

**RATES, RULES and
REGULATIONS
of the
LINCOLN
WATER COMMISSION**



**LINCOLN
RHODE ISLAND
Adopted January 8, 1958**

Amended to January 11, 1972
Amended to July 20, 2005
Amended to September 5, 2007

Amended to April 8, 2009
Amended to April 13, 2011

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Federal
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FOREWORD

The mission of the Lincoln Water Commission is to promote and protect public health, safety, and welfare through the proper and efficient operation and maintenance of the public water supply serving the Town of Lincoln and the surrounding areas, and to promote coordinated development of unbuilt areas without negatively impacting the existing distribution system.

GENERAL INFORMATION

ADMINISTRATIVE

The Lincoln Water Commission Office is located at 96 Old River Road, Lincoln, Rhode Island, 02865. The office hours are Monday to Friday, 7:30 a.m. to 4:00 p.m. Telephone 401 334-6735. Fax 401-333-1108. Additional information, including the current rate structure, is available on the web at www.lincolnwatercommission.com.

The Board of Water Commissioners meets monthly. The schedule is posted on the above web site, at various public places in the Town of Lincoln, or is available by calling the telephone number above. Meetings are open to the general public.

EMERGENCY SERVICE

An emergency outside of normal office hours can be reported by calling our 24-hour answering service, or by contacting the Lincoln Police Department at 401-333-1111. Customers are encouraged to report any potential water problem such as a suspected water main break, burst pipe, an accident involving hydrants, illegal use of hydrants, or suspected trespassing on Water Commission property.

Water Commission staff are not normally available on weekends or evenings except for emergencies. If necessary, appointments can be made through the Administrative Office for work outside normal business hours.

EMPLOYEES

All Lincoln Water Commission employees possess an official photo identification issued by the Commission. Do not allow any person claiming to be a Water Commission employee to enter your premises unless they can show proper identification. Customers are encouraged to verify the identification by calling the Water Commission office during normal business hours or the Lincoln Police Department all other hours.

RULES AND REGULATIONS

These rules and regulations were adopted by the Board of Water Commissioners as amended and constitute a contract with every person, corporation and property owner supplied by the Lincoln Water Commission. Every customer served by this supply shall be considered as having expressed consent to be bound by these rules and regulations. A copy is available to every customer upon request. Failure to know the rules and regulations will not excuse anyone from the consequences of neglect of such rules and regulations. This document is not intended to be a comprehensive summary of all applicable federal, state, and local regulations governing public water supplies. Further information is available through the sources in the References section of this document.

SECTION I WATER BILLS

INFORMATION REGARDING BILLS (4/8/09)

Bills are prepared by the Lincoln Water Commission and are based on meter readings. Requests for information regarding bills or notices should be made either in person or by letter. All water bills are payable at either the Water Commission Office at 96 Old River Road or at the Office of the Finance Department, Lincoln Town Hall at 100 Old River Road.

All bills are due and payable within thirty (30) days from the date issued. If not paid within sixty (60) days from the date of billing the Lincoln Water Commission reserves the right to discontinue service without further notice, and the water will not be turned on except upon payment in full of all amounts due, including fees for turning the water off and on.

Customers unable to pay in full within the sixty (60) day period may apply for enrollment in a payment plan. An application must be signed by the customer of record, and will include certain commitments to be met to avoid termination of service. The terms of the *Standard Customer Payment Plan* are as follows:

Step 1. No down payment required.

No further interest will be charged on balance due.

Pay 1/6 of the balance due on the first business day of each of the next 6 months.

Current usage amounts will be added to the balance due as they occur.

If any payment is not received by the due date, the plan automatically goes to Step 2.

Not available if a termination notice has been issued within the last five years.

Step 2. Twenty Five per cent (25%) of the unpaid balance due immediately as a down payment.

Interest will be charged on balance due.

Pay 1/6 of the balance due on the first business day of each of the next 6 months.

Current usage amounts will be added to the balance due as they occur.

If any (second) payment is not received by the due date, the plan automatically goes to Step 3. Not available if service has been terminated within the last five years.

Step 3. Fifty per cent (50%) of the unpaid balance due immediately as a down payment.

Interest will be charged on any unpaid balance.

Pay 1/3 of the balance due on the first business day of each of the next 3 months.

Current usage amounts will be added to the balance due as they occur.

If any (third) payment is not received by the due date, the plan automatically goes to Step 4.

Step 4. Water service will be terminated immediately.

Interest will be charged on any unpaid balance.

One hundred per cent (100%) of the unpaid balance must be paid.

Termination fee (\$100) and turn on/off fee (\$100) must be paid.

Once terminated, customers are ineligible for Step 1 or Step 2 for five years.

Enrollment in a *Protected Customer Payment Plan* is available upon application and approval of the Board of Water Commissioners. Applicants must provide written evidence of one or more of the following conditions: unemployed/receiving unemployment compensation; elderly (all members of the household must be 62 or older) or disabled (an affidavit verified by a physician); seriously ill with a life threatening illness (affidavit verified by a physician); or households in financial hardship with a baby under 12 months old. The terms of the *Protected Customer Payment Plan* are identical to the *Standard Customer Payment Plan* with the following exceptions:

Step 1. Pay 1/12 of the balance due on the first business day of each of the next 12 months plus current usage.

Step 2. Pay 1/12 of the balance due on the first business day of each of the next 12 months plus current usage. (renegotiation)

Step 3. Pay 1/6 of the balance due on the first business day of each of the next 6 months plus current usage.

Large industrial, manufacturing, and residential apartment accounts are billed monthly; smaller accounts are billed quarterly or semi-annually; and residential accounts are billed semi-annually by district as follows:

Saylesville District (District 1)

Lonsdale District (District 2)

Manville-Albion-Fairlawn District (District 3)

Limerock-Quinnville-Twin River District (District 6)

Fire Line Services, private fire hydrants, and hydrants outside the Lincoln service area are billed annually on January 1.

PROPERTY OWNERS RESPONSIBLE

Water bills are sent to the owner of record of the property. Property owners shall notify the Water Commission of any changes in mailing addresses. Failure to receive a bill does not relieve the property owner from the obligation of payment of the bill or any penalties or interest incurred.

Property owners are responsible for all charges for water service until written notice has been received by the Water Commission to discontinue the service or of a change of ownership. The Water Commission reserves the right to discontinue water service to any property which is in arrears.

RATE STRUCTURE

The Lincoln Water Commission operation is financed solely by revenue collected from the sale of water. Revenues are used to cover the costs of daily operational expenses, provide Capital Improvement and Infrastructure Rehabilitation Funds, provide for an emergency contingency fund, pay for the purchase of water from Providence Water or other sources, and pay for State licensing fees and surcharges. Rates are set by the Board of Water Commissioners after a Public Hearing. The current rate structure is available at the administrative office, listed on the bills, or through the web site.

The current rate structure includes the following items for each residential unit:

1. A yearly service fee, deposited into the Capital Improvement Fund;
2. A first step charge for up to 20,000 gallons per year, per unit;

3. A second step charge for water use of 20,001 to 75,000 gallons per year, per unit;
4. A third step charge for water use of 75,001 to 150,000 gallons per year, per unit;
5. A fourth step charge for water use over 150,000 gallons per year, per unit;
6. An Infrastructure Rehabilitation Fee for each 1,000 gallons consumed;
7. A RI Department of Health licensing fee; and
8. RI State surcharges based on the amount of water consumed.

(Note: Senior citizens are eligible for a rebate on the surcharges. Please call the Lincoln Water Commission office for further information.)

SECTION II METERS

ALL WATER METERED

All water from the system will be supplied through one meter for each service. Each building and/or tax lot is to have a single separate service line. All water passing through the meter will be billed to the owner of the property whether the water is used or wasted. Customers are advised to read their meters frequently so that leaks or waste may be detected and large bills prevented.

OWNERSHIP OF METER

Meters are owned by the Water Commission and are installed at the expense of the property owner. The Water Commission reserves the right to designate the size of meter to be installed on any service, and to repair, remove or replace the meter as is deemed necessary.

INSTALLATION OF METERS

The property owner shall furnish a proper place for the meter, in an accessible horizontal position as near as possible to the point of entry through the front building wall. The meter shall be located in the building not more than 90 feet from the street property line. In the event the location is more than 90 feet away, the meter shall be installed just inside the street property line in a suitable housing, provided and maintained at the expense of the property owner.

All small meters on new installations shall be set approximately twelve inches above the floor, in a horizontal position, immediately after the main shut-off, and as near to where the service pipe enters the building as is practicable. The plumber shall provide an approved support for the meter. Large meters may be set on concrete supports, and shall have a straight length of pipe at least eight times the pipe diameter before the meter.

The first fitting inside the building must be flared. A suitable valve must be installed on each side of the meter. Provision must be made for a small wire to the outside for the installation of an outside remote register.

The installation, repair and disconnection of all meters are to be performed only by the employees of the Water Commission.

METER PIT INSTALLATION (FROST PROOF)

Meter pits are required on all service lines with more than **one** fitting between the curb stop and the inside wall of the building (max of 90 feet for copper tubing). Pits are to be **Ford Cold Climate PDBHH-444-20-60** or approved equal. (Double lid cover, angle ball inlet valve, angle dual check outlet valve, sized up to a 1 inch meter, pack joint fittings, 20 inch diameter, 60 inch depth)

Two (2) copies of a site plan, drawn to scale, must be submitted showing the location of the proposed pit and ARB (automatic reading and billing) post, water service line to the building, curb box shut off, driveway, fences, sewer line or septic field, and any other subsurface utilities. Meter pits and the remote reading posts must be accessible to LWC personnel and away from vehicular and pedestrian traffic. The site plan will be approved by the LWC and used for inspection purposes upon completion of the installation. All installations are subject to inspection and approval by the Lincoln Water Commission prior to backfilling.

A minimum ten-foot (10') length of copper tubing must be used between the curb stop and the meter pit. A 4x4 inch post of treated lumber must be installed near the meter pit to accommodate the ARB terminal. Note: The interior plumbing should include a thermal expansion tank since the meter pit includes a check valve assembly.

ACCESSIBILITY

Meters and remote readers must be easily accessible at all times so that they may be inspected and read by employees of the Lincoln Water Commission. They must be protected against damage from frost, vandalism, or contamination. Failure to provide reasonable access to the meter will be grounds for termination of service.

DAMAGED METERS

If meters are damaged by frost, hot water, or other causes, either by carelessness or neglect the Water Commission will repair or replace the meter and bill the owner of record. In case of breakage, stoppage or any other irregularity in the meter, the property owner is to notify the Commission immediately and the defective meter will be replaced at no charge to the Customer. Obsolete residential meters will be replaced at no charge as part of the meter replacement program.

METER TESTING

Every water meter is carefully tested before it is installed. Should a property owner at any time question the accuracy of the meter, it may be tested by written request. A deposit will be required before the meter is removed. Should the test show that the meter has been *over*-registering in excess of two percent (+2%), the deposit will be refunded. If the meter *under*-registers in excess of two percent (-2%), the deposit will be retained to cover the cost of removal and testing. If the testing of a meter shows that it fails to register correctly within two percent (+/- 2%), the charge to the consumer shall be adjusted up or down and such adjustment shall apply to the current billing period unless it is apparent that a previous billing period's consumption has also been affected by the same error.

REPAIRS TO LARGE METERS

At the written request of the Water Commission property owners will arrange to test and repair meters larger than two inches in diameter at least once every two years. The owner will test the meter within fifteen (15) days after receiving the notice, and will advise the Commission of the results by a certified copy of the test after completing any necessary repairs. All expenses covering the testing and repairs are to be borne by the property owner.

BILLING NON-REGISTERING METERS

In case a meter fails to register or has been removed during the billing period, the bill will be issued based on the average daily rate of consumption as shown by the meter after it has been returned to service. If the meter has not been returned to service, the bill will be issued based on the average daily rate of consumption for the previous three-year period.

UNSERVICEABLE METERS

The Water Commission reserves the right at all times to remove, test, repair and/or replace any meter 2 inches or less in diameter and to require testing and repairs of any meter larger than 2 inches.

TAMPERING OR DEFACING METERS

The Lincoln Water Commission will prefer charges in accordance with any applicable Federal or State laws including Title 42, Chapter 6A, Subchapter XII of the US Code; and Chapter 11-35 of the General Laws of the State of Rhode Island, Sections 11-35-6 and 11-35-7; against every person who shall bypass, tamper, illegally connect, or otherwise interfere with, or threaten to interfere with, the proper operation of the public water system.

CROSS CONNECTIONS AND BACKFLOW PREVENTION (2/16/05)

For all new construction, major repairs, and retro fits on residential/commercial properties, the following process is required:

1. A double check valve backflow preventor is required on the service line immediately after the meter (WATTS series 007 for residential, WATTS series 009 for commercial)
2. Any installation in an area of 80psi or greater requires a pressure reducing valve before the meter (WATTS N45B; N55B). Most locations in the Town of Lincoln require a pressure-reducing valve.
3. A thermal expansion tank is required to be installed after the meter and before the first pipe junction. (WATTS Series DET).

SECTION III SERVICE PIPES

APPLICATION FOR SERVICE PIPES

The Board of Water Commissioners approves all applications for a new connection to the water system. The owner of the property or his authorized agent shall apply for a new service at the office of the Water Commission. Applications must state the purpose and the amount of water to be used, the proper legal description of the property including the tax Plat and Lot designation, the official street name and address of the premises to be supplied, and include a site plan of the building showing both water and sewer connections.

CHARGES FOR SERVICE PIPES

Service pipes are installed by the Water Commission from the distribution main to the curb stop, which is located approximately three feet from the property line in the street ROW. A connection fee, installation costs, pavement replacement costs, inspection fees, ledge and rock removal costs, and similar fees may be assessed as part of the new service charges. Any new services, including existing residences previously on a well, connecting to the water system in the High Service Area of the Lincoln Water Commission (roughly the section west of Old Louisquisset Pike, south of the George Washington Highway and north of Twin River Road) must also pay an impact fee. Applicants are reminded that the RI DOT requires tunneling under state highways, an activity which requires special equipment which is not provided by the LWC. No new service installations will be activated until all charges have been paid by the applicant.

MAIN SHUT-OFF VALVE

Every service will have an approved main shut off valve on a flared fitting immediately after entry into the building before the meter. An additional approved shut off valve will be installed after the meter, installed within two feet horizontally.

OWNERSHIP OF SERVICE

The service pipe from the distribution main up to and including the first valve at or near the front property line (residential curb stop) is owned and maintained by the Lincoln Water Commission and is considered part of the public water system. The first valve/curb stop is an emergency control and must be kept free and accessible at all times. Only employees of the Lincoln Water Commission are allowed to operate curb stops and valves. Any and all piping from the first valve/curb stop into the building is owned by the property owner and maintained through a plumber licensed by the State of Rhode Island.

INSTALLATION

The owner's service pipe from the curb stop to the building should be installed and completed before the Commission installs its portion of the service from the street main to the curb stop. The service must be installed in a straight line from the curb to the building and at a right angle to the street line. The first fitting on the copper tubing as it enters the building foundation is to be a flared fitting, no compression fittings are allowed. Service pipes must have five feet of cover to avoid freezing. Suitable backfill

material is required. The service pipe shall be inspected and approved by a representative of the Commission before backfilling.

Sewer lines crossing water lines must be encased in concrete, made of ductile iron pipe, or sleeved in a ductile iron pipe with the joints at least five (5) feet away from the water line. Water lines are to be installed a minimum horizontal distance of 10 feet from sewer lines and 5 feet from other utilities.

Whenever it is necessary to renew, repair, or replace a service pipe, the meter shall be reset to conform to the requirements for new installations, including the installation of a backflow device.

Where water services are installed to houses with existing wells, the well must be totally and completely separated from the public water system and inspected by the Commission prior to activation of the water service.

SERVICE PIPE MATERIALS (9/04)

The length of the service line is defined as the distance from the owner's side of the curb stop to the inside wall of the building to be serviced. Services with more than one joint between the curb stop and the inside wall of the house require a meter pit (max of 90 feet for 1 inch copper tubing). See Meter Pit Installation requirements for details.

Copper pipes are required for services up to 200 feet long where normal system pressure is greater than or equal to 60 psi. Type K copper pipe, 3/4 inch is required for services up to 100 feet long. Although not recommended, it may be used up to 150 feet long. One inch copper pipe, type K, is required for services up to 200 feet long.

Plastic pipes are allowed under the following circumstances:

- When the service length is greater than 200 feet;
- Where pressure is less than 60 psi and length is greater than 150 feet;
- Where approved by the LWC on a case-by-case basis.

A minimum size of 1-1/2 inches in diameter is required for plastic service lines up to 300 feet, and a minimum of 2 inches in diameter for lines over 300 feet long. Compression fittings with stainless steel inserts are to be used on all plastic connections. A meter pit is required due to the number of fittings involved. Pipe is to be Ultra High Density Polyethylene (PE) pipe copper tube size (CTS) rated at 160 psi for water service lines as manufactured by Yardley or approved equal.

Materials are to be used to minimize the number of joints in the service line. Water pressure and soil type varies throughout the water system and some materials may not be suitable for installation at all locations. Service pipes 4" in diameter and above shall be Class 150 cement mortar lined ductile iron pipe, manufactured in accordance with the latest AWWA specifications.

INSPECTION

Service pipes will be tested for water tightness and proper installation in the presence of a representative of the LWC before being covered up. A record of the inspection will be kept on file.

JOINT USE OF SERVICE TRENCH

Water pipes will not be placed in the same trench with any other utility and must be a minimum distance of ten feet from any sewer line or septic tank and five feet from any other utility. All water services must be installed a minimum horizontal distance of twenty-five feet from any cesspool or leaching field. Each building and/or tax lot is to have a separate service line from the owner's side of the curb stop to the premises served.

CROSS CONNECTIONS AND BACKFLOW PREVENTION (2/16/05)

All new non-residential services must be equipped with a reduced pressure backflow prevention device immediately after the meter. Existing non-residential services are required to retrofit according to a schedule as established by the *LWC Cross Connection Control Program*, latest revision. For all new construction and all retro fits on residential/commercial construction, the following process is required:

1. A double check valve is required on the service line immediately after the meter (WATTS series 007 for residential, WATTS series 009 for commercial)
2. Any installation in an area of 80psi or greater requires a pressure reducing valve before the meter (WATTS N45B; N55B). Most locations in the Town of Lincoln require a pressure-reducing valve.
3. A thermal expansion tank is required to be installed after the meter and before the first pipe junction. (WATTS Series DET).

TAPPING MAINS

No person except an employee of the Commission or an authorized representative will be allowed to tap the water mains, insert corporation stops, set meters, operate valves or otherwise interfere with the water system.

REPAIRS TO PROPERTY OWNER'S SERVICE PIPE

Property owners must keep their own pipes and fixtures in good repair and protected from frost and damage at their own expense. In case of a break in the section of the service pipe between the first valve/curb stop and the meter, the property owner shall immediately make the necessary repairs. Failure to make repairs at once shall be sufficient cause to shut off the supply. All such repairs shall incorporate current requirements. All repairs are to be inspected and approved by the LWC.

FROZEN SERVICES (2/11/04)

In the case of a frozen service complaint, LWC staff will first confirm that the service line from the main to the curb stop is clear or perform any necessary repairs on the LWC portion immediately. Staff will then confirm the extent and if possible the location of the frozen blockage on the property owner's side of the service line. If there is any question of further damage to other customers or to the public mains the curb stop will be excavated and the service line will be disconnected from the public main until the blockage is cleared by the property owner. A formal notice will be sent and final repairs are to be completed by the property owner as per the LWC Rules and Regulations. The property owner will be responsible for any costs incurred by the LWC. All repairs are to be inspected and approved by the LWC.

SECTION IV TEMPORARY SERVICES

FOR CONSTRUCTION PURPOSES

Contractors, builders, etc., requiring water for construction purposes, shall apply for a temporary service, and will be subject to the same rules and regulations as regular service installations. A meter and backflow device will be installed on the temporary service by the Water Commission and the cost of the meter, plus the cost of setting same, shall be borne by the applicant. Temporary services will be subject to the connection and installation charge in the current Rate Structure, plus the cost of removing the service at the end of construction. All charges shall be paid in advance including a deposit to cover the cost of the estimated amount of water to be used. If the actual consumption exceeds the deposited amount the applicant will be required to deposit additional sums. After completion of the work the Commission will refund any difference.

Fire hydrants will not be used for temporary water for construction purposes.

ILLEGAL USE

The Lincoln Water Commission will prefer charges in accordance with any applicable Federal or State laws including Title 42, Chapter 6A, Subchapter XII of the US Code; and Chapter 11-35 of the General Laws of the State of Rhode Island, Sections 11-35-6 and 11-35-7, against every person who shall bypass, tamper, or otherwise interfere with or connect to a water main or service pipe without permission.

SECTION V MAIN PIPE

DISTRIBUTION MAIN

Distribution mains are water pipes laid in the streets as feeders for consumers' service and hydrants. These pipes are owned and maintained by the Lincoln Water Commission and are considered part of the public water system.

FINANCING MAIN EXTENSIONS

If the Water Commission approves an application for the extension of distribution mains, the applicant will be responsible for the full cost of the main extension, including paving repairs. All such mains approved by the Lincoln Water Commission shall become the property of the Commission upon completion and will be maintained so long as there is sufficient demand for water service in said location.

PRIVATE PIPE PROHIBITED

Applications for permission to connect private pipes or mains to the distribution system will be rejected except in cases of emergency and at the discretion of the Board of Water Commissioners.

INSTALLING EXTENSIONS

Applications for permission to connect water main extensions to the distribution system must be approved by the Board of Water Commissioners. Mains to be installed must be in a recorded plat previously approved by the Town of Lincoln Planning Board. The developer must submit a formal application including detailed construction drawings that show the streets where the mains are to be installed, any proposed buildings with sewer and water connections, fire hydrants and all other utilities.

The plans will be reviewed by the Superintendent for compliance with Federal, State, and LWC regulations governing the construction of public water lines. Proposed extensions will be reviewed for positive impacts and potential improvement to the existing distribution system. In all new developments the installation of fire hydrants approximately 500 feet apart shall be included.

The contractor who is to install the water mains must be approved by the Lincoln Water Commission. A pre-construction meeting must be held prior to the installation of any water main. All materials, size and make of pipe, valves and fittings, installation procedures, testing and disinfection shall be in accordance with the latest revision of the *General Specifications for Installation of Water Mains* as adopted by the Lincoln Water Commission. Any and all water service connections to new mains will be made by the Commission. The installation must be inspected by the Commission before backfilling. Final as-built drawings are to be provided.

The contractor or developer must guarantee his workmanship for one year from the date of installation and any and all defects must be corrected free of charge. An agreement must be signed by the developer, indicating that all water mains will become the property of the Commission once they are installed and accepted.

All new subdivisions will pay a subdivision tie-in charge. Subdivisions and all property owners will pay the total main extensions costs plus the connection, water meter, and installation charges in accordance with the current Rate Schedule. A fee shall be paid by the developer, over and above the total cost of any water mains, to cover the cost of engineering, supervision and inspection by the Commission. Any new service connections in the High Service Area of the Lincoln Water System (roughly the section west of Old Louisquisset Pike, south of the George Washington Highway and north of Twin River Road) must also pay an impact fee. This fee is intended to provide a dedicated source of funding for the specific purpose of expanding the High Service Area to allow for future growth.

Dead Ends: (9/5/07) As a general policy, the Lincoln Water Commission will not accept plans that result in dead ends. However, the Lincoln Water Commission understands that in some rare instances the implementation of a dead end is the only practical solution, absent extraordinary and unreasonable additional construction costs, and that authorizing an exception to the general rule should be considered.

The Board further realizes that modern technology has resulted in a better Dead End system than those installed just a few years ago. In such instances where the Board has determined that no other practical solution exists and the Board wished to grant an exception to its Dead End policy, it would do so with the intent of continuing to create a safe and reliable water delivery system, while at the same time strengthening the existing system. To that end, the Board adopts the following specifics in the granting of the exception to install a dead end:

1. It must be certified by the Superintendent and an outside consulting engineer that no other practical alternative exists;
2. Formal application for an exception must be filed with the Board by the developer;
3. The developer shall agree to pay a one-time impact fee to offset the annual and perpetual additional cost incurred by the maintenance of the dead end water line. The fee shall be equal to fifty percent (50%) of the estimated total construction cost of the new dead end water line as certified by the Superintendent and an outside consulting engineer, and shall be due and payable in full before the installation of the proposed dead end water line.
4. All installations of dead end lines must be completed within five (5) years from the date of approval. If not completed within five (5) years, the exception will expire.
5. All installations must be approved by the Lincoln Water Commission, including methods, materials, contractors, and final testing.

SECTION VI FIRE SUPPLIES

SERVICE

The Water Commission may render a special service to private property for private fire protection purposes. Applications must be made by the owner of the property or his authorized agent and will be subject to all the provisions, including connection and installation charges as described in Section III.

DRAWINGS

The applicant must furnish a complete drawing showing the location of the premises to be supplied, together with location of all valves, pipes, hydrants, tanks, sprinkler heads and other appurtenances. The applicant also agrees to furnish drawings showing revisions to piping or appurtenances whenever the same are made.

ANNUAL CHARGES

The annual charge for this service shall be made in accordance with the current Rate Structure, based upon the size of the service connection. Charges for fire service shall be payable in advance of the date of installation, pro-rated for the remainder of the billing year for the district in which the property is located, and then annually in advance for each calendar year thereafter.

INSTALLATION TO BE APPROVED BY COMMISSION

The Water Commission expressly reserves the right to determine the necessity for and the advisability of granting any application for this special service, and the right to determine the size of service pipe which will be granted, depending upon the size of the street main, the available pressure on the main, and the nature and capacity of the fire protection equipment within the building.

CONNECTION TO DOMESTIC SERVICE PROHIBITED

No connection shall be made at any time between the fire supply and the regular water system to the premises. Valves and backflow devices placed on the system shall be of an approved style that can be sealed by the Commission.

FIRE FLOW TESTS

Fire flow tests will not be conducted by any fire district, fire department, insurance company, industrial plant or by any other person or persons without having first obtained permission from the Superintendent of the Lincoln Water Commission. This regulation applies to fire flow tests from all public fire hydrants, private fire hydrants, hose reels, or any other type of fire flow apparatus or appurtenances that are supplied from the public water supply. Should any damage be caused to the public water system by any fire flow test being made without the supervision of the Commission, the entire cost to correct or repair the damage to the system will be charged to the party responsible.

The Lincoln Water Commission will prefer charges in accordance with any applicable Federal or State laws including Title 42, Chapter 6A, Subchapter XII of the US Code; and Chapter 11-35 of the General Laws of the State of Rhode Island, Sections 11-35-6 and 11-35-7; against every person who shall bypass, tamper, illegally connect, or otherwise interfere with, or threaten to interfere with, the proper operation of the public water system.

NUMBER OF FIRE SERVICES

One fire service only will be allowed to any one building or premises: unless, in the opinion of the Water Commission more than one is absolutely necessary for the proper protection of the premises. All fire protection equipment connected to the public water supply shall be confined within the building or on the premises named in the application: and where two or more connections are made for one building or premises, they shall be kept separated, unless special permission is obtained from the Water Commission.

USE OF SERVICES

No water shall be drawn from the fire service pipes for any purpose whatever except for the extinguishment of fire. This paragraph is not to be construed as prohibiting a reasonable use of water for fire drills, drainage of systems to prevent freezing, or other reasonable use in connection with proper fire protection. Whenever water is used for this purpose, either by the owner or the insurance inspector making a test, the owner shall obtain a reading on the meter before and after the test and forward this information together with a brief description of the operations resulting in the use of water to the Water Commission.

CROSS CONNECTIONS

Any fire protection system supplied with public water shall be supplied exclusively with such water, and no connection will be allowed with any other source. Any fire protection system using water, foam, chemicals, or any other material from any other source shall be kept physically separate from the public water supply.

INSPECTION

All fire services shall be subject to periodic inspection by the Lincoln Water Commission. The owner shall give the inspectors all reasonable facilities for making the survey and any information concerning same that they may require. Care will be taken that inspections will be made with as little inconvenience to the owner as possible.

ILLEGAL USE

When any party is found to be using water from a fire service for purposes other than fire protection, the water shall be shut off until the offenders shall give reasonable assurance before the Water Commission that the offense will not be repeated. The Lincoln Water Commission will prefer charges in accordance with any applicable Federal or State laws including Title 42, Chapter 6A, Subchapter XII of the US Code; and Chapter 11-35 of the General Laws of the State of Rhode Island, Sections 11-35-6 and 11-35-7; against every person who shall bypass, tamper, illegally connect, or otherwise interfere with, or threaten to interfere with, the proper operation of the public water system.

METERS

All fire supplies shall be metered and conform to the provisions of Section II Meters. The owner may purchase and install a fire line compound meter as directed by the Water Commission, provided it is a type approved by said Commission and the National Board of Fire Underwriters. The owner may purchase and install a detector check valve with a by-pass meter, provided it is a type approved by the Water Commission and the National Board of Fire Underwriters; but the Commission reserves the right at any time to require the owner to install a fire line compound meter.

PRIVATE FIRE PROTECTION

Customers desiring private fire protection should first consult the Superintendent as to the nature of service available. Such service will be rendered in accordance with applicable rules of the Lincoln Water Commission and the current rate schedule.

USE OF HYDRANTS

Public fire hydrants are installed for the sole purpose of fire protection and will not be used for other purposes without the written consent of the Water Commission. In no case shall fire hydrants be operated by any person other than an employee of the Water Commission or members of the Fire Department. The unapproved use of fire hydrants for any other purpose will be considered Illegal Use.

SECTION VII GENERAL

CROSS CONNECTIONS PROHIBITED

No person shall cause a physical connection to be made between the public water supply and any other water supply for any purpose whatsoever. No connection of any kind is allowed between private wells and the public water supply.

No fixture shall be supplied directly from the public water system through a flushometer or other valve unless such valve is set above the fixture in such a manner as to prevent any possibility of backflow.

No plumbing fixture, device or construction shall be installed which will provide a cross connection between the water supply and a drainage system, soil or waste pipe. Draw off pipes for draining sprinkler systems shall not be connected into a drainage system or a submerged pit.

If the public water supply is delivered to a tank which is also supplied with water from any source other than the public water supply, or to a tank in which there are chemicals, dyestuffs, or other materials used in processing, such tanks shall be open to atmospheric pressure and the public water supplied above the maximum level in the tank. The tank shall be equipped with an overflow pipe of ample size to fix definitely the maximum level of water. There shall be at least six inches between the invert of the pipe supplied with public water and the maximum tank level. The public water supply shall also be protected by an approved backflow device.

PUMP CONNECTION

No pump shall be directly connected to any public main or service for the purpose of increasing the water pressure unless prior written authorization and approval has been obtained from the Water Commission. All such installations shall be equipped with approved backflow devices.

MAINTENANCE OF PLUMBING

To prevent leaks and damage, all customers shall maintain at their own expense the plumbing and fixtures within their own premises in good repair and protect them from freezing and damage.

MAINTENANCE OF METER

Repairs and replacements necessitated by ordinary wear will be paid for by the Commission for meters two inches and smaller. Meters larger than two inches are the responsibility of the consumer. Damage caused by freezing, hot water, neglect, or by other cause within the control of the customer will be charged to the customer, including the cost of removing and replacing the damaged meter.

FLUCTUATION OF PRESSURES BY CUSTOMER'S APPARATUS

No customer shall install or use water consumption apparatus which will affect the Water Commission's pressure or operating conditions or so as to interfere with the service of another customer. Where a customer has or proposes to install apparatus which requires water in sudden and material quantities, impairing the pressure to the detriment,

damage, or disadvantage of other customers, the Commission reserves the right to require such customer to install devices or apparatus which will confine such fluctuation of demand and pressure within reasonable limits as determined by the Commission. If the customer, after receiving written notice, fails to present an acceptable remedial plan within a reasonable time limit set by the Commission the service will be discontinued.

SAFEGUARDING DIRECT PRESSURE WATER DEVICES

All customers having direct pressure water devices, including but not limited to hot water tanks, or secondary systems supplied by automatic feed valves should have installed and maintained in operating condition appropriate vacuum, temperature, and pressure relief valves or cutouts in the water system and/ or secondary system to prevent damage to the water device or secondary system or their appurtenances should it become necessary to shut-off the water main or service or should a pressure failure occur for any other reason. Water service supplied to any customer, not providing such protective devices will be strictly at the risk of the customer, and the Water Commission will not be held liable for damage resulting from the lack of or failure of such protective devices.

WINTER CONSTRUCTION

No new service, extensions, or mains will be installed for the convenience of a customer during winter conditions unless the customer assumes all extra expense over ordinary construction costs.

WATER EMERGENCIES (10/9/02)

In case of shortage of potable water due to drought, equipment malfunction, interruption of supply, or other adverse conditions, this policy will be implemented by the Lincoln Water Commission to preserve the available water for essential needs, including fire protection and public health.

A Water Emergency will be declared by the Water Superintendent and a legal notice to that effect will be placed in all the daily newspapers serving the Town of Lincoln. Additional notice to the public will be given through the use of local radio and television stations, weekly newspapers, posting notices in public places, and erection of signs at various locations. Notice will also be given to town and State emergency response agencies, including Fire and Police.

Restrictions:

1. Usage restrictions will be based on the odd-even system of street addresses.
2. Odd numbered street addresses will be under usage restrictions on the even days of the month, and even numbered street addresses will be under usage restrictions on the odd days of the month.
3. Severe shortages will result in Town-wide restrictions.
4. Details of the restrictions will be declared as part of the Water Emergency notice and will be determined by the nature of the emergency.
5. Hours of consumption, usage of lawn sprinklers, usage of all outside water, usage of non-emergency water, or other similar restrictions may be included.
6. The restrictions may be amended during the course of the emergency.
7. The restrictions on water usage will remain in place until the Water Emergency has been declared over by the Superintendent.

Penalties:

1. Written warnings will be issued by the Water Commission staff for a first offense.
2. The written warnings will contain the date, location, nature of violation, name of issuing Water Commission staff, and details of the restrictions.
3. These warnings will be given to residents or posted in a conspicuous location at the address of the violation.
4. Follow up inspections will be carried out within Twenty-Four (24) hours to insure compliance with the usage restrictions.
5. A second offense will result in a fine of One Hundred Dollars (\$100.00) to be added to the property water bill.
6. A third offense will result in a Five Hundred Dollar (\$500.00) fine.
7. A fourth offense will result in immediate termination of the water service.

INTERRUPTION IN SERVICE OR DAMAGE

The Water Commission furnishes water and not pressure, and does not guarantee a continuous supply. No responsibility will be assumed for any damage to any apparatus in any house or building due to the interruption of water service without notice, either for repairs on account of a break in the pipelines or other necessary operations.

No person shall be entitled to damages, nor to have any portion of a payment refunded, for any interruption of supply occasioned by accident to any portion of the works; nor for purposes of additions or repairs; nor for non-use occasioned by absence; or any other reason.

If, by reason of shortage of supply or for the purpose of making repairs, extensions, connections, or placing or replacing meters, or for any reason beyond the control of the Water Commission, it becomes necessary to shut off water in a main or service, the Commission will not be responsible for any damages occasioned by such shut-off, and no adjustment of rates will be allowed unless the interruption is in effect for a continuous period in excess of ten days, in which case a proportional adjustment of rates will be made. 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 Commission will not be responsible for damage caused by discolored water or unsatisfactory water service which may be occasioned by cleaning of pipes, reservoirs or standpipes, or the opening or closing of any valves or hydrants, or any abnormal condition, unless caused by the lack of reasonable care on the part of its staff. The Commission will not be responsible for meeting unusually high water quality standards for specialized or industrial customers.

NOTICE OF INTERRUPTION OF SERVICE NOT REQUIRED

While it is the intention to give notice, as far as possible, in advanced of any work which must be done that will necessitate interruption of the supply, such notice is to be considered a courtesy only and not a requirement on the part of the Water Commission or its employees. In case of an emergency, such as break in pipelines, water may be shut off at any time without notice.

Failure of tenant or property owner to receive notice of interruption of service shall entail no responsibility on the part of the Commission or its employees. Property owners must so install heating boilers, hot water tanks and other installations connected with the water supply system with adequate safeguards so that damages will not occur if the water is shut off without notice.

UNAUTHORIZED USE OF WATER (10/9/02)

The Lincoln Water Commission will prefer charges in accordance with any applicable Federal or State laws including Title 42, Chapter 6A, Subchapter XII of the US Code; and Chapter 11-35 of the General Laws of the State of Rhode Island, Sections 11-35-6 and 11-35-7; against every person who shall bypass, tamper, illegally connect, or otherwise interfere with, or threaten to interfere with, the proper operation of the public water system. Any and/or all services, valves, or hydrants found to be activated by other than Lincoln Water Commission personnel are considered to be for the purpose of obtaining water without authorization and subject to fees for termination, securing the service, reactivation, and estimated water use. To prevent continued unauthorized water use the Lincoln Water Commission may, in its discretion disconnect the service. All associated costs will be the responsibility of the property owner.

Penalties and Fees:

1. Service will be shut off immediately and the meter secured.
2. Estimates of residential water consumption will be based on Three Hundred (300) gallons per day from the last date of inspection or date of service installation, and billed at the highest current rate.
3. Estimates of commercial water consumption shall be based on an average of the last three years consumption.
4. Service reactivation will be scheduled only after payment of all outstanding fees.
5. A second instance will result in an additional fee of Five Hundred Dollars (\$500.00) to the above costs.
6. Costs for each of the above procedures will be charged on a time and material basis and will include all benefits, administrative costs, vehicles, and equipment used.
7. Occupants of the premises will be subject to prosecution.

RE-SALE OF WATER

No consumer, except with the written consent of the Water Commission previously obtained, will be allowed to furnish water to other persons or property or to suffer such persons to take it themselves. Violations of this regulation may cause the supply to be shut off and the water rate already paid forfeited.

WATER CHARGES TO ONE PERSON

When water shall be supplied to more than one party, through a single service, the bill for the whole supply furnished through such service will be made either to the owner of the property or to some one tenant who shall agree to be responsible therefore. In case of non-payment, the water may be shut off, notwithstanding one or more parties may have paid the proportion due from him or them.

WATER WASTE

Water should not be allowed to waste through any faucet or fixture to prevent freezing, or kept running any longer than necessary in its proper use. The Commission is required to conserve water and prevent any and all wastage; and, to that end, may, when necessary, turn off the water or take such other action as in its judgment may be proper.

RIGHT TO MAKE INSPECTION

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

STOP VALVE

Every water service line must be provided with an operable stop valve (1/4 turn ball valve) located immediately inside the building before the first fitting, easily accessible, and protected from freezing. All piping shall be so arranged as to prevent back-siphonage and to permit draining whenever necessary.

DISCONTINUANCE OF SERVICE

Service may be discontinued for non-payment of water bills or for violation of any of these rules or regulations. Service once discontinued will not be restored until the cause has been removed and until arrears and penalty charges, if any, have been paid.

Service discontinuance for a rule violation shall not be made without forty-eight hours written notice except for emergencies, fraudulent use of water, or violation of the Cross-Connection Regulation.

DUCTILE IRON MAINS REQUIRED

In any parts of the public water system Class 52 ductile iron pipe shall be used, in 18' or 20' nominal lengths, cement lined bituminous coated on the outside, in accordance with the latest AWWA specifications.

REQUEST FOR TURN ON

After service has been shut off for any reason except repairs or non-payment of assessments, it shall not be re-established unless a written order is given the Commission by the owner or his authorized agent.

REFUSAL TO GIVE SERVICE

No water shall be furnished to any property, person, or business, which is indebted to the Lincoln Water Commission for water service.

PENALTY FOR VIOLATION OF RULES

If the owner, agent, lessee, tenant, or person in charge of any premises, shall violate any rule or regulation of the Water Commission affecting said premises, and shall fail to remove any violations or comply with any written order pertaining thereto within

thirty days after which order shall have been sent by mail to the last known address of such person, said Commission may discontinue service to such premises.

If the violation constitutes a health or safety hazard the water service may be discontinued immediately.

The water service will not be restored until the rule or regulation so violated shall have been complied with to the satisfaction of the Commission, and all fees paid for turning the water off and on.

AMENDMENTS

The Water Commission reserves the right to make such amendments to these rules and regulations as may be necessary for the preservation and protection of the public water supply system.

SECTION VIII SUGGESTIONS TO CONSUMERS

WATER METER

Consumers are advised to learn to read the meter in order that they may verify the meter reading appearing on the bill. The meter will not tell how the water was used; but it will tell how much is being used or wasted. Its function is to protect the Lincoln Water Commission against the enormous loss from waste or extravagant use, and to fix the charge to consumers according to the services received.

Water meters are made with great care and precision and should, with reasonable care, give years of satisfactory service. All meters before being set have been carefully checked and tested for accuracy, and are sealed when placed in service. This seal must not be broken by the consumer.

WASTE AND LEAKAGE OF WATER

If a meter suddenly shows an unexplained increase in consumption, one of two things has happened; either a leak has started, or water has been wasted. Waste and leakage of water is expensive, not only to the customer, who pays a larger water bill, but also to the water system, which must provide a larger infrastructure than necessary to meet the increased water demands. Conservation of water results in savings to both the customer and the Lincoln Water Commission. Further information and retrofit water saving residential kits are available at the office.

DETECTION OF LEAKAGE

All fixtures supplied by the meter should be shut off, and the small test hand on the meter observed for a period of ten to fifteen minutes. If the test hand moves a leak is indicated, the size of which may be determined by timing the test hand. If the leak cannot be located, a licensed plumber should be called as Lincoln Water Commission employees are not authorized to do work on private property.

LAWN SPRINKLERS

The Lincoln Water Commission's daily water demand sometimes *triples* in the summer months, mainly due to lawn sprinklers. Because residential meters are read infrequently, many people with sprinklers are surprised at the size of their bill. Some older sprinkler systems are automatic and run off timers, which operate even in the rain. Newer systems have rain sensors, which compensate for wet weather, and use less water.

Established lawns need approximately one inch of water a week, including rainfall. If there has been an inch of rain during the week lawns do not need any more water. One easy way to measure how much water the lawn is getting is to place a small container, like a pie plate, on the grass near a sprinkler head. Time how long it takes for an inch of water to collect in the container. This will give the homeowner an idea how long to run the sprinklers. Subtract any rainfall during the week so the total amount of water used on the lawn is only one inch. Watering above this amount only wastes water and increases the water bill for the consumer. Deep root growth is encouraged by a thorough watering once per week, rather than several brief waterings.

Another water saving tip is to let lawns be their own shade. Keeping the grass 2 to 3 inches high during the hot summer months shades the roots, helps retain moisture, and encourages strong root growth.

The Lincoln Water Commission follows an annual policy of voluntary Odd/Even day lawn watering from Memorial Day to Labor Day. In case of a water emergency additional restrictions may apply.

SECTION IX REFERENCES

Additional information is available from these other references. The following is not intended to represent a full list of all the applicable federal, state and local regulations, or industry standards, applicable to public water supply systems. All references refer to the latest amendment or publication.

Federal:

The Public Health, Security and Bioterrorism Preparedness and Response Act of 2002
(PL 107-188)

The Clean Water Act 1972

The Safe Drinking Water Act (SDWA 1996)

United States Code, Title 42, The Public Health and Welfare

Chapter 6A, Public Health service

Subchapter XII, Safety of Public Water Systems

Part D, Emergency Powers

Sec. 300i-1. Tampering with Public Water Systems

US Environmental Protection Agency, Office of Ground Water and Drinking Water

US Department of Labor, Occupational Safety and Health Administration (OSHA)

State:

State of Rhode Island General Laws, including but not limited to:

Title 11, Criminal Offenses

Chapter 11-35, Public Utilities

Section 11-35-6, Interference with gas or electric or water meters

Section 11-35-7, Bypassing meters

Section 11-35-28, Trespassing on utility right-of-way

Title 46, Waters and Navigation

Chapter 46-13 Public Drinking Water Supply

Chapter 46-15 Water Use and Efficiency Act

Rhode Island Department of Health, Office of Drinking Water Quality

Rules and Regulations Pertaining to Public Drinking Water

Rhode Island Department of Environmental Management, Office of Water Resources

Rhode Island Water Resources Board

Rhode Island Department of Transportation

Rhode Island Clean Water Finance Agency

Local:

An Act Providing for a Public Water Works System in the Town of Lincoln, State of Rhode Island General Assembly, Chapter 3564, signed by Governor Dennis J. Roberts April 27, 1955

The Charter of the Town of Lincoln adopted November 4, 1958, Article XIII, Board of Water Commissioners

The Lincoln Water Commission General Specifications for Installation of Water Mains.

The Lincoln Water Commission Cross Connection Control Program.

Industry:

American Water Works Association (AWWA)

New England Water Works Association (NEWWA)

Rhode Island Water Works Association (RIWWA)

Ductile Iron Pipe Association (DIPRA)

American National Standards Institute (ANSI)

Atlantic States Rural Water and Wastewater Association (ASRWWA)