

Town of Covington – Water District #2

To: Residents and Property Owners within the Town of Covington Water District#2

Re: Water Main – Water District #2 – Update & Water Service Application

Construction of the water line for Water District #2 is still ongoing within the Town, with the main focus shifting to preparing the pump station site located on Peoria Road. The Contractor has completed the “mainline” (i.e. large diameter mains) installation in early November. As mentioned in the previous Newsletter, the pump station installation will follow several months after the initial water main installation. Once the pump station is in place and the water mains have been properly tested in accordance with NYS Department of Health requirements, the water system will be available for connection by users within the District.

The installation of the pump station and associated testing is anticipated for early spring of 2022 with restoration completed by the spring/summer of 2022.

The installation of water services to the road right-of-way for each house within the project area will begin in the Spring of 2022 following the installation of the pump station and testing. Property owners will be responsible for extension of the water services to their buildings and connection to the water service meter at the Right-of-Way. Property owners will also be responsible for internal plumbing changes.

An application for water service has been accepted by the Town at the November Town Board Meeting and a copy has been included with this Newsletter. The application packet contains information regarding the Owner’s responsibilities and those of the Town as well as details of how the private portion of the water service should be installed. The inspection of the resident portion of the water service will be completed by agents of the Town of Covington prior to the installation of the water meter and transmitter and connection to the public system.

Over the past few months, a blue flag should have been left at your residence by the CPL inspector. The intent of the flags was to provide the property owner with the opportunity to place the water service in a location that best fits with the on-site connection into the home. When deciding on a location, it is important to consider where your service line will enter your structure. Consider where your existing internal plumbing is located and if/where new plumbing will be reconfigured to. It may be helpful to contact the plumber who will be making the new water connection to help in your decision. Additionally, we need to advise that services cannot be located in driveways. **Please remember, the Town portion of the service will be installed whether you plan to connect at this time or not, so it is important that you place the flag at a desirable location.**

CPL Inspector Connor Himes will record the location in the event something was to happen to the blue flag. A location will be selected by the engineer or contractor if not designated by the homeowner.

CPL is the Town of Covington’s engineering consultant for the project. If you have any questions or concerns, the CPL Project Manager is **Richard Tousant, P.E.**, who may be contacted at **(585) 672-2247** and will serve as the primary point of contact for the project. The CPL Inspector onsite is Connor Himes and he may be contacted in the field or on his mobile phone at (585) 755-3558.

TOWN OF COVINGTON
WATER SERVICE APPLICATION
~ INSTRUCTION SHEET ~

A. APPLICATION - NO WORK SHALL START BEFORE APPLICATION IS APPROVED

1. All "Water Service Applications" must be filled in completely and returned to the Town office.
2. A \$100 application fee will be required by the Town.
3. Connection Fees are site specific and will be determined by the Town Clerk's office.
4. All fees must be paid in full before your application is approved.
5. Homeowners who will be performing their own work must provide proof of home insurance, as required, in the amount acceptable to the Town and shall name the Town of Covington as additional insured.
6. Contractors hired to perform the work must provide evidence of the existence of a performance bond and liability insurance, as required, in the amount acceptable to the Town and shall name the Town of Covington as additional insured.
7. Non-residential properties must submit plans indicating the size, material, length, and location of the proposed service line.

B. NEXT STEPS OF APPLICATION APPROVAL

1. Your application will be reviewed by the Town of Covington.
2. You will be contacted by Town personnel:
 - a. if adjustments are required to your proposed service line design.
 - b. for permission to proceed upon application approval.
3. You or your contractor may install the water service in accordance with the approved service application and the Town of Covington standard service handouts.
4. Contact the **Town of Covington** to schedule an inspection.
5. You will be informed at the time of the inspection when your service will become live.

C. CONSTRUCTION

1. One or more handouts will be provided by the Town Clerk's office upon submission of the "Water Service Application." All work must be completed in accordance with these handouts (per a design done by a licensed design professional), and/or, as approved by the Town of Covington.
2. All work must be in compliance with the New York State Plumbing Code, the New York State Department of Health (NYSDOH), and the requirements of the Town of Covington.
3. Utility providers must be notified, and their lines located prior to any excavation (digger law). Owner/Contractor must call **Dig Safely New York** at least two (2) working days prior to any ground breaking by dialing **811**.
4. An Interior Inspection is required by the Town of Covington. Twenty-four (24) hours advance notice is required to schedule these inspections.

TOWN OF COVINGTON
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D. SPECIAL DESIGN CRITERIA: WATER SERVICES

1. Small diameter water meter installations normally include a single check valve on the out of the water meter; this valve, or a Backflow Preventer, creates a closed water system within the premises. To avoid plumbing system damage due to line pressure surges, thermal expansion and/or hydraulic shock (water hammer) you must install protective plumbing devices. The customer and/or their contractor must install a pressure regulating valve (PRV) and a thermal expansion tank or a pressure relief valve to protect the internal plumbing system within their premises. A hydraulic shock absorber (water hammer arrestor) may also be needed. An approved shut-off valve is required on the interior. The PRV must be installed immediately inside the building; the thermal expansion tank and/or pressure relief valve and the hydraulic shock absorber(s) (water hammer arrestor(s)) shall be located near the source(s) of the expansion and hydraulic shock, per the New York State Plumbing Code and the requirements of the Town of Covington. In the event that a PRV cannot be installed within the building, it will be installed within the meter pit located at the property line by the Town of Covington.
2. The Pressure Regulating Valve (PRV) will be provided by the Town of Covington.
3. Any existing or potential condition within, or affecting your plumbing system, or any well or auxiliary water source that may create a hazard to the Public Water Supply will require elimination, isolation, or containment protection by the installation of a Cross Connection Control Containment Device per the requirements of the New York State Department of Environmental Conservation (NYSDOH), New York State Plumbing Code, and the Town of Covington. All work must be inspected by the Town of Covington.
4. Well(s) must be disconnected from any plumbing connected to the Public Water Supply by installing a NYSDOH Approved Backflow Prevention Device to protect the Public Water Supply, or by permanently abandoning the well/auxiliary water supply per the Town of Covington and NYSDOH Well Abandonment and other guidelines (to include the removal of all items within the well casing). All work must be inspected by the Town of Covington.

E. DEFINITIONS

- *Agent* – A third party hired by the property owner to manage the utility connection (ie. contractor or engineer). Property owners are not required to hire an agent but if a third party is the point of contact, the Agent Contact Information section of the application must be completed.
- *Combined Service* – a single service line that provides both domestic and fire service to the property.
- *Domestic Service* – a service line that will provide water for sanitary uses only (drinking, showers, toilets, etc...)
- *Fire Service* – a service line that will provide water only for a designated private fire protection system.

TOWN OF COVINGTON ~ WATER SERVICE APPLICATION ~

Owner Property Information

Tax Parcel Number: _____

Service Address: _____ City: _____ Zip: _____

Owner Name: _____ Phone Number: _____

Billing Address: _____ City: _____ Zip: _____

Property Type: Residential Commercial Industrial Agricultural Other: _____

Please indicate the number of each fixture in the structure(s) to be served:

<u>Fixture</u>	<u>Count</u>	<u>Fixture</u>	<u>Count</u>	<u>Fixture</u>	<u>Count</u>
Toilet		Bathroom Sink		Dishwashing Machine	
Urinal		Kitchen Sink		Washing Machine	
Bath/Shower		Mop Sink; Spigot		Drinking Fountain	
Please list unique/additional fixtures (ie. yard hydrant)?: _____					

Agent Contact Information

Project Contact: _____ Phone Number: _____

Contact Address: _____ City: _____ Zip: _____

Water Service Request

What is the service use? Domestic Fire Service Combined

Will your private well remain in service? Yes No

What is the maximum flow required? (*non-residential only*): _____ gal./day & _____ gal./mi

In consideration of the granting of this permit, the undersigned agrees to accept and abide by all provisions in the Town V Usage Ordinances of the Town of Covington and any amendments as may be, or have been, adopted from time to time, as other pertinent ordinances or regulations that may be adopted in the future.

Applicant Signature: _____

Date: _____

Please return completed application to the Town Clerk's Office where:

- 1. You will identify the location of your new service along with existing private utilities;**
- 2. Your Connection Fee will be determined; and**

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Town Clerk's Office

Print Sketch & include: new service, existing utilities, labels.

Ensure applicant has obtained the appropriate water handouts.

Water Connection Fee: _____ Date Paid: _____

Date Proof of Insurance Received: _____

Account Number: _____

Latitude: _____ Longitude: _____

Water Department

Length of Service: _____ ft. Short Side Service Long Side Service

Road Elevation: _____ ft. House Elevation: _____ ft.

Water Service Size (customer): _____ inch Water Service Size (Town): _____ inch

Material: _____ Backflow Prevention Device Needed? Yes No

Pressure Regulating Valve Location (*in building or at meter pit*): _____

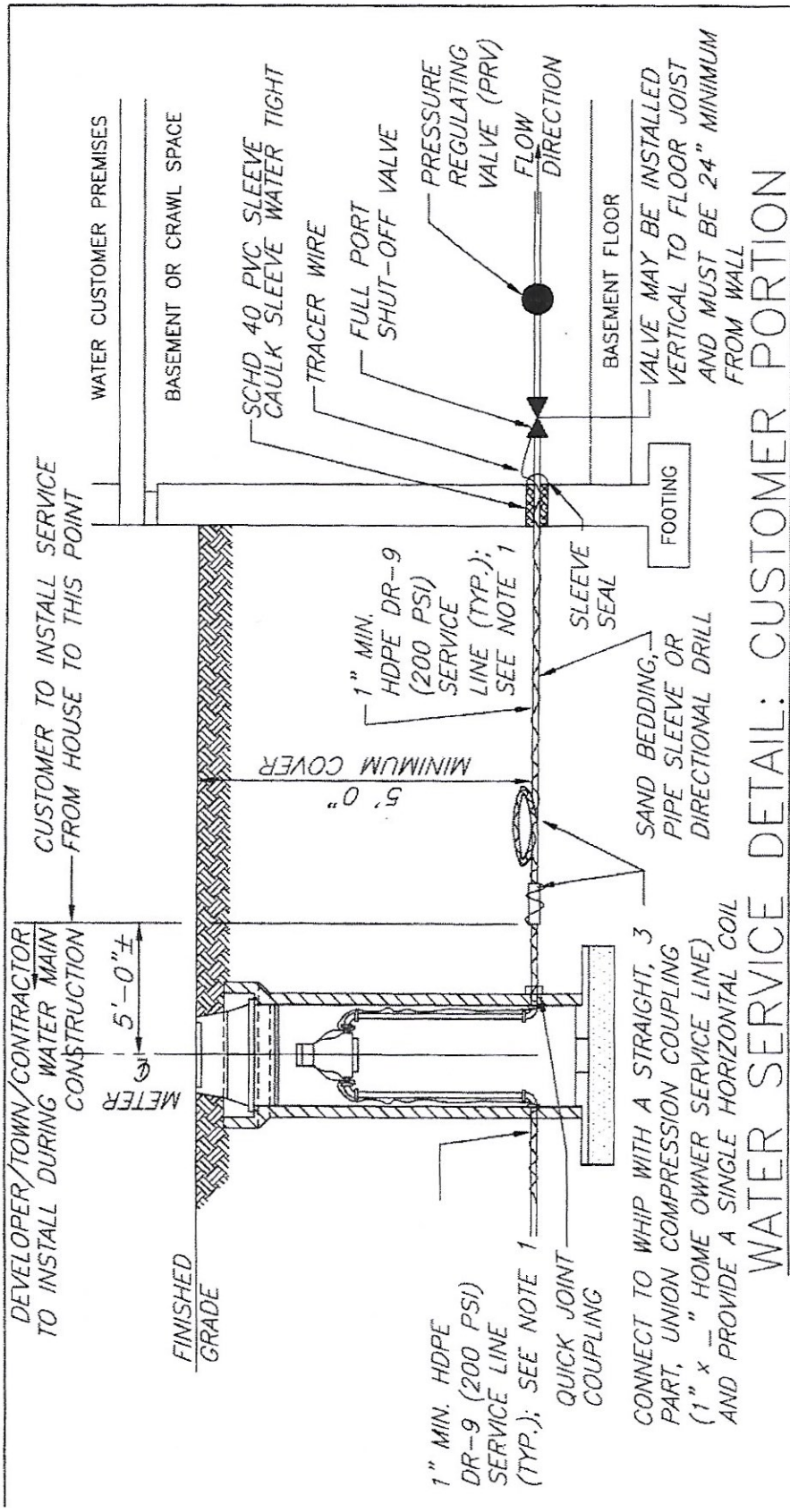
Water Meter Information			
Meter Size (inch)		Number of Digits	
Meter Number (high)		MXU Number	
Meter Number (low)		Meter Reading	

Approval Date: _____ Approved By: _____ Call

Inspection

Has a variance been granted for this installation? Yes No (*If yes, please give details below*)

The Town of Covington has inspected the above referenced premises and found the water service construction to be in ac with the Town of Covington standards. This inspection does not relieve the property owner from responsibilities for water se maintenance and in no way prejudices the Town of Covington's right to inspect or regulate the building water line or a portions of premises water system.



WATER SERVICE DETAIL: CUSTOMER PORTION

N.T.S.

NOTES

1. STAINLESS STEEL INSERTS SHALL BE USED AT ALL HDPE CONNECTIONS
2. HDPE SERVICE LINE SHALL BE ENCLOSED WITH A SLEEVE PIPE COVER OR FINE SAND BEDDING.
3. TRACER WIRE SHALL BE MADE CONTINUOUS FROM THE METER PIT TO THE BASEMENT OR CRAWL SPACE. CUSTOMER TO CONNECT TO TRACER WIRE AT THE POINT OF CONNECTION NEAR THE METER PIT.
4. THE INTERNAL PLUMBING SYSTEM SHALL BE PROTECTED FROM PRESSURE SURGES, THERMAL EXPANSION, HYDRAULIC SHOCK AND FREEZING PER THE NEW YORK STATE PLUMBING CODE AND BUILDING CODE OF THE TOWN OF COVINGTON.
5. MAINTENANCE OF THE WATER SERVICE FROM THE METER PIT TO AND INCLUDING THE INTERNAL PLUMBING ON PREMISES, AND ITS USE, MUST ALWAYS BE KEPT IN FULL COMPLIANCE. THE FOREGOING REMAINS THE SOLE RESPONSIBILITY OF THE WATER CUSTOMER. THE TOWN'S RESPONSIBILITY ENDS AT THE RIGHT-OF-WAY LINE OR EASEMENT AFTER CONSTRUCTION.
5. THE CUSTOMER MUST SUBMIT A COMPLETE WATER CONNECTION APPLICATION, OBTAIN TOWN APPROVAL TO PROCEED AND SCHEDULE INSPECTIONS BY THE TOWN PRIOR TO BACKFILLING OR PLACING THE CUSTOMER PORTION INTO USE.
7. PROVIDING SUFFICIENT SPACE FOR THE SERVICE PIPING TO ALLOW FOR EXPANSION AND CONTRACTION OF

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“PRIVATE WELL SEPARATION”

This is an explanation to explain what you have to do with your well, and/or the other sources of water that you may have, in order to receive public water. The term “well” includes all private water sources on the property (cisterns, springs, etc.).

To obtain service from the Town of Covington, the private water source must be dealt with in accordance with the New York State Sanitary Code, Part V. The New York State and local Health Departments require water purveyors to operate under and enforce the State Sanitary Code. These regulations are meant to protect the public water system as well as the underground aquifer (if you would like a copy of these regulations you can request one from us). As a result, you must choose one of three options to ensure that the well and public water supply are permanently separated. The options are: (1) abandon your well, (2) separate the plumbing of the well and the public sources, or (3) install and maintain an approved back-flow prevention device.

Option 1 - Well Abandonment:

The best long-term option for you and the Town of Covington is to simply abandon your well in accordance with the Health Department regulations. This saves you the expense of using and maintaining the well (i.e., electricity, replacing the well’s components such as the pump, bladder tank, foot valve, etc.), the inconvenience of having to abandon the well sometime in the future. In most cases, the cheapest and easiest abandonment method (for a well with a casing pipe) is to remove the casing to a depth of 18 inches below the ground and install a concrete cap. The cost of this method can be reduced further if you are the handy, do-it-yourself type that does not need to have a plumber do all the work. The abandonment must be inspected by the Town, which is done free of charge. Other requirements that must be followed and alternate methods of abandonment for the various types of wells and private sources of water (e.g. dug well or cistern) are described below.

1. Cisterns

- a. Disconnect all incoming source pipes from the gutters or roofs and divert this storm drainage outside.
- b. Drain or pump the cistern dry.
- c. Cut and plug all incoming source pipes either on the inside or outside of the cistern wall.
- d. Disconnect and remove all supply pumps and appurtenances.
- e. Cut and plug all supply piping (suction and discharge) either on the inside or outside of the cistern wall.

2. Springs

- a. Remove any pump, piping, and/or electrical conduit/cable from inside the spring.
- b. Cut and cap the water supply line(s) outside of the spring enclosure.
- c. Cap the water supply line(s) at the inside wall of the house or other structure(s).
- d. Provide drainage relief for the spill basin.

- c. Fill well with clean fill.
4. Drilled or Driven Well – Scenario No. 1
 - a. Remove well pump, well piping, and electrical conduit/cable.
 - b. Plug and cap the water supply line(s) at the inside wall of the house or other structure(s).
 - c. Lower the well casing a minimum of 18 inches below grade and tightly cap the well casing by employing one of the following methods:
 - ◆ Place a cover or cap over the top of the well casing. Install a concrete cap, 12 inches in thickness with a round area of twice the diameter of the casing (see Figure No. 1) or a square area with a side dimension of twice the diameter of the casing (not shown in the figure).
 - ◆ Plastic Casing – Solvent weld a plastic cap to the top of the well casing.
 - ◆ Cast Iron/Steel Casing – Completely weld (continuous bead) a ¼” steel plate to the top of the well casing.
5. Drilled or Driven Well – Scenario No. 2
 - a. Remove well pump, well piping, and electrical conduit/cable.
 - b. Plug and cap the water supply line(s) at the inside wall of the house or other structure(s).
 - c. Fill well casing with puddled clay (bentonite), concrete, or neat cement (ASTM C150).

Option 2 - Well Separation:

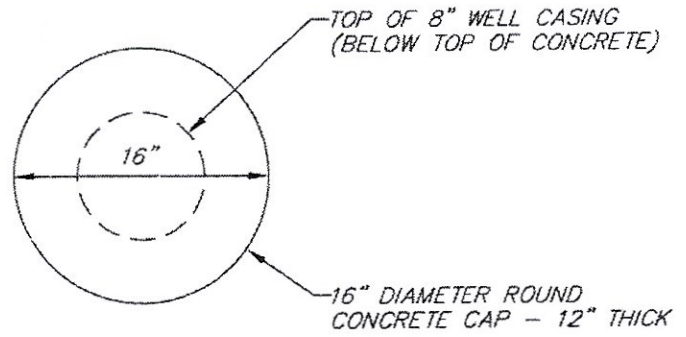
Your second option is separation of the public and the private systems. The plumbing system from your well must be totally isolated from any plumbing connected to the public system.

After you separate the plumbing systems, the Town must inspect them before your water service is turned on. Health Department regulations also require additional inspections, every three years and whenever the home is sold, for as long as the well exists on the property.

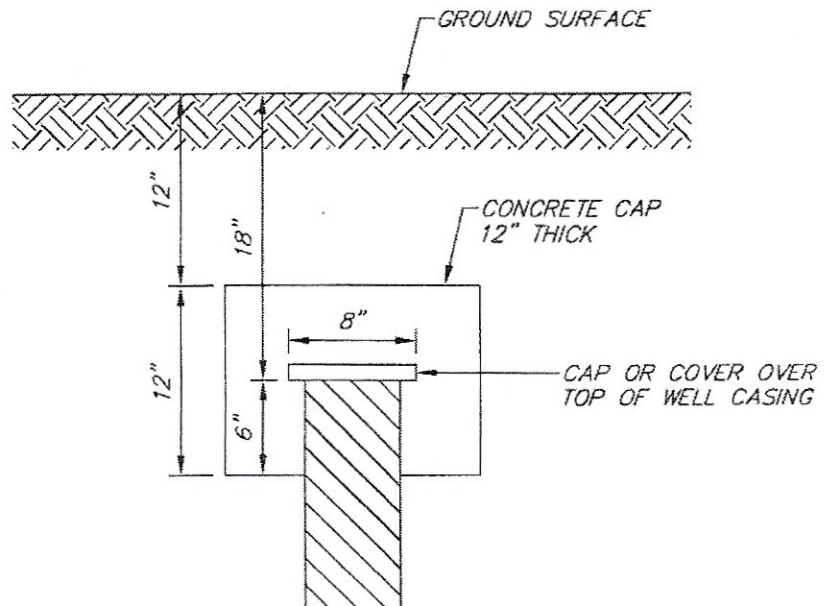
Option 3 – Backflow Prevention Device:

Your third option is to install an approved backflow prevention device on your public service near the meter. This is typically the most costly option, but affords you the greatest flexibility for the use of your well. This option requires the installation of the backflow device be designed by a Licensed Professional Engineer or Architect whom you will need to contact directly. In addition, this device needs to be inspected, initially by the Town, and then every year by a tester certified by the Health Department (usually a plumber).

NOTE: EXAMPLE SHOWN FOR 8" DIAMETER CASING.



TOP VIEW



SIDE VIEW

WELL ABANDONMENT DETAIL