TOWN LINCOLN WATER DEPARTMENT
Rules & Regulations

Board of Water Commissioners
May 4, 2021

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Town of Lincoln Water Department
Rules & Regulations

SECTION 1.0 GENERAL

1.1 MISSION STATEMENT

It is the mission of the Lincoln Water Department (LWD) or Department to provide our customers with a safe drinking water supply, water for fire protection, and an adequate supply of water for our essential daily needs. The department strives to supply high quality water to its customers that meets or exceeds all federal, state, and local requirements. This is accomplished, in part, by maintaining the Flint's Pond watershed and the Tower Road well groundwater recharge area. Our goal is to produce and distribute our product in the most efficient way, while maintaining and upgrading the system to meet future requirements.

1.2 INTRODUCTION

The Town of Lincoln Water Department is committed to the protection and preservation of the Town's interests for residents and the community. The following regulations, until further notice, shall be considered a part of the contract with every person who uses municipal water

These regulations have been revised and adopted on April 27, 2020, as an acknowledgement of this commitment to the public and the Lincoln community. It is the intent of these regulations to require that only the highest standards of construction be permitted in order to ensure the continued dependability, quality and performance of publicly owned facilities.

1.3 REQUIREMENTS

These regulations, as approved by the Water Commission, are considered the minimum acceptable standards to be followed governing planning, materials and construction and installation of public water distribution systems. In addition to the specifications contained herein, all installations shall conform to:

a) Current American Water Works Association (AWWA) standards for materials and construction practices;
b) Currently acceptable engineering standards for design construction of utility systems;
c) Current Massachusetts Department of Environmental Protection (MADEP) regulations for the construction and installation of water facilities;
d) Requirements of the National Board of Fire Underwriters (NBFU);
e) Regulations of the United States Environmental Protection Agency (USEPA);
f) Town of Lincoln Board of Health (BOH) bylaws, codes and ordinance requirements;
g) Town of Lincoln Planning Board bylaws, codes and ordinance requirements; and
h) Town of Lincoln Building Department bylaws, codes and ordinance requirements.

Nothing contained herein shall be construed as limiting the authority of the LWD to approve, reject or modify any plans or proposals for the construction and installation of water distribution systems. LWD further reserves the right to order any such field changes as may be required during the construction phase of any such project.

1.4 JURISDICTION

The water supplied and installations up to and including meters are the sole property of the Department and are therefore assumed to be under jurisdiction of the Department. No person, except an employee or those authorized in writing by the Department, shall be allowed to install, repair, or remove any pipe, fixture or connection on the street side of the meter or equivalent dividing point. No person(s) may operate any valve or hydrant within jurisdiction of the LWD without prior authorization from the Department. The Water Department may at any reasonable time enter any premise supplied with water by the Town for the purpose of examining or removing a meter, pipes, fittings and works for supplying or regulating the supply of water and for ascertaining the quality of water consumed or supplied per General By-laws of the Town of Lincoln, Article IX, Section 13 and Pursuant to Massachusetts General Laws Chapter 165, Section 11D.

1.5 MISCELLANEOUS

No alterations shall be made to water services, between the water main and water meter without prior knowledge and approval of the Water Department.

Non-emergency water construction shall not be commenced between November 15th and April 1st without specific approval of the Water Commissioners.

The Water Commissioners shall not in any way nor under any circumstances, be held liable or responsible for any loss or damage from any excess or deficiency in the pressure of the system. The Water Department will undertake to use all reasonable care and diligence to avoid interruption of service but cannot and does not guarantee that such may not occur.

The Water Department shall not be responsible for damages caused by dirty water resulting from the opening or closing of any gate valves, repairs or maintenance to the system, or the use of hydrants.

The Water Department shall, when conditions allow, attempt to notify consumers, in areas expected to be affected, of any work or disruptions in service. Emergencies and breaks cannot be anticipated and therefore notice may not always be given.

Although every attempt will be made to provide advance notification, the Water Department reserves the right to shut off water for the purpose of making alterations or repairs with or without prior notice.

A water service may be shut off from any customer or contractor for non-compliance with Water Department rules and regulations for non-payment of bills related to said service, or for violation of Massachusetts General Laws. When water has been shut off because of disregard of the rules or non-payment of fees, it will not be turned on until the Commissioners are satisfied that there will be no further for cause of complaint and after payment of a turn-on fee. This fee may be amended from time to time by the Water Commissioners.

The Fire Department shall have control of hydrants during a working fire and shall immediately notify the Water Department of hydrant use. In no other case will any person be allowed to handle hydrants or other water system apparatus without permission of the Water Commissioners or their representative.

To eliminate the possibility of cross connection, service pipes or fixtures of any description that are connected to the mains of the Water Department shall not, under any circumstances, be connected with any other source of water supply.

Trespassing on around or in Flint's Pond or its watershed area is prohibited. Whoever violates this provision shall be punished consistent with the fines and penalties of the General Laws of the Commonwealth of Massachusetts.

1.6 SEASONAL CUSTOMERS

It is the responsibility of the seasonal water customer to contact customer service at 781-259-2669 to schedule the turn on and turn off of the seasonal service. The Water Department will not automatically go out each season to perform this service. A work order needs to be generated to keep track in our records.

The water needs to enter the premise only under the customer's control. A representative must be present to witness the activation and deactivation of the seasonal service. This procedure is in place to avoid wasted water through leakage or potential damage to property. The customer shall be responsible for draining/winterizing the plumbing of the subject dwelling or service.

SECTION 2.0 CONSTRUCTION DESIGN

2.1 WATER MAIN DIAMETER

The minimum size of a water main for providing fire protection and serving fire hydrants shall be eight (8) inches in diameter. Larger sized mains shall be provided where necessary to allow the withdrawal of the required fire flow while maintaining the minimum residual pressure of 20 psi at ground level at all points in the distribution system under all conditions of flow.

2.2 DEAD ENDS

Dead ends shall be minimized by looping of all mains whenever practical. Dead end mains shall not be permitted.

2.3 CROSS CONNECTIONS

There shall be no connection between a public water supply and any non-public water source unless the public water system is protected by a method meeting the requirements of the MADEP 310CMR 22.22.

2.4 SEPARATION OF WATER MAINS AND UNDERGROUND UTILITIES

Other utilities crossing water mains shall cross at or near perpendicular. There shall be an 8-inch minimum clear vertical dimension and a 5-foot minimum clear horizontal dimension each side between water mains and any other utility pipe, conduit or wire.

2.5 VALVE LOCATION AND SPACING

Sufficient valves shall be provided on water mains so that inconvenience and sanitary hazards will be minimized during repairs. In-line main gate valves shall be located at not more than 700-foot intervals. Water main intersections shall be valved each way.

Hydrants shall be located so that no structure is situated more than 500 feet from a hydrant as measured along the street and driveway. The hydrant lead shall be a minimum of six (6) inches in diameter. Auxiliary valves shall be installed in all hydrant leads. Water mains less than eight (8) inches in diameter shall not have fire hydrants connected to them.

Dead ends shall be minimized by looping all mains whenever practical. Where dead-end mains occur they shall be provided with a fire hydrant if flow and pressure are sufficient, or with an approved flushing device. No water service shall be connected beyond the end hydrant.

2.6 AIR-RELIEF VALVES

At high points in water mains where air can accumulate, provision shall be made to remove the air by means of hydrants or air relief valves. Automatic air-relief valves shall not be used in situations where flooding of the manhole or chamber may occur.

2.7 SURFACE-WATER CROSSING

Surface-water crossings whether over or under water present special problems.

2.7.1 Above-Water Crossing: The pipe shall be adequately supported and anchored, protected from damage and freezing, and accessible for repair or replacement.

2.7.2 Underwater Crossing: A minimum earth cover of two (2) feet shall be provided over the pipe. When crossing water courses are greater than fifteen (15) feet in width, the following shall be provided:

> The pipe shall be of special construction, ductile, cement-lined, with flexible watertight joints. Pipe shall conform to the requirements of ANSI/AWWA C-151/A21.51. Joints for such pipes shall conform to the requirements of ANSI/AWWA C-111/A21.51 and be equal to Griffin SNAP-LOC.

Valves shall be provided at both ends of a water crossing so that the section can be isolated for testing or repair; the valves shall be easily accessible, and not subject to flooding; the valve closer to the supply source shall be in a manhole.

Permanent taps shall be made on each side of the valve within the manhole to allow insertion of a gauge for testing to determine leakage and for sampling purposes.

All water mains shall have a minimum of five (5) feet of cover.

2.8 EASEMENTS

Water main easements shall have a minimum permanent width of twenty (20) feet. There also shall be a work easement of an additional twenty (20) foot width.

2.9 SMALL MAINS

Any departure from minimum pipe size requirements must be justified by hydraulic analysis and future water use estimates. They shall only be considered in special circumstances with the approval of the Water Commissioners.

2.10 SUBMITTAL OF PLANS

a) All plans for the construction, modification, extension, replacement or repair of water distribution systems or facilities shall be submitted at least 60 days prior to the planned commencement date;
b) Plans shall be submitted to the LWD;
c) Four (4) complete sets of plans and specifications are required for submission;
d) All plans must be certified by a Registered Professional Engineer;
e) All system plans must include a reduced scale plan of 1 inch = 200 feet; and
f) Include an application for service.

2.11 STOP WORK ORDER

A stop work order shall mean the immediate cessation of all construction activities for a designated project and may be ordered by the Water Superintendent or their duly authorized representative for failure of any contractor or contractor representative to:

a) Abide by the policies contained herein;
b) Conform to all laws, regulations and requirements of all local, county, state and federal agencies having regulatory authority with regard to construction-related activities;
c) Perform in a professional-like manner; or endanger or otherwise engage in practices that affect the general health, safety and welfare of the public, contractor employees or LWD employees.

SECTION 3.0 DRAWINGS

Prior to preparation of drawings pertaining to water main construction, a pre-design conference with the Water Superintendent is recommended.

Four (4) copies of design drawings shall be provided to the Water Department for review and approval prior to the commencement of construction. Drawings shall show:

a) Location within street layout, easement lines and/or property lines
b) Piping, fittings, gate valves, hydrants, thrust blocking, corporation and curb stops
c) Location of all other existing or proposed utilities
d) Elevations and topographical data
e) Stationing
f) Radius of turns
g) Detail cuts of both typical and unusual situations
h) Service connections in their approximate location
i) Materials of construction
j) Length of water service from the main to the curb stop
k) Length of the water service to foundation; and
l) Distance from the septic and leaching field.

3.1 AS-BUILT DRAWINGS

Upon completion of water main construction, as-built plans showing the actual location of the water main and appurtenances as constructed shall be prepared and provided to the Water Department. In addition to the data required, the drawing shall also show three (3) tie dimensions to all gate valves and curb stops. Water detail shall be highlighted on the plan for ease of visibility. Electronic copies of the as-built plans are also acceptable, if the plans are easily accessible and viewable by standard software applications (e.g. PDF format). Submittal and approval of final as-built plans must be received and approved by the Superintendent prior to acceptance by the Department.

SECTION 4.0 MATERIALS

All materials shall be of domestic manufacture and shall conform to all applicable AWWA standards of construction and installation. Materials shall be of a type as specified by the Water Department. All materials shall be lead free.

4.1 PIPE

All proposed water main and water service piping plans shall have been approved by the Water Department prior to construction.

The Water Department must be advised at least two (2) weeks prior to commencing construction.

The contractor shall furnish, lay, joint, test and disinfect all pressure pipe, fittings (including special castings), and appurtenant materials and equipment, as indicated on the drawings and as herein specified.

All joints in buried exterior pipelines shall be either push-on joints or mechanical joints, except as indicated otherwise on the drawings and approved by the Water Commissioners.

All joints on bends, gates and castings shall be mechanical joints.

Pipe shall be Ductile Iron Super Bell-Tite joint, AWWA C151Class 52, double cement lined AWWA C104, double thickness, bituminous coated, and in 18-20 foot lengths. Pipe shall be manufactured in full conformance with ANSI/AWWA C-151/A21.51, ANSI/AWWA C-111/A21.11 for push-on joints and ANSI/AWWA C-104/A21.4 for cement mortar lining and seal coating.

Unless otherwise indicated or specified, ductile-iron pipe shall be at least thickness Class 52 for pipe twelve (12) inches in diameter and smaller and at least thickness Class 50 for pipe larger than twelve (12) inches in diameter.

Pipe for use with sleeve-type couplings shall be as specified above except that the ends shall be plain (without bells or beads). The ends shall be cast or machined at right angles to the axis.

All pipe and fittings shall be tested at the foundry as required by the standard specifications to which the material is manufactured. The contractor shall furnish upon request to the Water Department sworn certificates of such tests.

4.2 SERVICE LATERALS AND EXTENSIONS

Service laterals and extensions shall be 1" or 2" in diameter polyethylene Endopure™ PE-Class 200 or Type "K" copper tubing, as per AWWA C800 standard (Endopure required as of August 2000**).** All services shall be installed perpendicular to the water main from curb box.

4.3 VALVES

Main valves and service valves greater than 2" shall be gate type, mechanical joint, resilient seated, epoxy coated, open right valves meeting AWWA C509 standards and of a type as specified by the Water Department. The Standard model in use is Mueller type A2360. All other valves shall be as specified by the Water Department.

All Gate valves shall open right.

Gate valves for pipe up to and including eight (8) inch diameter may be either: double disc "Metropolitan" pattern meeting or exceeding AWWA C-500 (latest revision), or resilient wedge valve meeting or exceeding AWWA C-509, standard for resilient gate valves. Either type should have interior epoxy coating, AWWA C550

Valves for all pipe over eight (8) inches in diameter shall be butterfly valves meeting or exceeding AWWA C-504 (latest version).

Each buried valve shall be provided with a valve box. Valve boxes shall be of rough, even-grained cast iron and of adjustable, slip, heavy-pattern type. They shall be designed and constructed to prevent the direct transmission of traffic loads to the pipe or valve. The upper or sliding section of the box shall be provided with a flange having sufficient bearing area to prevent undue settlement. The lower section of the box shall be designed to enclose the operating nut and stuffing box of the valve and fit over the gate valve bonnet or butterfly valve operator. The boxes shall be adjustable through at least six (6) inches vertically without reduction of the lap between sections to less than four (4) inches.

4.4 CURB BOXES

Curb boxes shall be cast iron, 2-piece slide-type with 1 piece lid. They must have a stationary rod to attach to a curb stop. The standard model in use is Mueller H-10334 or H-10310.

4.5 CURB STOPS

Curb stops for 1 inch and 2 inch service laterals shall be of all brass construction, compression-type connection, with a 1-piece closed-bottom body and O ring seals meeting AWWA C-800 standards. Standard model in use is Mueller B-25209.

4.6 CORPORATION STOPS ONE (1) INCH

For 1-inch service connections, corporation stops shall be of brass alloy construction using AWWA taper ("CC") thread at inlet connection and CTS compression connection at outlet. They must meet AWWA C-800 standards. The standard model in use is Mueller B-25008.

4.7 CORPORATION STOPS TWO (2) INCH

For 2-inch service connections, corporation stops shall be of 1 piece bronze body construction, using O ring type seals with AWWA taper ("CC") threads at inlet connection and CTS compression connection at outlet. They must meet AWWA C-800 standards. The standard model in use is Mueller B-25008**.**

4.8 FIRE HYDRANTS

Shall be National Standard Thread, open left, with a 5.25-inch main valve, two 2.5-inch hose connections and one 4.5-inch steamer connection and be of breakaway design in accordance with AWWA C502 standards. Standard model in use is American Waterous Pacer with 8-inch boot. WB–67–250 only. They shall open left (counter-clockwise). Hydrants shall be ample height for six (6) feet of trench. Hydrants shall be shop painted red in accordance with AWWA Specifications. The breakaway flange shall be 2 inches above final grade. All hydrants shall be marked with a red metal flag mounted on the 2 inch nozzle and assigned an identification number. They shall be certified as complying with NSF/ANSI Standard 61 and NSF/ANSI 372 which is in compliance with the Safe Drinking Water Act.

Hydrants shall have two (2) 2.5-inch diameter hose nozzles 180-degrees apart and one (1) 4.5-inch diameter steamer nozzle all having national standard thread. The operating nut shall be a 1.5-inch #7 pentagon.

Hydrants shall be traffic type connected at ground line by frangible cast two piece coupling. Breakable bolts are unacceptable.

Main valve seat ring shall be threaded into a bronze subseat of bushing. Two (2) O-rings, located above and below drain channel shall seal against bronze or epoxy coated iron. Bronze subseat shall be an integral part of elbow and attach independent of low standpipe to elbow flange connection.

Elbow shall have 6-inch mechanical joint with accessories.

Hydrant extensions shall be able to be installed without need for excavation.

Operating nut shall be ductile iron; bronze operating nuts are unacceptable.

There shall be a relatively level area to a 4-foot radius around the hydrant. This is to provide stable footing for maintenance and connecting fire lines to the hydrant.

Two full sets of disassembly tools shall be supplied by manufacturer at no cost to the Town of Lincoln with the acceptance of any hydrant that is not currently in the system.

Hydrants shall open left, with open direction arrow cast on bonnet.

4.9 FITTINGS

Fittings shall be compact, ductile iron, Class 350, with mechanical joint cement lines, manufactured in full conformance with ANSI/AWWA D-153/A21-553. Cement lining shall conform to ANSI/AWWA C-104/A21.4. Mechanical joint nuts and bolts shall be high strength, low alloy steel conforming to AWWA/ANSI C-111/A21.11.

4.10 COUPLINGS

Couplings shall be made of ductile iron meeting or exceeding ASTM A536-80, Grade 65-45-12 or high quality gray iron conforming to ASTM A48. Gaskets shall be virgin SBR compounded for water and sewer service, meeting or exceeding ASTM D2000 3 BA715. Nuts and bolts shall be high strength, low alloy steel conforming to ANSI/AWWA C-111/A21.11.

4.11 TAPPING SLEEVE AND VALVE

Tapping sleeve shall be a mechanical joint with outlet flange conforming to AWWA C-110 Section 10-14 with drilling recessed for tapping bivalve; must be cast or ductile iron and must include a test plug so that valve and sleeve may be pressure tested before tap is made. Rated working pressure for sizes 4x4 through 12x12 shall be 200 psi, 16-inch sizes shall be rated at 150 psi. A stainless steel full body tapping sleeve may be allowed at the discretion of the Water Department Superintendent.

Tapping sleeves shall be extra heavy pattern designed to withstand the strains of making wet tap connections and they shall be of sizes suitable for use on the pipe on which the respective sleeve is to be installed. Cast iron tapping sleeves shall be as approved by the LWD.

Tapping sleeves shall be of the mechanical joint end seal type designed for a working water pressure of 200 psi and shall be of the same manufacturer as the tapping valve with which they are used. Outlet sealed tapping sleeves will not be acceptable.

Tapping sleeve outlet flanges shall have dimensions and drillings that comply with ANSI.B16.1, class 125.

Tapping valves shall be furnished with flanged ends on the upstream side, which shall register with the flange of the tapping sleeve. Downstream ends shall be furnished with a mechanical joint bell end for connection to the branch water main, and a special flange to permit drilling machine and adapter to be attached.

4.12 THRUST BLOCKS

Thrust blocks, where required, shall be of concrete and shall have a compressive strength of 3000 psi at 28 days. Blocking shall be placed between solid ground and the hydrant, bend or fitting to be anchored. Unless otherwise indicated or directed, the base and thrust bearing side of the thrust blocks shall be poured directly against undisturbed earth. The sides of thrust blocks not subject to thrust may be poured against forms. The area of bearing shall be as directed. Blocking shall be placed so that the fitting joints will be accessible for repair. Steel rods and clamps shall be protected by galvanizing or by coating with bituminous paint. Any other form of thrust block must be authorized by the Water Superintendent.

Concrete thrust blocks shall be installed at all bends, fittings, dead ends and hydrants as shown on the plans or as directed by the Water Department. Concrete for thrust blocks shall consist of Class I cement concrete. The thrust block shall be formed in such a way that as much of the undisturbed earth on the trench wall and bottom will be incorporated into the forming as is possible. In making both the forms and the pour, special care shall be taken to ensure that concrete is not poured in and around the joints of the pipes and fittings. In the event that other utilities or local conditions prohibit the use of thrust blocks, the contractor shall furnish and install mechanical-thrust-resisting devices

upon the approval of such devices by the Water Department. Mechanical-thrust-resisting devices may be substituted for concrete thrust blocks by Department approval and incorporated into the work if it is deemed to be more expeditious to do, provided, however, that the device shall be at least equal in resistance to the thrust block and of a satisfactory design. In addition:

a) Cement concrete for thrust blocks and encasements shall conform to Section 600 “Portland Cement Concrete” of the Massachusetts Standard Specifications for Road and Bridge Construction; and
b) Cement concrete shall have a minimum compressive strength of 3,000 psi after 28 days.

SECTION 5.0 WATER SYSTEM IMPROVEMENTS

5.1 MAINTENANCE OF SERVICES

Each customer of water shall properly maintain the water service from the curb stop to the meter and shall be liable for any damages resulting from a failure to do so.

On existing services where the curb stop lies outside the street layout, on private property, LWD will maintain and repair the service from the main to the curb stop. The customer shall maintain and repair the service from the curb stop to the meter.

In the event there is a failure of the service between the main and the curb stop and the location of the curb stop is within the street layout, the LWD shall bear the costs of materials, personnel and equipment time including reasonable overhead costs to renew the service from the main to and including a relocation of the curb stop beyond the property line and off the Town street layout. If the service needs replacement from the relocated curb stop to the water meter, the costs associated with that portion of the work shall be borne fully by the customer.

In the event there is a failure of the service between the curb stop and the meter and the location of the curb stop is within the street layout, the LWD shall bear the costs of materials, personnel and equipment time including reasonable overhead costs to renew the service to the extent necessary from the main to the curb stop. If the service needs replacement from the curb stop to the foundation, the costs associated with that portion of the work shall be borne fully by the customer.

Scheduled repairs to or replacement of a lead or galvanized service prompted by a customer’s own initiative, shall be done only after a written approval is obtained from the LWD in compliance with this document. The expense for same shall be borne fully by the customer and the customer shall further be required to cut and cap off the old service that is being discontinued from use at the main.

In no case will new construction allow water to be supplied through a single service to two (2) or more separate owners of a single property or to more than one dwelling. Services greater than one hundred feet (100’) in length shall require a meter pit off the edge of the street layout. Meter pit construction must be approved by the Water Department before construction commences. Service boxes off the Town street layout shall be constructed flush to finish grade.

If a service is frozen between the house and the curb box, the customer will be responsible for the cost of excavating or thawing the service.

SECTION 6.0 SERVICE CONNECTIONS

The Water Department shall be responsible for the maintenance and repair of the water main tap and water service construction between the water main and the property line including curb stop.

The applicant/owner shall be responsible for and bear all costs associated with connecting and maintaining the water service from curb stop to the facility to be served.

Prior to water service construction the applicant shall: complete a water service application; pay the Water Department all applicable capital and connection charges; and consult with Water Department staff to coordinate all details pertaining to water service construction. A minimum of two week's notice is required.

Water service piping must be installed with a minimum five (5)-foot depth of cover, at least ten (10) feet from, and eighteen (18) inches above subsurface sewage disposal systems.

Whenever water service piping must cross sewer lines, all portions of the sewer force main/septic line within ten feet (horizontally) of the water main shall be enclosed in a continuous sleeve.

Water service piping shall not be backfilled until inspected and approved by the Water Department.

A service connection shall consist of: a service-coupling corporation stop; curb stop; curb box; copper tubing or plastic pipe with a tracer wire attached; meter; and remote reader. The corporation stop and curb stop shall have a full diameter port, with Teflon seat, bronze or brass ball, and quarter-turn open/close control. See Detail 11.5.

All materials used are to be NO LEAD.

Corporations stops shall be all-bronze or all-brass construction with lapped, bronze or brass ball and ground key. Outlet connections shall be compression-type, bronze or brass ball suitable for copper tubing service.

Service clamps shall be epoxy-coated saddle with stainless-steel straps and a Buna-N rubber gasket per ASTM D2000.

Curb stops shall be all-brass or all-bronze construction conforming to AWWA Standard C-800 (latest version). Pack joint end connections shall consist of a Buna-N beveled gasket for watertight fit. An independent, slip-clamp locking device shall also be grooved inside for additional restraint. Stops may be either full-port Ball Valves or Inverted Key.

The curb box shall be of the telescoping Buffalo type, designed so that vehicle loads are not transmitted to the curb stop. The box shall be tar-base enamel-coated inside and out.

Curb-stop boxes must be serviceable and accessible at all times.

Service pipe shall be Type K annealed copper tubing meeting federal specification WWT-799 and ASTM B-88. In cases where meter pits are installed, or at the Superintendent's discretion, AWWA C901 200 PSI Black Plastic may be used between the meter pit and the residence.

A five (5)-foot-minimum horizontal separation shall be maintained between water service piping and all other underground utilities except sewer.

6.1 ABANDONING OR RELOCATING A SERVICE

A property owner wishing to permanently terminate a water service to the property must cut and cap the service at the water main. All costs associated with cutting and capping the service are the sole responsibility of the property owner. If at any time the customer wishes to reinstate the water connection a $2500 re-connection fee shall apply.

SECTION 7.0 WATER MAIN EXTENSIONS

The Water Commissioners shall make provision for the construction of new mains, including replacement or enlargement when in their judgment such is required to improve and or maintain system integrity with the exception of private water mains or private water main extensions. Costs incurred in pursuing this shall be borne by the Water Department.

Construction costs for all other water main extensions shall be borne by the parties to be served by and requesting such extension.

Application shall be made with the LWD. All fees associated with the project shall be paid at the time of application. The project is subject to approval prior to construction, inspections throughout and a final inspection before the water main is energized for service.

Upon completion of construction, testing, disinfection, receipt of as-built plans and official charging of the mains, they shall become the property of the LWD.

Individual property owners shall be allowed to construct private water mains providing potable water and fire protection for private estates. Permission to use these mains and connection of additional services to these private mains shall continue to be vested in the Water Commissioners.

Replacement and/or enlargement of private water mains when and if required shall be at the expense of the parties served.

No new connections or hydrant additions shall be made to any private main less than six (6) inches in diameter.

SECTION 8.0 CONSTRUCTION METHODS

Trenches shall be excavated to the necessary width and depth for proper laying of pipe. Minimum widths of trenches shall provide at least twelve (12) inch clearance between the sides of the trench and the outside face of the pipe. The depth of trench shall be six (6) inches below the bottom of the pipe barrel.

If the existing soil below the bottom of the pipe barrel bedding depth is found to be unsuitable the Water Department may order extra excavation below the bedding grade.

Whenever, as determined by the Water Department, unstable soil that is incapable of properly supporting the pipe or structure is

encountered below a depth of six (6) inches below the bottom of the pipe barrel or below the bottom of a structure, such soil shall be removed to the full width of the trench and refilled with bank-run gravel containing no stone over four (4) inches in diameter, placed in six (6) inch lifts and thoroughly compacted to 95% maximum dry density. Crushed rock or screened gravel passing a ½-inch sieve may also be used to replace unstable soil. No excavation shall be made below the limits of the excavation called for on the Plans or herein specified without prior approval by the Water Department.

Pipe and fittings shall be laid accurately to the lines and grades indicated on the drawings. The deflection of alignment at a joint shall not exceed the appropriate deflection as specified in the following tabulation.

Table 1.0 Pipe Deflection Allowances
Maximum permissible deflection for full-length pipe.*

Size of Pipe	Push on Joint	Mechanical Joint
4-inches	10 inches	16 inches
6-inches	10 inches	14 inches
8-inches	10 inches	10 inches
10-inches	10 inches	10 inches
12-inches	10 inches	10 inches
14-inches	7 inches	8 inches
16-inches	7 inches	8 inches

*= Maximum permissible deflection for an 18-foot length; maximum permissible deflections for other lengths shall be in proportion of such lengths as 18 feet.

NOTE: The above tabulated allowances are more stringent than those allowed by pipe manufacturers.

At all times when pipe laying is not actually in progress, the open ends of pipe shall be closed by temporary watertight plugs or by other approved means. If water is in the trench when work is resumed, the plug shall not be removed until all danger of water entering the pipe has been eliminated.

Push-on joints shall be made up by first inserting the gasket into the groove of the bell and applying a thin film of special non-toxic gasket lubricant uniformly over the inner surface of the gasket which will be in contact with the spigot end of the pipe. The chamfered end of the plain pipe shall be inserted into the gasket and forced past it until it seats against the bottom of the socket.

With mechanical joints, surfaces against which the gasket will come into contact shall be thoroughly brushed with a wire brush prior to assembly of the joint. The gasket shall be cleaned. The gasket, bell and spigot shall be lubricated by being washed with soapy water. The gland and gasket, in that order, shall be slipped of the spigot and the spigot shall be inserted into the bell until is it correctly seated. The gasket shall then be seated evenly in the bell at all points, centering the spigot, and the gland shall be pressed firmly against the gasket. After all bolts have been inserted and the nuts have been made up finger tight, diametrically opposite nuts shall be progressively and uniformly tightened all around the joint to the proper torque by means of a torque wrench.
Prior to the installation of sleeve-type couplings, the pipe ends shall be cleaned thoroughly for a

distance of eight (8) inches. Soapy water may be used as a gasket lubricant. A follower and gasket, in that order, shall be slipped over each pipe to a distance of about six (6) inches from the end, and the middle ring shall be placed on the already laid pipe end until it is properly centered over the joint. The other pipe end shall be inserted into the middle ring and brought to proper position in relation to the pipe already laid. The gaskets and followers shall then be pressed evenly and firmly into the middle ring flares. After the bolts have been inserted and all nuts have been made up finger tight, diametrically opposite nuts shall be progressively and uniformly tightened around the joint by use of a torque wrench of the appropriate size and torque for the bolts.

The correct torque as indicated by a torque wrench shall not exceed the values indicated in the following tabulation:

Table 2.0Torque

Nominal pipe size (in.)	Bolt diameter (in.)	Max.torque (ft.-lb.)
3-12	5/8	75
12-24	3/4	90

If effective sealing of the joint is not attained at the maximum torque indicated above, the joint shall be disassembled and thoroughly cleaned, then reassembled. Bolts shall not be overstressed to tighten a leaking joint.

All valves, fittings and appurtenances shall be set and jointed as indicated on the drawings. Where indicated or necessary to prevent joints or sleeve couplings from pulling apart under pressure, anchoring and joint restraint methods shall be utilized. Methods shall be restrained joint systems unless existing pipe material (i.e. asbestos cement pipe) is unsuitable for use with restrained joint systems. The number of joints to be restrained within a certain length of an un-wrapped ductile iron shall be determined by the table below, or the Superintendent.

Table 3.0 Required Length of Restrained Joints from Fittings (feet)

Pipe Size	90° Bend	45° Bend or Wye Branch	22.5° Bend	11.25° Bend	In-line Valve, Plug or Cap	Tee (Branch)
6”	25	10.5	5	2.5	43	34
8”	33	13.5	6.5	3	55	47
10”	40	16.5	8	4	67	58
12”	47	19.5	9.5	4.5	79	70
16”	59.5	24.5	12	6	101	92

The Contractor shall furnish and install all support necessary to hold the piping and appurtenances in a firm substantial manner at the lines and grades indicated on the drawings or specified.

All fittings shall be backed up with concrete thrust blocks as indicated on the standard details. Where adequate backing cannot be obtained, a suitable joint restraint system shall be used. Thrust block sides shall be formed with plywood and bearing areas shall not be less than indicated in the standard detail.

Processed sand and ½ -inch stone shall be used for bedding pipes and fittings. A depth of six (6) inches of sand is required below pipes in earth and eight (8) inches depth of ½ -inch stone below pipes in a ledge or rock zone. Processed sand or stone bedding shall be placed to the full width of the trench and continue to an elevation of one (1) foot above the top of the water main and fittings. Above this point backfill shall be suitable material from excavation, or if directed by the Water Department, it may be required to be bank run gravel containing no stones over six (6) inches in diameter. This material shall be thoroughly compacted in twelve (12) inch lifts and carried up to the bottom of materials specified to be placed for paving surfacing.

Minimum cover over water pipe shall be five (5) feet; maximum cover shall be seven (7) feet unless otherwise approved or directed by the Water Department.

Except where otherwise directed, one (1) foot minimum horizontal and vertical clearance shall be provided between the exterior of water mains and other structures. Where a new water main passes under or over utilities, it shall cross without use of bends.

SECTION 9.0 PRESSURE AND LEAKAGE TEST

The contractor shall furnish the necessary equipment and labor for carrying out a pressure test and leakage test as specified in AWWA C600 on the completed pipes. All testing shall be done under the supervision of the Department. The hydrostatic pressure for the pressure test shall be maintained for at least 30 minutes and the hydrostatic pressure for the leakage test shall be maintained for at least 60 minutes. The amount of leakage permitted shall be in accordance with AWWA Specifications C600 current edition. If any leaks occur during either test, they shall be repaired to the satisfaction of the Water Department. The contractor shall make any taps and furnish all necessary caps, plugs, etc. as required in conjunction with testing the pipe. The contractor shall also furnish a test pump, gauges and any other equipment required in conjunction with carrying out the hydrostatic test. The LWD shall be given a complete test report showing the pipeline passed inspection and testing requirements.

If the section fails to pass the pressure and leakage test, the contractor shall do everything necessary to locate, uncover, and repair or replace the defective pipe, fitting or joint, all at their own expense and without extension of time for completion of the work. Additional tests and repairs shall be made until the section passes the specified test.

If, in the judgment of the Water Department, it is impracticable to follow the foregoing procedure exactly for any reason, modifications in the procedure shall be made as required and approved, but in any event the contractor shall be responsible for the ultimate tightness of the line within the above leakage and pressure requirements.

SECTION 10.0 DISINFECTION OF MAINS AND SERVICES

Before being placed in service, all new water pipelines shall be chlorinated in accordance with AWWA C601, “Standard Procedure for Disinfecting Water Mains.” All chlorination procedures shall be done under the supervision of the Water Department.

Before any disinfecting procedures are initiated LWD shall be advised of the contractor’s intended methods and no work shall be done until such methods are approved by the Water Department. The contractor shall provide all necessary tools, materials and labor for disinfecting the mains.

The location of the chlorination and sampling points shall be determined by the Water Department in the field. Taps for chlorination and sampling shall be installed by the contractor. The contractor shall uncover and backfill the taps as required.

The general procedure for chlorination shall be first to flush all dirty or discolored water from the lines and then to introduce chlorine in approved dosages through a tap at one end while water is being withdrawn at the other end of the line. The chlorine solution shall remain in the pipeline for about 24 hours.

Following the chlorination period, all treated water shall be flushed from the lines at their extremities and replaced with water from the distribution system. Bacteriological sampling and analysis of the replacement water shall then be made by the Water Department or its agent in full accordance with AWWA Specification C601. The contractor shall be required to re-chlorinate if necessary and the line shall not be placed in service until the requirements of the MADEP.

Special disinfecting procedures shall be used in connections to existing mains and where the method outlined above is not practical. The LWD must be given a copy of all bacteriological reports, and negative results shown, before the main is to be turned on.

The chlorine dosage shall be not less than 10 ppm after a contact period of not less than 24 hours. Calculations of the required dosage shall be submitted for approval to the Superintendent of the LWD prior to chlorine injection

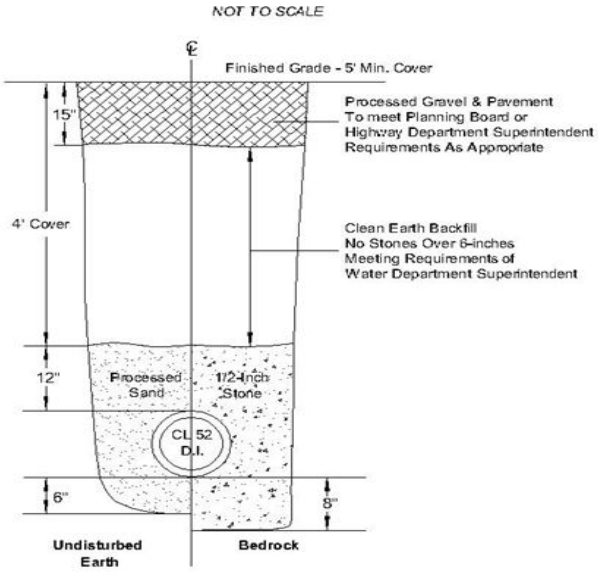
After treatment, the main shall be flushed with clean water until the residual, reaches current system chlorine level.

During the disinfection period, care shall be exercised to prevent contamination of water in existing mains. No valves shall be operated without the knowledge and permission of the Water Department.

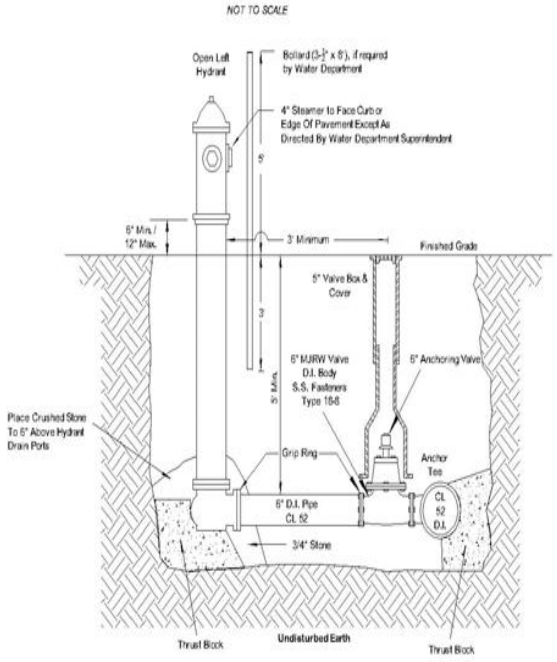
The contractor shall dispose of the water used in disinfecting and flushing in an approved manner.

SECTION 11.0 STANDARD DETAILS

11.1 TRENCH DETAIL

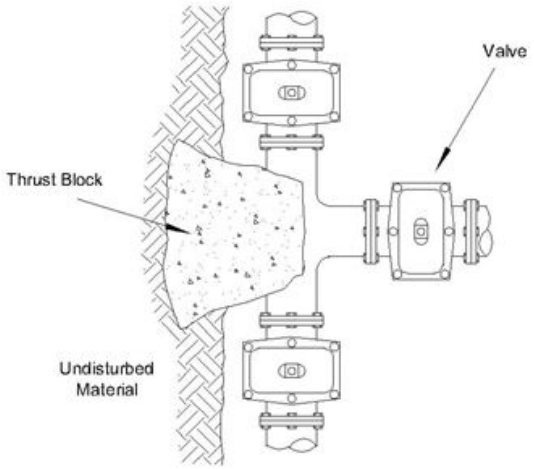


11.2 TYPICAL HYDRANT INSTALLATION.



11.3 TAPPING SLEEVE AND VALVE DETAIL

NOT TO SCALE



11.4 THRUST BLOCK DETAIL

NOT TO SCALE

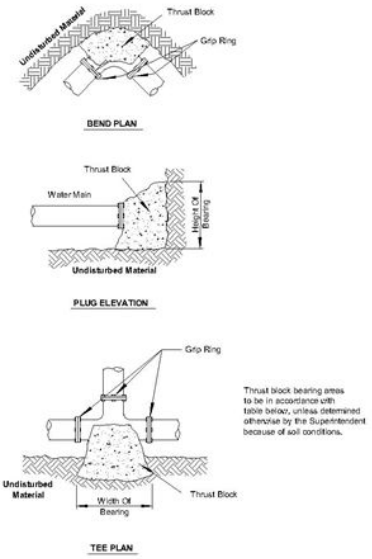
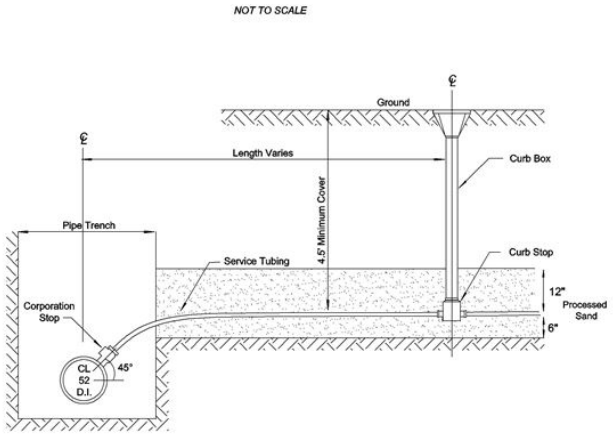


TABLE OF BEARING AREAS (S.F)			
MAIN SIZE	30° BEND	45° BEND	TEES & PLUGS
< 8-inch	6	3	4
12-inch	12	6	9

11.5 TYPICAL WATER SERVICE



11.6 Typical Residential Meter Installation

RESERVED

SECTION 12.0 IRRIGATION

12.1 MOISTURE SENSING DEVICES

As of December 31, 2014, all irrigation systems, except drip irrigation, are required to be equipped with a moisture sensor tied directly into a timing device or controller that automatically prevents the irrigation system from operating in response to rainfall.

12.2 TIMING DEVICES

Irrigation systems shall be equipped with an automatic timing device that can be programmed to automatically limit operation to prescribed schedules and restrictions imposed by the Water Department. Timing operation should include the capability of programming for odd or even numbered days, specific day of the week scheduling, and time of day scheduling.

12.3 BACKFLOW PREVENTION DEVICE

All lawn irrigation systems connected to the municipal water system shall be provided with a MADEP-approved backflow device. The backflow device must be inspected by a certified inspector and the inspection report retained by the homeowner.

12.4 MISCELLANEOUS

All new lawn irrigation installations must be connected to a separate water meter.

All industrial and commercial establishments are prohibited from the use of in-ground lawn irrigation systems.

No new lawn installations that require irrigation will be permitted in June, July or August, without special permit from the Superintendent.

SECTION 13.0 FIRE PROTECTION

A combined water service for domestic and fire protection is permissible, however lines must be separated outside the building and be valved in such a way that each may be turned off without disrupting the service to the other, unless the Superintendent specifically authorizes otherwise.

Prior to fire protection service construction the applicant shall: 1) complete a fire protection service application, 2) pay the Water Department all applicable capital and connection charges, and 3) consult with Water Department staff to coordinate all details pertaining to connection. A minimum of one week notice is required.

Water services and appurtenances that are to be used for fire protection shall have appropriate backflow prevention devices.

Fire protection piping and equipment must be easily accessible for inspection by the Department.

The installation and upkeep of the fire protection system and equipment shall be at the customer's expense.

No water shall be taken or used through private fire systems for testing unless the Superintendent issues written permission. Such tests must be conducted in the presence of a representative of the Department.

A water meter is not required on the fire protection piping.

SECTION 14.0 ABATEMENTS

The Water Department recognizes that an unusually high water bill resulting from an accidental, unpreventable water release can present financial hardship to a customer. While most water releases are preventable, there are certain circumstances when an accidental water release cannot be prevented.

The intent of this policy is to allow consideration of one abatement per household once every 10 years. due to accidental, unpreventable water leakage. This policy only applies to leaks that have occurred within any previous, immediate three (3) month period. All water that passes through the meter will be charged to the property owner.

As determined by the LWD, in the event the abnormally high consumption has occurred due to accidental, unpreventable water leakage that was not caused by customer negligence, ignorance or unfortunate circumstances, the Department shall consider on a case-by-case basis, a one-time abatement, per account. The abatement shall be calculated using either of the following criteria:

a. The charge for the excess water used shall be billed at the lowest tiered billing rate, Or

b. The amount of water used above the average of at least the previous three years' consumption history (for similar billing periods), shall be billed at the previously achieved tiered billing rate.

NOTE: Water accounts served by a fixed rate are not eligible for an abatement. These accounts are already charged at the lowest rate available.

Pursuant to the LWD Rules & Regulations, all appeals to water bills must be submitted in writing within thirty (30) calendar days of the utility bill date. Failure to make a timely request shall be a waiver of the customer's right to seek abatement. The request must state the reason for the abatement request and the burden of proof for the abatement shall rest upon the applicant. Customers seeking an abatement of charges due to a leak must submit repair invoices and proof of payment with their application.

No application for abatement will be accepted on any account unless all amounts due on that account, including interest and penalties, for all billing periods prior to the contested period covered by the abatement application have been paid in full. Customers are encouraged to pay the contested bill on or before the due date to avoid interest charges. A customer's inability to pay a water bill shall not be grounds for abatement under this policy.

Should all or part of an abatement application be granted, any reimbursement to the customers, at the customer's option, would be credited against future bills or refunded.

All requests for abatement shall be submitted to the Water Superintendent. In the event the customer disagrees with the decision an appeal may be requested. The appeal will be discussed at the next available Water Commissioners meeting.

SECTION 15.0 PAYMENT AND HARDSHIP

Unpaid water bills become a lien on real estate property tax bills annually in September.

If a real estate tax bill goes unpaid and the Town's Treasurer does a tax taking on the property, a payment plan can be discussed with the Treasurer before the property goes into foreclosure.

There are no "hardship" options on water bills.

SECTION 16.0 TERMINATION OF WATER SERVICE FOR NON-PAYMENT

This policy is intended to provide customers with the conditions associated with termination of water service and with measures that customers can take to avoid termination of water service due to non-payment of bills or other reasons described in this section. The Water Commissioners reserve the right at all times to shut off water without notice for repairs, extensions, alterations, or other necessary work associated with the water system. Nobody shall be entitled to damages, nor to have any portion of their payment refunded, due to the loss of water service and/or discoloration of water. The Water Commissioners and/or their authorized representative(s) must be allowed to enter the premises of any water customer, at any reasonable time, to examine the pipes, meter(s), fixtures, the quantity of water used, and the manner of its use. Where the right to so examine is denied, the water will be shut off from said premises and not turned on again until such examination is allowed.

16.1 LINCOLN RESIDENTS

The LWD shall require and enforce that the customer remain current with future water bills and make their payments on time. Failure to do so will result in a default or termination of any agreement. Customers that miss a payment may have their service disconnected and their account will go to lien. This will show up on the next real estate property tax bill in the form of a water lien.

16.2 NON LINCOLN RESIDENTS

For LWD water customers residing outside the Town Lincoln, the following procedure will be used for termination of water service. The customers listed below do not pay property tax to the town and therefore we are unable to lien the properties for non-payment.

Non-Lincoln water customers located in Concord, Waltham, Wayland, and Weston.

16.3 NON-PAYMENT OF BILL

Water service is subject to termination if water charges remain unpaid after180 days from rendition of a bill. Water bills are considered rendered on the due date printed on the water bill each quarter.

Late Payment Notice: The customer will receive via registered mail a late payment notice stating water service may be terminated if payment is not made within 180 days from the billing date of the initial bill.

Disconnect Notice: The customer will receive via registered mail a final payment notice stating water service may be terminated if payment is not made by the final payment notice. If the customer is a landlord and has tenants living at the service location which is scheduled for disconnection, then a Tenant(s) Notice is also processed. After the landlord receives their Disconnect Notice, the tenant(s) will receive a Tenant(s) Notice. This Tenant(s) Notice informs the tenant of the pending disconnection of service and allows another 15 days for payment to be made prior to the actual disconnection.

Billing Error: In case of a LWD error related to billing, the correct billing amounts should be determined and billed to the customer to the extent possible, as long as the error was no more than 3 years ago.

SECTION 17.0 CROSS CONNECTION CONTROL PROGRAM

The Purpose of the Cross-Connection Control program is:

1) To protect the public potable water supply of the area served by the Water Department from the possibility of contamination or pollution by isolating within its customer(s)' internal distribution system(s) or its customer(s)' private water system(s), such contaminants or pollutants which could backflow or back-siphon into the public water supply system;
2) To promote the elimination or control of existing cross-connections, actual or potential, between its customer's in-plant potable water system(s) and non-potable systems, plumbing fixtures and industrial piping systems; and
3) To provide for the maintenance of a continuing program of cross-connection control which will systematically and effectively prevent the contamination or pollution of all potable water systems by cross connection.

The Water Department shall be responsible for the protection of the public potable water distribution system from contamination or pollution due to the backflow or back-siphonage of contaminants or pollutants, through the water service connection. If, in the judgment of the Water Department, an approved backflow prevention device is required at the Town's water service connection to any customer's premises for the safety of the water system, the Superintendent or their designated agent shall give notice in writing to said customer to install such an approved backflow prevention device. The customer shall, within thirty (30) days, install such approved device or devices at their own expense; failure, refusal or inability on the part of the customer to install said device or devices within thirty (30) days shall constitute a ground for discontinuing water service to the premises until such device or devices have been properly installed.

All industrial and commercial establishments connected to the Lincoln Water System will be required to install, at the service entrance and immediately downstream of the meter and before the first pipeline, a Reduced Pressure Backflow Preventer (RPBP). The back-flow device must be inspected by a certified inspector. The LWD shall be provided with a copy of the inspection report.

The design and installation of backflow prevention devices shall be approved by the Superintendent and, if testable, shall be tested by the method prescribed in MADEP Regulations 310 CMR 22.22.

The property owner shall be responsible for applying for and obtaining all necessary approvals and permits for the installation of the backflow prevention devices.

Service of water to any premises will be disconnected by the Water Department if a backflow prevention device required by this regulation is not installed, tested and maintained, or if it is found that a backflow prevention device has been removed or by-passed, or if an unprotected cross connection exists on the premises. Service will not be restored until such conditions or defects are corrected.

The Water Department will conduct testing on these devices twice a year. The owners of the device will be charged for these tests. The LWD may have these tests performed by a designated certified tester approved by the State of Massachusetts. These devices shall be repaired or replaced at the expense of the customer/user whenever said devices are found to be defective. Records of such tests shall be kept by the Water Department.

No public water customer shall have the ability to switch between Town water and a private well. A customer may have a private well for irrigation purposes only. The two systems must be completely separate. Such properties shall be subject to onsite inspections annually.

Cross connections between the public supply and a private well are prohibited.

Any person who shall continue any violation beyond the time limit provided shall be guilty of a misdemeanor and on conviction thereof shall be fined in an amount not exceeding three hundred ($300.00) dollars for each day of violation or such other higher penalty as may be prescribed by law.

Where an auxiliary water supply exists in any building or premises connected to the system of the Department, approved backflow protection must be provided. Backflow prevention devices shall be installed where internal cross connections exist unless such cross connections are abated to the satisfaction of the Department.

SECTION 18.0 CONSERVATION REBATE PROGRAM

Product	Qualifying Criteria	Limit Per Account	Rebate
Toilet	WaterSense	1	$50
Clothes washer	Energy Star certified	1	$150
Irrigation controller & Moisture sensor	WaterSense	1	$50

18.1 SOIL MOISTURE SENSOR AND CONTROLLER UPGRADE GRANT PROGRAMS

The LWD Soil Moisture Sensor and Controller Upgrade grant programs is designed to assist residents more effectively manage their irrigation system by offering $50 towards the installation of an integrated soil moisture sensor and intelligent controller system. When a Soil Moisture Sensor is installed and used properly, it encourages deeper root growth which leads to a more drought tolerant lawn, reduction in fertilization and maintenance costs, less favorable conditions for ticks, mosquitoes and other insects, and a reduction the chance of fungal diseases.

1) Rebates are available to residential Lincoln water customers. Applicant must be the owner of the property listed on the rebate application.
2) Rebate is good for one soil moisture sensor and compatible intelligent controller system purchased on or after January 1, 2013. **Applications must be post-marked within 90 days of purchase.**
3) Only one rebate allowed per household.
4) **Applicants must notify the LWD in advance of their intent to apply for a rebate** to ensure that the rebate program funds are still available. If the application has not been received within three weeks, the funds will be released for use by other customers. Applicant agrees and understands that the program may be discontinued and/or the rebate dollar amounts may be changed due to the actions of the Water Commission or the exhaustion of program funding, at any time, without further notification to customers possessing outstanding applications.
5) Soil moisture sensor must be able to communicate with the controller to temporarily suspend irrigation if the soil moisture sensor indicates the soil is moist.Most intelligent controller systems manufactured after 2009 will have this capability.
6) Soil moisture sensor and compatible intelligent controller must be installed in Lincoln, MA by an EPA WaterSense Irrigation Partner. To view a list of Irrigation Partners, visit the EPA WaterSense website at *http://www.epa.gov/WaterSense/meet_our_partners.html*
7) WaterSense-approved soil moisture sensors can be found at *http://www.epa.gov/watersense/product_search.html*
8) Applicant agrees and understands that the LWD does not guarantee that the installation of a soil moisture sensor and compatible controller will result in water savings, as site-specific water consumption varies.
9) The LWD does not warrant, endorse, or assume liability for the quality, performance, or safety of the contractor and/or retailer or wholesaler, or performance of any appliance or fixture. Acceptance of materials used is solely the responsibility of the applicant.
10) Applicant agrees and understands that LWD or its representatives reserve the right to inspect the installation of the fixture before or after the rebate credit is applied to the applicant's water bill.
11) An unaltered, dated sales receipt listing the make and model number must accompany this application.
12) Applicant understands that LWD may withhold rebate until any or all of the above listed conditions are met.

18.2 SUPER EFFICIENT CLOTHES WASHER APPLIANCE REBATE PROGRAM

1) Rebate program consists of a $150 rebate toward the replacement of a clothes washer that uses more than 23 gallons per load.
2) Rebates are available to residential LWD customers for installation on properties in Lincoln. Applicant must be the owner of the property listed on the rebate application. Only one rebate allowed per household
3) Rebate is good for one eligible clothes water purchased on or after October 1, 2012.

4) **Applicants must notify the LWD in advance of their intent to apply for a rebate** to ensure that the rebate program funds are still available. If the application has not been received within three weeks, the funds will be released for use by other customers. Applicant agrees and understands that the program may be discontinued and/or the rebate dollar amounts may be changed due to the actions of the Water Commission or the exhaustion of program funding, at any time, without further notification to customers possessing outstanding applications.

5) Applicant is responsible for demonstrating that the appliance is on the Consortium of Energy Efficiency (CEE) qualifying list, has a Water Factor of less than 6.0 and has a Tier 2 or 3 rating. The list can be viewed on CEE's website (web-search: CEE Clothes Washer Qualifying Product).

6) Applicant is responsible that the exact make and model # indicated on the CEE list is purchased.

7) Applicant agrees and understands that the LWD does not guarantee that the installation of a high-efficiency clothes washer will result in water savings, as site-specific water consumption varies.

8) LWD does not warrant, endorse, or assume liability for the quality, performance, or safety of the contractor and/or retailer or wholesaler, or performance of any appliance or fixture. Acceptance of materials used is solely the responsibility of the applicant.

9) Applicant agrees and understands that LWD or its representatives reserve the right to inspect the installation of the appliance before or after the rebate credit is applied to the applicant's water bill.

10) An unaltered and dated sales receipt listing the make and model number must accompany this application.

11) Rebate applications must be post-marked within 60 days of clothes washer purchase.

12) Applicant understands that the LWD may withhold rebate until any or all of the above listed conditions are met.

18.3 HIGH-EFFICIENCY TOILET (HET) REBATE PROGRAM

1) Rebates are available for tanked toilets only to residential, non-profit, commercial, or municipal Lincoln water customers. Applicant must be the owner of the property listed on the rebate application.

2) There is a $50 rebate to replace 3.0 gallon/flush or greater models with 1.28 gal/flush or less models.

3) Toilets must be installed by a Massachusetts Licensed Plumber. You can check a plumber's license status at *https://www.mass.gov/division-of-professional-licensure-check-a-license*

4) **Applicants must notify the LWD in advance of their intent to apply for a rebate** to ensure that the rebate program funds are still available. If the application has not been received within three weeks, the funds will be released for use by other customers. Applicant agrees and understands that the program may be discontinued and/or the rebate dollar amounts may be changed due to the actions of the Water Commission or the exhaustion of program funding, at any time, without further notification to customers possessing outstanding applications.

5) New construction projects and remodeling projects requiring a building permit do not qualify for rebates.

6) Customers replacing more than three (3) toilets shall contact the LWD prior to purchase.
7) Applicant is responsible for demonstrating that the make and model number indicated on this application is a USEPA Water Sense-certified high-efficiency toilet.
8) Applicant agrees and understands that the LWD does not guarantee that the installation of a high efficiency toilet will result in water savings, as site-specific water consumption varies.
9) LWD does not warrant, endorse, or assume liability for the quality, performance, or safety of the contractor and/or retailer or wholesaler, or performance of any appliance or fixture. Acceptance of materials used is solely the responsibility of the applicant.
10) Applicant agrees to hold harmless LWD, its Commissioners and employees against loss, damage, expense and liability resulting from the loss, destruction or damage to property arising out of or in any way connected with the installation of a toilet.
11) Applicant agrees and understands that LWD or its representatives reserve the right to inspect the installation of the fixture before or after the rebate credit is applied to the applicant's water bill.
12) An unaltered and dated sales receipt listing the make and model number must accompany this application.
13) Applicant understands that LWD may withhold rebate until any or all of the above listed conditions are met.

SECTION 19.0 METERS

19.1 GENERAL

The water meter is the property of the Water Department. The property owner, tenant or customer must keep any meter on their premises easily accessible for reading and servicing at all times. The Water Department reserves the right to read, inspect or service the meter at any time. Failure to remove any obstruction within ten (10) days after notification by the LWD will be sufficient cause for removal of the meter, at the expense of the applicant, to a more accessible location, or for discontinuance of service.

The owner or applicant of the property shall install a gate type control valve on the house pipe between the Department's meter and the first fixture outlet. Neither the Department nor its officers, employees or agents shall incur any liability of any kind whatever by reason of water running from open or faulty fixtures or from broken or damaged house pipes, i.e. for pipes beyond the Department's meter.

No one may attach any ground wire or wires to any plumbing which is or may be connected to any service pipe or main belonging to the Department unless such plumbing is adequately connected to an effective driven ground installation on the premises. Neither the Department nor its officers, employees or agents shall incur any liability of any kind whatever by reason of the use of any facility for grounding purposes which is or may be connected to the system of the Department. The owner or accepted applicant will be held liable for any damage to the property of the Department which may be willfully caused by them or result from carelessness or negligence on their part or on the part of any person or entity acting for or on behalf of such owner or accepted applicant and in particular, without limiting the foregoing, for damage occasioned by operating the Department's stop cock in lieu of a control valve, for damage due to ground wire attachments and for damage to the meter caused by hot

water or steam from the premises. In the event payment for such damage is not promptly made, the Department reserves the right to disconnect service to the premises until all claims are satisfied.

19.2 PURCHASE

All water meters shall be Neptune R900 E-coder. The purchase of the meters is a direct cost to the contractor, developer or owner for new construction. All meters shall be purchased by the Water Department on behalf of the customer. They shall be handled, stored and installed by Water Department personnel only. Note that the Water Department will pay for the cost of the meter and installation costs if an existing customer wishes to upgrade to a radio-frequency water meter from an analog water meter that must be read manually by Department staff.

19.3 INSTALLATION

The Water Department shall install meters on all 1” and smaller services. A licensed MA plumber shall install meters larger than 1” in size. All applicants for water shall make available a suitable location and shall install fittings for such meters. A ball valve is required before the meter. Refusal and or failure to do so will result in paying to the Water Department any expenses, costs and legal fees incurred by the Water Department in completing such installation.

All water services are required to have an operable water meter for the accurate recording of water used on the property.

All water meters shall be sized by the Water Department.

All water meters are the property of the Water Department.

Full-port ball valves are required on both sides of the meter(s). The property owner is responsible for the installation and maintenance of those valves.

Installation and repair of meter pits must be approved by the Superintendent and shall be done at the customer's expense.

All water meters must be mounted in a horizontal plane with the register facing upwards.

19.4 ACCESS

The property owner or customer must keep such meters accessible for reading and inspection at all times. If there is an obstruction, the Water Department shall contact the owner in writing to clear the obstruction. If the obstruction is not cleared, estimated usage charges shall be assessed until the obstruction is cleared and then a retroactive billing adjustment shall be made.

19.5 ACCESS TO PRIVATE PROPERTY

The Department shall have free access to all premises supplied with municipal water for the purpose of examination and repair of meters, pipes and fixtures, to survey for cross connections with private

wells, and to determine any misuse of the water or any other acts contrary to the intent of these Regulations.

19.6 DAMAGE

No meter will be installed in a location subject to freezing or damage. The owner of the property served by the LWD shall be responsible for payment of any and all reasonable expenses incurred by the Department in replacing a meter damaged either by obvious vandalism or negligence. Water meters must be installed and kept accessible and free from clutter.

It shall be the responsibility of every owner of property whereon a water meter is installed to take all necessary precautions to prevent damage to such meter, including freezing. Before closing and draining off the water from any building wherein a water meter is installed, the owner shall give five days written notice to the Water Department, and arrange for the meter to be removed. The owner shall be liable for all damage to water meters and service installations on their property resulting from negligence, or failure to give the required notice as above.

19.7 UNMETERED SERVICES

All services shall be metered. All customers are responsible for paying a water bill whether they receive a bill or not. The Water Department is not responsible for the fluctuations in water pressure. All customers shall install a pressure-reducing valve after the water meter if needed.

19.8 METER RADIO FREQUENCY OPT OUT PROGRAM

The owner may request to opt-out of having a radio-frequency capable water meter installed in their home. The owner must submit a written application to the Department and agrees to pay any associated charges related to having the meter manually read for billing purposes. If a customer wishes to have an existing radio-frequency capable meter removed from the house, the owner must pay the appropriate fee to cover the costs of the Department employees to wire and mount an external reader.

SECTION 20.0 RATES AND FEES

The following usage rates and charges may be amended from time to time by the Water Commissioners and shall become effective upon the Commissioners vote to so adopt.

20.1 INSTALLATION OF A NEW SERVICE OR WATER MAIN EXTENSION

Effective August 2019, the following schedule of capital charges shall be made for all new services or water main extension connecting to the water system:

Pipe Size (inches)	Charge
1.0	$7,500
1.5	$8,500
2.0	$10,000
4.0	$15,000

6.0	$40,000
8.0	$80,000
10.0	$120,000

20.2 FIRE SUPPRESSION LINES

Effective August 2019, the charges for service that is solely to provide water for indoor fire suppression systems is as follows:

Pipe Size (inches)	Charge
1.0	$7,500
1.5	$8,500
2.0	$10,000
4.0	$15,000
6.0	$40,000
8.0	$80,000
10.0	$120,000

20.3 TAPPING CHARGES

Work performed by the Water Department in tapping a new service to a water main and extension of the new service to the property line (i.e. Street right-of-way line) shall be charged at the prevailing rate or actual cost if exceeded. When a developer installs water service in conjunction with a water main extension and the Water Department does not participate in performing such service construction, the tapping charge shall be waived.

It is the responsibility of, and at the cost of, the applicant and or their contractor to install water service mains greater than 1-inch, from the existing main to the building. Road cut permit application and all costs associated with meeting Highway Department regulations are to be borne by the applicant. All fees shall have been paid prior to connecting any water service to a water main. Effective August 2019, the tapping charge is:

Pipe Size (inches)	Charge
1.0	$2,500 minimum or actual cost if exceeded

20.4 BASE CHARGE

A minimum base charge per billing period shall be assessed for water service from the date the water is turned on, regardless of the amount of water used. The Water Commission voted to change both the charge and the structure of meter fees, effective April 1, 2020. There are two changes to the meter fees:

1) The quarterly base fee/meter has been raised from $35 to $50; and

2) For multi-unit dwellings that have multiple residences on one meter, each residence will now be charged the base fee of $50/quarter.

Multi-bed facilities such as skilled-nursing units will be charged a base fee for every 2.9 beds (this represents the average number of residents/household in Lincoln). Changing the base fee shares the fixed infrastructure/operating costs among all users. The fee is the same for all meter sizes.

20.5 USAGE CHARGE

20.5.1 RESIDENTIAL AND COMMERCIAL

Effective April 1, 2020, the customer shall be charged for water usage in accordance with the following schedule:

Usage	Cost per 1,000 gallons
Tier One: 0 – 20,000 gallons	$6.52
Tier Two: 20,001 – 40,000 gallons	$13.75
Tier Three: Over 40,00 gallons	$32.13

20.5.2 AGRICULTURAL

Effective date April 1, 2020, the Agricultural rate is:

Usage	Cost per 1,000 gallons
All	$6.52

20.5.3 MUNICIPAL

Effective April 1, 2020, the Municipal rate is:

Usage	Cost per 1,000 gallons
All	$6.52

20.5.4 CONDOMINIUMS

Effective April 1, 2020, the Condominium rate is:

Usage	Cost per 1,000 gallons
All	$6.52

20.5.5 IRRIGATION

Effective April 1, 2020, and subject to a one- time $1250 fee for the cost of the water meter and labor for installation, the Irrigation rate is:

Usage	Cost per 1,000 gallons
All	$32.13

20.6 MISCELLANEOUS WATER CHARGES

Fee Description	Charge
Lien Fees	If such overdue water bills or water charges are placed in lien, an additional filing fee of $25.00 shall be charged to the lien amount.
Late Fees	In accordance to Chapter 40, Section 42A-C of the General Laws of the Commonwealth of Massachusetts, water bills and charges in arrears of 45 days (or greater) shall be subject to1.5% per month late charge
After Hours Work	$250 per staff member for the first four hours. Services beyond the four (4) hour duration will be charged at $70 per hour per person. Effective April 7, 2020.
Water Service Operation	Turning on or off water service during normal Water Department work hours subsequent to $70.00. Effective April 7, 2020. Turning on or off water service outside of normal Water Department work hours subsequent to $250. Effective April 7, 2020.
Backflow Devices	Backflow testing will be charged at a rate of $75.00 per test, regardless if the device passes or fails. All retests are charged at $50.00 per test. Effective August 2019
Meter Opt-out fee:	A $25.00 per billing cycle fee will be added to the water bill for those analog meters that must be read manually by Department staff. Effective March 3, 2020
Real Estate Transfers	The buyer's attorney must contact the Department to schedule the final meter reading appointment at least two weeks prior to closing and provide the billing information for the new owner. A final read request form must be filled out and submitted. A fee of-$100.00 will be charged for each real estate transfer reading. Effective March 3, 2020
Missed Appointment	$50.00 Effective March 3, 2020
Repeat Appointment	$50.00 Effective March 3, 2020
Data Logger	$50.00 Effective March 3, 2020

20.6 MISCELLANEOUS WATER CHARGES *(CONTINUED)*

Fee Description	Charge
Broken Meters or Stopped Meter	If a meter fails to work, the customer shall be charged a user fee based on the average daily consumption of water as shown by the meter when it was working, for the corresponding billing period of the preceding year.
Special Services	Such as, but not limited to, thawing frozen water services, or water shut off or turn on by Stand-by Personnel (outside of regular working hours) shall be billed at the Water Department employee's applicable overtime wage rate and hours above. A minimum of four hours shall be charged.
Fire Flow Test	Fire flow locations must be approved by the Superintendent prior to the start of the test. The Department will provide one staff member to operate the hydrant(s) and assist in collecting test information. The contractor is responsible for providing necessary gauges, meters, etc. for the test. $200 per test during normal business hours (Monday-Friday 7:00 AM to 3:00 PM) and $400 per test during evenings, weekends, and holidays Work fees apply (see 17.4.2). In addition to the testing fee, a $100 refundable deposit is required at the time of application. Deposits will be returned after flow test results have been submitted to the Commission. Effective August 2019
Installation of a Non-RF Meter	A one-time fee of $500 will be charged to the customer to cover the costs of Department staff time and materials needed to install a non-RF meter and wire an external reader.
Meter Replacement	Water meters that are lost, damaged or otherwise rendered inoperable, including but not limited to negligence, tampering with or vandalizing, will be replaced by the Department and the customer will be charged the market rate for the purchase of an equal-sized meter.
Agricultural Application	New Application - $100.00. Annual Renewal $50.00. Effective February 25, 2020.
Shut off Request	$40.00

SECTION 21.0 SERVICE LEAKS

It is the customer's responsibility to maintain plumbing systems in good working order. It is the customers' responsibility to repair all leaks from the curb stop to the internal plumbing. If the Department detects a leak, a letter shall be sent notifying the customer there is a leak on the premises within one week.

A service leak is defined as a leakage of water in the service line between the curb stop and the service meter. All service leaks are the sole responsibility of the property owner. Upon notification by the LWD, the owner with a service leak shall be given two weeks to obtain a signed contract with a Department-approved contractor for the repair of the leak. The contracted work shall be completed no later than four (4) weeks from the time the contract is signed. An owner who does not comply with the given deadlines of this regulation shall be subject to the following penalties:

- An owner duly notified shall be subject to a service shutoff if the required work and inspection are not completed within described timeline. All fines and fees then become the sole responsibility of the specific owner.
- The fine for noncompliance shall be added to the account. This charge will show up on the next water bill.

Any request for an extension of a deadline must be submitted in writing to the Department before the deadline. The acceptable reasons for an extension may be but are not limited to: financial hardship; contractor availability; insurance issues; disputed ownership of water service. The following fee structure is effective August 2019:

Offense	Fee
First Offense (2 weeks)	$100
Second Offense (Three weeks)	$200
Third Offense (four weeks)	$400
Fourth Offense (five weeks)	$800
Fifth Offense (six weeks)	Water service terminated

SECTION 22.0 VIOLATION OF THE WATER BAN

Effective August 2019, the fees for violation of the water ban are as follows:

Offense	Fee
First Offense	$100
Second Offense	$200
Third Offense	$400
Fourth Offense	$800
Fifth Offense	Water service terminated

SECTION 23.0 HYDRANT METER RENTAL

The use of any Town of LWD fire hydrant without prior approval from the Water Superintendent is unlawful and prohibited. A hydrant meter rented from the Water Department is required. Any

contractor that wishes to use water from a hydrant for construction purposes must complete a Hydrant Meter Rental Application. Hydrant meter rentals require at least 48 hours advanced notice.

The use of all water through hydrants for activities other than firefighting by fire department personnel or official use by LWD personnel will be through a fire hydrant meter owned by LWD. Water may only be obtained through LWD hydrants. Water from fire hydrants is for non-potable water use only.

When requesting a hydrant meter, the customer will perform the following tasks and adhere to the following requirements:

1) Pay a deposit $600 (refundable upon return of hydrant meter assembly in same condition as received)

2) Payment of a per day rental fee $40.00

3) Payment of usage charges upon return of hydrant meter assembly. Rates effective April 1, 2020.

Usage	Cost per 1,000 gallons
Tier One: 0 – 20,000 gallons	$6.52
Tier Two: 20,001 – 40,000 gallons	$13.75
Tier Three: Over 40,000 gallons	$32.13

4) Fill out the application.
5) Pay deposit and sign contract.
6) Hydrants which are located on private property (usually in parking lots or near large buildings) such as schools, businesses, strip malls, shopping centers, etc., are not to be used by the general public. Always use hydrants located on main streets and highways. If in doubt, contact the property owner/manager before using the hydrant.

7) The cap provided that is attached to the meter must be in place whenever the meter is not attached to the hydrant. Failing to do so could result in higher usage fees.
8) LWD, at its sole discretion, shall require hydrant meter assemblies to be returned at designated and/or non- designated times. Customer will pay the usage charge fees that are listed above.
9) During the colder months the hydrant meter assembly must be secured in a warm environment overnight to prevent form freezing. Failure to do so will result in an automatic replacement in kind of the equipment at the Customers expense.
10) Hours of operation for field personnel to be on site are 7:30 am to 2:00pm. Assistance outside of those hours will result in the after-hours on-call rate.
11) If the customer bypasses any backflow preventer or air gap, or otherwise uses water in violation of this policy, the customer shall pay the LWD for the value of any water used, a hydrant use fee of $1,000.00, as well as any consequential damages suffered by the LWD. Improper use of any hydrant meter or failure to comply with this policy may also result in confiscation of the hydrant meter.

SECTION 24 AGRICULTURE WATER RATES

24.1 OVERVIEW

It is the policy of the Town of Lincoln to conserve, protect and encourage the expansion, maintenance, and improvement of agricultural land within the Town for the production of food and agricultural products, and also for its natural and ecological value.
The Board of Water Commissioners has developed a water rate structure that encourages water use efficiency and conservation, while also trying to:

- Ensure the long-term sustainability of the Town of Lincoln's water supplies through appropriate revenue from customers
- Promote equitable distribution of costs among rate payers
- Protect affordability of water for essential needs

24.2 DEFINITIONS

The word "farm" shall include any parcel or contiguous parcels of land, or water bodies used for the primary purpose of agriculture, or accessory thereto; "farmer" is a customer who is farming on agricultural land. The words "farming" or "agriculture" or their derivatives shall include, but not be limited to the following:

- Farming in all its branches and the cultivation and tillage of the soil;
- Dairying;
- Production, cultivation, growing and harvesting of any agricultural, aquacultural, floricultural, viticultural, or horticultural commodities;
- Farmers markets, CSA programs;
- Growing and harvesting of forest products upon forest land, and any other forestry or lumbering operations;
- Raising of livestock, including horses;
- Keeping of horses as a commercial enterprise;

- Keeping and raising of poultry, swine, cattle, sheep, rabbits, ratites, camelids and other domesticated animals for food and other agricultural purposes, including bees, fiber, fur-bearing animals, and any forestry and lumbering operations;
- Preparations for market, delivery to storage or to market or to carriers for transport to market.

“Agricultural land” refers to a parcel of land devoted to commercial and non-commercial agriculture, horticulture, floriculture, aquaculture, silviculture, or viticulture on parcels of five acres or more or to parcels 2 acres or more if the sale of products produced from the agriculture, aquaculture, silviculture, horticulture, floriculture or viticulture use on the parcel annually generates at least $1,000 per acre based on gross sales dollars in an area not zoned for agriculture, aquaculture, silviculture, horticulture, floriculture or viticulture. For such purposes, land divided by a public or private way or a waterway shall be construed as 1 parcel. The term “two acres” in Lincoln is 80,000 sq. feet (1.86 acre). Note that the Planning Board may issue special permits for smaller lots that sell vegetables only; these permitted lots will also be considered agricultural land for water rate purposes if they meet the $1000/acre/annum requirement. (Reference: Town of Lincoln Agriculture and Right to Farm By-laws and Mass. General Laws c.40A § 3**).**

“Essential Watering”: For the purposes of water use management during drought conditions, water used for agricultural purposes by a “farmer” as defined above is considered essential watering and is therefore exempt from the constraints on “non-essential outdoor watering” that apply to residential users..

24.3 QUALIFICATIONS

To qualify for Agricultural (AG) water rates, a customer must submit an application along with a written statement describing the nature of the farming/agriculture operation to the Board of Water Commissioners.

All water use by certified AG customers will be assigned to the Agricultural ~~Tier~~ rate structure designated by the Lincoln Water Commissioners for agricultural users. A separate water meter is required for all water use that is eligible for special agricultural water rates.

To continue to qualify, the application must be renewed each fiscal year. Agricultural water rate eligibility is not transferable to new property owners. A new owner must submit an application for consideration.

The agricultural operation is subject to inspection by the Water Department. If public and non-public water are used, cross contamination control must be in place. Agricultural water meters must be checked weekly for leak indications; any leaks indicated shall be reported to the Water Department and must be fixed within a 4-week period.

24.4 DETERMINATIONS:

The Board of Water Commissioners shall review all applications for agriculture water rate. Eligible lands must comply with Lincoln farming bylaws prior to receiving agricultural water rates.

SECTION 25.0 APPEAL PROCESS

25.1 FILING THE APPEAL:

An account-holder may appeal a decision in writing by completing and submitting the Dispute Appeal Form within thirty 30 days of the receipt of the decision. Any comments attached to the Appeal Form should clearly demonstrate the issue(s) in dispute, along with any proof (e.g. copies of bills and/or receipts) necessary to help the Commission understand the basis for and support of the account-holder's claim.

If the Appeal Form is not received by the required due date, the right to appeal is waived, unless a demonstrated extenuating circumstance, as determined by the Commission, prevented a timely appeal being filed.

The inability to pay for the water services is not a basis for an appeal, nor shall the Appeal be used as a tool to avoid full payment of valid charges.

Please be advised that filing a dispute will only place a temporary hold on the charges in dispute. All other charges, including future bills that are invoiced after the filing date of the dispute will be due and subject to late fees and collection activity.

The Appeal Form will be reviewed by the Commission at an open Commission meeting; the account holder has the right to attend the meeting and will be notified of the time and place at least one week in advance, and the account-holder shall be notified in writing of the decision rendered within ten (10) business days of rendering a decision.

If the Commission determines there has been an error and is at fault, the Commission will make the necessary corrections and the account will be adjusted accordingly. All decisions made by the Commission are final.

26.2 APPEALABLE DECISIONS

The following decisions may be appealed:

1. Fines assessed to an account;
2. High water bill;
3. Water charges; and
4. Abatement.

SECTION 26.0 SIGNATORY PAGE

These Rules and Regulations are officially in effect when reviewed, approved, and signed by the following people:

NAME	TITLE	SIGNATURE	DATE
Ruth Ann Hendrickson	Commissioner	RA Hendrickson RA Hendrickson (May 7, 2021 12:05 EDT)	
Michelle Barnes	Commissioner		
Jim Hutchinson	Chair	Jim Hutchinson Jim Hutchinson (May 6, 2021 17:29 EDT)	

SECTION 27.0 REVISION HISTORY

DESCRIPTION OF REVISION	AUTHOR	EFFECTIVE DATE
Public Hearing	Board of Water Commissioners	September 26, 1991
Rules Adopted	Board of Water Commissioners	September 26, 1991
Unknown	Board of Water Commissioners	August 2006
Unknown	Board of Water Commissioners	November 2011
Unknown	Board of Water Commissioners	September 2013
Unknown	Board of Water Commissioners	February 2015
Unknown	Board of Water Commissioners	June 2015
Added Section 17 and 18, 21, and 22 Updated Table of Contents	MaryBeth Wiser, Water Superintendent	July 30, 2018
Revisions approved Section 17 and 18, 21, 22 and 24 updated Table of Contents	Board of Water Commissioners vote to approve	August 8,2018
Changed the time of day for fire flow testing to any time	Board of Water Commissioners	November 7, 2018
Added Rebate Program	Board of Water Commissioners	December 11, 2018
Renumbered Section 17 and 18 to 19 and 20	MaryBeth Wiser, Water Superintendent	December 11, 2018
Added Payment Plan and Hardship Section	MaryBeth Wiser, Water Superintendent	December 11, 2018
Updated Table of Contents	MaryBeth Wiser, Water Superintendent	December 11, 2018
Updated cover page	MaryBeth Wiser, Water Superintendent	December 11, 2018
Edited Signatory Page	MaryBeth Wiser, Water Superintendent	February 4, 2020
Added Missed Appointment: $50.00 Repeat Appointment: $50.00 Data Logger: $40 Agricultural application fee	MaryBeth Wiser, Water Superintendent	February 4, 2020
Added 20.5.2 Agricultural 20.5.3 Municipal 20.5.4 Condominiums 20.5.5 Irrigation	MaryBeth Wiser, Water Superintendent	February 4, 2020
Edited Signatory Page	MaryBeth Wiser, Water Superintendent	February 4, 2020
Added Agricultural policy	Ruth Ann Hendrickson	February 9,2019
Public Hearing	Water Board vote to new base charge and water rates	February 25, 2020
Section rates and fees	MaryBeth Wiser updates water rates and fees per Board vote	February 26, 2020
Added section 26 appeal process	MaryBeth Wiser, Water Superintendent	February 26, 2020
Adopted revisions of new fees	Water Board	March 3, 2020
Water Board vote to approve 2020 Regulation	Water Board	April 7, 2020
SECTION 24 Revised AG rate policy	Water Board	September 24, 2020

Added to section 16.3 non-payment of bill In case of a LWD error related to billing, the correct billing amounts should be determined and billed to the customer to the extent possible, as long as the error was no more than 3 years ago.	Water Board	October 6, 2020
Changed rebates as follows: $150 for High Efficiency Clothes Washer; $50 for HET Toilet; $50 for integrated moisture sensor irrigation control system. Corrected link regarding licensed plumber for toilet rebate	R. A. Hendrickson	May 2, 2021
Added waiver of customer fees to upgrade from manual read water meter to radio-frequency water meter.	Water Board	May 4, 2021

Lincoln Water Dept Rules and Regs 2021-05-04

Final Audit Report 2021-05-07

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