determine the location and cause of the stoppage. If the stoppage is in the private service and is due to improper installation or breakage after the Department curb stop, the repairs shall be the responsibility of the customer.
 - b. All customers using water must furnish all internal piping, connection fixtures, and keep them in good repair and protected from frost at their own expense. The Town will not be liable for any damage resulting from failure by the customer to adhere to the above conditions.
 - c. The water shall not be left running to prevent freezing or for other purposes, without the permission of the Department.
 - d. Meters and associated hardware damaged due to owner negligence and/or freezing within unheated premise areas will be replaced with the cost of replacement and service call borne by owner.
- A4.16 Allowance for loss of water due to leakage, failure of private piping or fixtures or consequent damage shall be sought from Water and Sewer Commission.
- A4.17 Once a leak has been verified on a private service, the owner shall have fourteen (14) days to make repairs or shall face punitive actions including but not limited to fines and service termination.
- A4.18 Any emergency call responded to and found not to be Department related shall be charged at a rate established in the fee schedule.
- A4.19 The owner of any premises having a private well or other source will not be allowed to run said system within the same structure as the public water supply system or to have a physical connection between the private well system and the public water supply system. Owner shall comply with rules and regulations in accordance with CMR 22.22.

ARTICLE V - WATER MAINS CONSTRUCTION METHODS AND MATERIALS

- A5.1 A plan shall be required showing location of proposed main, all gate valves and hydrants, profile of road and lot lines. At completion of work, owner shall provide the Department with "As-Built Drawings" showing ties to and location of valves, service connections and boxes. Financial deposits will be held by the Department until all obligations are fulfilled. Any work not completed per permit specifications may be performed by the Department using said financial deposits.

- A5.2 Contractors or developers shall design a water system for possible future developments and construct water mains to interconnect with existing or future water system at their own expense.
- A5.3 Only licensed Drain Layers shall make any connections or perform work on any part of the water distribution system. The Department shall be notified forty- eight (48) hours (Two Business Days) prior to any and all work performed, including that on private property.
- A5.4 The Department shall approve all materials used in making a service connection and shall inspect all work upon completion and prior to backfill of trench. All pipes fittings, and appurtenances shall meet AWWA and Department Standards or a designated representative/deputy.
- A5.5 Where possible there shall be three (3) valves at every roadway intersection. If more than 1000 feet apart to next intersecting main.
- A5.6 There shall be three (3) valves at all roadway intersections greater than one-thousand (1.000) feet from the closet intersecting main.
- A5.7 All hydrants shall be standardized type and specifications of the Water Division. Hydrants shall be located at property lines when possible and shall not be spaced more than five hundred (500) feet apart. There shall also be a gate valve for every hydrant. All hydrants shall be backed with 0.25 yards (9") of concrete or approved thrust block against trench wall. Hydrants shall also be surrounded with 0.25 yards of 3/4-inch / 3/4" stone for drainage. See Construction Detail.
- A5.8 Hydrants on private property shall be owned and maintained by the owner at their expense. If owner fails to maintain or repair inoperable hydrants after notification, the Department reserves the right for the purposes of public safety, to inspect and repair any hydrant at the owner's expense of material and labor. The Department does not, by this regulation, take responsibility for the condition of private hydrants or any possible court action which may result from fire or accident.
- A5.9 All persons or firms having private fire connection for sprinklers or fire hydrants on the premises or in buildings are forbidden to use the water for any purpose except fires and shall accept ownership of appurtenances and related necessary maintenance and repairs.
- A5.10 All mains shall be at least eight (8.) inches in diameter at a depth of 4.5 feet and shall be cement lined ductile iron.
- A5.11 Minimum size water main may be reduced from eight (8) inch to six (6) inch if the main is no more than two hundred fifty (250) linear feet, if there is no more than three (3) one (1) inch service connections, if the parcel of land is landlocked with no possibility of extensions of road or main and if no additional lots or services can be made through the Planning Board or Zoning Board or of servicing abutting lot(s) not serviced by Town water, the main-may be reduced to six (6) inch with termination at a hydrant.
- A5.12 All pipe work shall remain open for inspection by the Department. The work shall be backfilled by hand for the first foot using clean sand and have locating tape in cases where non-metallic pipe is used. Tracer wire shall be installed, connected and accessible from the top nut of the curbstop shutoff through to the meter inside the foundation.

- A5.13 Trenches shall be compacted by the approved method designated by the Department and may be tested with cost of said test paid by owner.
- A5.14 All job sites are to be left in a neat and orderly fashion and work will be performed in a professional manner. All sites shall be returned to their original condition at the conclusion of the project. Preconstruction photographs or video may be required at the owners expense.
- A5.15 All mains or services shall be installed no closer than three (3) feet vertically or 10 feet horizontally from sewer line or encase/sleeve segments not meeting these criteria.
- A5.16 All mains shall be pressure and leak tested as per AWWA specifications at 50 PSI over static pressure, but shall not drop below 150 PSI for a period of two (2) hours. All mains shall be chlorinated to a level of 25 PPM after 24 hours. The main shall be flushed of all sediment and chlorine and have residual chlorine of no higher than 3 PPM before it is accepted for use. Two (2) consecutive "passing" coliform test samples shall be taken and sent to a MADEP Certified Lab and the test results shall be sent to the Department.
- A5.17 The contractor or developer shall, make all necessary arrangements with the proper departments at their own expense, for the safety of all traffic, health protection, and safe travel of the general public on all traveled ways by barriers, police supervision, and/or other means as directed by said departments.
- A5.18 The contractor or developer shall maintain safe conditions of all roadways and passageways over excavations and shall promptly fill in depressions caused by the settling of work.
- A5.19 The contractor or developer shall guarantee all work performed and material installed to be free from defects, and shall keep same in repair or replace any defective material for a period of one (1) year at no cost to the Town.
- A5.20 Only approved lubricants shall be used on pipe installations. No petroleum products, grease, or fats shall be permitted.
- A5.21 Services shall be copper from the main to curbstop. AWWA approved materials shall be allowed downstream of the curbstop. PVC or PE Pipe shall not be installed in the winter months when the temperature is below 30 degrees. No frozen material shall be used for backfill.
- A5.22 Pipe shall be laid in dry trenches; groundwater shall be pumped out and a stone bed put in place if the trench is not stable.
- A5.23 All bends and tees shall be restrained using, thrust protection, mechanical restraint joints or rodded couplings.
- A5.24 The road box and service box shall be centered over the gate, set at grade, and accessible at all times. No risers shall be allowed without the prior written approval from the Water and Sewer Division.
- A5.25 During construction the end of the water pipe shall be protected during installation to prevent groundwater, dirt, or animals from entering pipe.
- A5.26 DIG SAFE shall be called before beginning work. The Department shall also be notified of the DIG SAFE number and start date and time.

- A5.27 Damage to private and public infrastructure services or mains shall be repaired by the contractor under the supervision of the Department. If unable, the Department will repair at an hourly rate for equipment and personnel. Applicable service fees will be assessed in cases of negligence.
- A5.28 Saddles shall be used in making taps on PVC pipe or CLDI Class 50 or less.
- A5.29 Water and/or sewer mains and appurtenances in subdivisions shall be completed in their entirety. Partial work shall only be permitted with written approval from the Town and with a bond posted for utility remaining to be completed.
- A5.30 Disinfection of repaired and new installation shall be in accordance with MADEP and AWWA standards.
- A8.1 All pipes shall be C-900 PVC or Cement Lined Ductile Iron (CLDI) 150 PSI Class 52 tar coated bell and spigot with push-on joints.
- A8.2 Fittings shall be AWWA Standard Cement Lined Cast Iron (CLCI), tar coated 150 PSI Class D or ductile.
- A8.3 Valves - Resilient Seal, open left.
- A8.4 Hydrants - American, Darling model B-84B, open left.
- A8.5 Gate box - Cast iron road box.
- A8.6 All Brass – Lead Free, Compression, fitting without drains.
 - Pipe – (A) Type K Copper
 - (B) Type 3406 160 PSI PE Pipe
 - (C) C-900 PVC
 - (D) ASTM D3034 SDR 35 sewer
 - (E) Extra heavy cast iron soil pipe ASTM 74-72
 - (F) Soil pipe ASTM 17 85 SC 40
- A8.7 Meters – Sensus meters with Automatic meter, readings in cubic feet.
- A8.8 CI frame & cover – Lebaron #LT-102 M&E style

ARTICLE VI - SEWER CONSTRUCTION METHODS AND MATERIALS

- A6.1 Six-inch (6") PVC ASTM D3034SD-R35 pipe must be used up to 10 feet from the building. All materials and workmanship within 10 feet of a building foundation shall conform to current Massachusetts plumbing code. See Construction Detail.
- A6.2 At any bend greater than 30 degrees, a PVC or cast iron “Y” clean out shall be provided upstream from the bend. The clean out shall be cast iron if it is located in a driveway. A “Y” branch shall be used within a section of pipe and access shall be within 6 inches of ground surface surrounded by stone. Tracer material shall be used for future ease of cleanout location.

- A6.3 Any and all offsets (change in direction) of pipe on Town systems shall include a manhole at said offset.
- A6.4 ¾” inch crushed stone shall be used 6 inches over and below the sewer pipe at full width of the trench and around the clean out. The first foot over the pipe shall be filled by hand.
- A6.5 The abandonment of the septic system shall be in conformance with the State Sanitary Code (Title 5, septic tank, distribution box, leaching pit, cesspools) and the leaching gallery, if necessary, shall be pumped clean by a licensed septic hauler. All structures shall be destroyed and collapsed after pumping. Clean gravel will be used for backfilling the structures and properly compacted. The Board of Health is to be provided at least 48 hours written notice of system abandonment (tie-in). If available, the Health Agent will perform a site visit during the abandonment process.
- A6.6 Service shall be a minimum of 10 feet off building if pipe runs parallel. If the service must be less than 10 feet, pipe shall be cast iron or PVC Schedule 40 to a point 10 feet beyond building.
- A6.7 No service connections to be installed into manholes and/or consist of “inside drops” without the written approval of the Department.
- A6.8 Sewer shall service the complete building. The pipe shall be accessible in order for it to be relocated one foot below the cellar floor when necessary. The minimum slope for all pipes is 2%.
- A6.9 All sewer mains shall be installed using a laser to ensure correct grade and line.
- A6.10 The private installation of a sewer which is intended to become a public sewer shall be installed only upon obtaining a permit from the Department. Prior to the issuance of any such permit, the applicant is required to submit design drawings and specifications of the proposed sewer for considerations, recommendations, and approval. The Department may, in its sole discretion, submit the said design information to its independent professional engineering firm for review. The applicant shall be required to pay the full cost of any such engineering review. The said payment shall be made by the applicant to the Town of Medway. The Department shall not approve, disapprove or otherwise act on said application until payment has been made.

No public sewer, sewer located in or on a public way or public property, or a sewer intended to become a public sewer shall incorporate any mechanical, hydraulic or other means to lift sewage and/or wastewater in order to provide for flow. All such sewers shall provide for gravity flow of all sewage and/or wastewater.

- A6.11 Upon appropriate request, the Department may grant an exception of requirements to the prior section after a public hearing and notice to the Board of Health, the Town of Medway Planning Board, and any other interested parties. In acting on any such request the Board shall consider the number of potential buildings to be serviced, the topography of the area involved, any alternative means of sewage disposal, and any claimed extenuating circumstances advanced by the applicant. In granting any such exception the Department shall impose as a condition of such grant that any costs and expenses of operation, maintenance and replacement shall be paid for solely by the owners of the real property serviced by the sewer.

- A6.12 All tanks, cesspools, septic tanks, etc. are considered part of the building and should be hooked up in entirety except upon special determination of the Board of Health, or unless otherwise allowed by the Board.
- A6.13 PVC or PE pipe shall not be installed in the winter months when the temperature is below 30 degrees. No frozen material shall be used for backfill.
- A6.14 End of pipe shall be protected during installation to prevent groundwater, dirt, or animals from entering the pipe.
- A6.15 DIG SAFE shall be called before beginning work. The Department shall be notified with the DIG SAFE Request Number.
- A6.16 Sewer services to buildings where water is supplied by a private well shall have a meter. The meter shall be installed on the building plumbing such that it captures all flow volumes to Town sewer system. Installation specifications shall be approved by Department prior to any work being performed. The property owner will arrange for the provision of the meter with the Department. The meter will then be maintained and read by the Department.
- A6.17 Sewer manholes shall conform to Construction Specification and Details
- A6.18 All sewer lines shall be cleaned before acceptance for use. Care shall be taken to prevent any material from entering the Town system when cleaning mains. Use of vacuum trucks may be required if it is in the opinion of the Superintendent that the volume or type of material warrants it.
- A6.19 Care shall be taken with service connections so that no stones or gravel enters the system.
- A6.20 All inverts in SMHs shall be solid red sewer brick with a brick table to the top of the pipe.
- A6.21 Sewer mains and manholes shall be tested by air (4 psi) for 5 minutes or infiltration tested. All lines will be visually sighted for grade and line. No vertical deflection or standing water will be permitted. Any deflection in the pipe will require 4 degree mandrel to be pulled through. No visual inspection will be made until the pipe is cleaned and the invert is built.
- A6.22 A SMH will be required at a maximum distance of 300 feet on a main or 150 feet on a service.
- A6.23 A sewer main shall be designed to service the maximum area at a depth sufficient to provide full basement service. The minimum allowable cover on a sewer main is 5 feet. Any deviation from this must be approved in writing by the Department.
- A6.24 As-built inverts, slopes and stations shall conform to the approved definitive plan. Any changes shall be explained in writing prior to the proposal being considered for approval.
- A6.25 When a connection to the Town's sewer system will involve a pumping system, the following additional requirements shall apply:
- a. The Department and Board of Health will be provided with three (3) copies of a plan and specifications for the pumping system, force main, terminal manhole and overflow structured stamped by a Professional Engineer. This plan will have to be approved by the Health Agent prior to the construction of the system.

- b. The pumping equipment must be suitable for handling raw sanitary wastewater (pass 2-inch solids) and be provided with on/off high water alarm controls. Stand by power or a 1,000 gallon emergency storage capacity will be required.
- c. The force main shall terminate in a manhole structure which will be located on the property adjacent to the Town sewer.
- d. The gravity sewer connection from the manhole to the Town sewer will be installed in accordance with the normal requirements.

ARTICLE VII - WATER SERVICES AND METERING

- A7.1 Original service pipe and connections from the main to the curb stop at the property line will be installed by the Department, or under its direction, at the expense of the customer at the prevailing rate for said installation. All service pipes shall have a minimum cover of five (5) feet. To the extent not prescribed by State and Municipal Regulations, materials and methods of construction shall be approved by the Division. If the service has not been installed in accordance with the Department’s reasonable requirements, water will not be turned on until all defects have been remedied.
- A7.2 The Town service pipe from main to curb stop in the traveled way shall be maintained or replaced as necessary by the Department at the Department's expense. The private service pipe from the curb stop to the customer premises will be maintained by the customer at the expense of the customer and in a manner satisfactory to the Department.
- A7.3 Curb stops will not be used by the customer or his agent for turning on or shutting off the water supply. The customer control of water supply shall be by means of a separate valve, located usually just inside the building wall. Curb stops are for the exclusive use of the Department.
- A7.4 On future installations or reinstallations of service lines, only one premises will be supplied by one service pipe, unless otherwise determined by the Department.
- A7.5 The owner shall be responsible for street excavation and all their costs of installation of the water service from curb stop to meter. The meter shall be purchased by the owner and installed by and maintained by the Department or a designer.
- A7.6 All water services shall be installed no closer than 10 feet from a septic or sewer line. If a water service line must be within 10 feet of a sewer or septic line, the sewer or septic line must be encased in concrete or sleeved in ductile iron pipe.
- A7.7 Valves shall be required before and after all meters, and back flow devices shall be installed if, in the opinion of the Department in accordance with MADEP regulations CMR 22.22, a hazard to public water supply exists. All valves and devices shall be at the owner’s expense. All annual and bi-annual inspections will be at the owner’s expense.
- A7.8 Upon repair or installation of water services, all Massachusetts plumbing and electrical codes shall be followed including, but not limited to, applicable electrical grounding procedures. All applicable Department and Building permits shall be obtained prior to any work performed.
- A7.9 All services, except fire hydrants, shall be metered. An individual meter shall be required for each premises and each separate service connection.

- A7.10 Each new meter shall be purchased and installed by the Department at the customer's expense. The meter shall be of such size and design as reasonably necessary to serve the customer involved. Ownership of the meter shall be in the Department at all times and subject to the provisions of Section 14 hereof. The Department shall be responsible for maintenance of each meter at the Department's expense, except to the extent that the meter is damaged by a willful act or negligence of the customer, wherein, the customer shall be liable for damages. No building that lacks an operating heating system shall be issued a meter. All meters over one (1) inch shall be maintained by the Department at the customer's expense.
- A7.11 No "common" services are allowed, each premise shall have its own service connection to the main pipe with its own associated meter and account.
- A7.12 Water meters shall be installed at a minimum of 12 inches above the floor (maximum of 48 inches) and 12 inches away from walls with sufficient clearance and access for maintaining meter.
- A7.13 All water services installed under floors shall be sleeved with four inch iron from outside the foundation to the meter location.
- A7.14 With the exception of irrigation and outdoor-use meters, secondary sub-meters within a premise will not be installed, maintained or read by the Department. Secondary billing is the sole responsibility of the property owner. Each Town meter shall have its own service from the street.
- A7.15 On any secondary meter for irrigation systems there shall be a tee in the service line before the house meter to be read independently. Two meters will be read and two separate charges generated; one charge for water and one for sewer (if applicable) for the residence and the second bill for irrigation water usage. Outdoor water use shall be subject to the Town's Water Ban Regulations. Water metered for outdoor use shall be charged the Irrigation Rate. Any other arrangement shall be approved only by the Commissioners on an individual basis.
- A7.16 The quantity of water recorded by the meter shall be accepted as conclusive by both the customer and the Department except when the meter has been found to be registering inaccurately, or has ceased to register. In any such case, the quantity may be determined by the average registration of the meter in corresponding past period or by the average registration of the new meter. The method more representative of the conditions existing during the period in question shall be used.
- A7.17 The Department reserves the right to remove and test any meter at any time and to substitute another meter in its place. In the case of a disputed account involving a question as to the accuracy of the meter, such meter will be tested by the Department upon request of the applicant. A fee will be charged for testing such meters. In the event that the meter tested is found to have an error to the detriment of the customer in excess of 2% at any rate of flow within normal test flow limits, the fee will not be charged and the current bill rendered based on the last reading of such meter shall be corrected accordingly.
- A7.18 Any materials used in repairs made at the meter shall be billed to the property owner.
- A7.19 Requests for additional meter readings shall be subject to a service charge. The charge covers labor reading the meter and calculation of the statement from the reading.

- A7.20 The owner of any premises having a private well or other private water source will not be allowed to run said system within the same structure as the public water supply system or to have a physical connection between the private well system and the public water supply system.

ARTICLE VIII - PAYMENT FOR SERVICE

- A9.1 Bills for service will be rendered periodically in accordance with the Term of Payment noted on the applicable Rate Schedules and are payable at the office of the Town Treasurer/Collector upon presentation.
- A9.2 Each bill for service will be rendered to the customer of record except where a special agreement has been made. In all cases, the owner of record will be held responsible for the payment of the bill.
- A9.3 New property owners are responsible for notifying the Department, in writing, within 15 days of transfer of property ownership including their contact information to allow correspondence and billing in a timely manner.
- A9.4 Bills not paid within thirty (30) days of the date of issue shall be subject to demand and interest charges. Accounts outstanding as of June 30th of the prior fiscal year will be added to the real estate tax bill as a lien.
- A9.5 Requests for "Final Readings" shall be issued as a Billing Record and an administration fee will be reflected on the final bill for the property. It is the property owner's responsibility to notify the Department in writing when selling a property to allow a minimum of 3 business days or 72 hours for the process of a final bill.
- A9.6 Requests for abatements on water/sewer billings are accepted for thirty (30) days from the date of issue of the bill. Account must be current in order to file an abatement request.
- A9.7 A charge will be made each time for the turning on or off of the service by the Department when requested by the owner or tenant. Whenever a customer desires to have the water service discontinued, the customer shall notify the Department. Until such notice is received by the Department, the customer shall be responsible for payment for service rendered by the Department. A reasonable time after the receipt of such notice shall be allowed by the Department to take a reading of the meter and to discontinue service. The owner or agent of the owner must be present any time water service is turned on or off at a property.

ARTICLE X - WATER USE RESTRICTIONS

Water use restrictions shall be enforced as per MADEP Water Management Act Permit

Odd – Even Water Ban shall mean – odd numbers addresses will be permitted to water on Odd numbered days. Even numbered addresses will be permitted to water on even numbered days.

ARTICLE XI - FEES

See Current Fee Schedule