

TERMS AND CONDITIONS

PASSAMAQUODDY WATER DISTRICT

The following Terms and Conditions made by the PASSAMAQUODDY WATER DISTRICT and filed with the Maine Public Utilities Commission constitutes a contract between the customer and the utility. The customer agrees to adhere to these Terms and Conditions and to take water only for purposes stated in the application and at the established rates.

DEFINITIONS

The word “utility” refers to the PASSAMAQUODDY WATER DISTRICT.

The word “customer” means any person, firm, corporation or governmental division who has applied for and is granted service or who is responsible for payment of the service.

The word “main” means a water pipe, owned, operated and maintained by the utility, which is used to transmit or distribute water but is not a water service pipe.

The words “service pipe” means the pipe running from the main to the premises of the customer.

01. NEW SERVICES. The utility is responsible for all materials and supplies from the main to the curb stop (including the curb stop). The owner or the owner’s agent is responsible for all costs incurred other than materials and supplies, such as, but not limited to, the road opening permit, tarring and the costs associated with the excavation from the dwelling to the water main.

02. APPLICATION OF SERVICE. The owner or the owner’s agent, or the occupant of the establishment to be served may apply for service on forms provided by the utility. If seasonal rental property only the property owner may be an applicant for service. Any tenant may become a customer if the tenant assumes responsibility for future service under the conditions set forth in 35-A M.R.S.A. Sec. 706(2), Chapter 660 of the Commission’s Rules, and Section 5 below. If a new service connection or other work on the establishment is required, the owner must authorize the utility to enter the premises to do the necessary work.

03. SEASONAL CUSTOMER. A seasonal customer regularly takes service for only a portion of the year from either a summer or year-round main. A seasonal customer will be subject to the rules and charges of seasonal rates in effect. A customer regularly vacating the premises for three months or less may elect in writing to be classified as an annual customer subject to annual charges. A customer vacating the premises over three months is classified as seasonal.

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04. BILLING PROCEDURES. Annual metered and annual flat rate charges are normally billed quarterly. The utility does reserve the right to render bills monthly if it so desires.

Public fire protection charges shall be due and payable on a monthly basis. Private fire protection charges shall be due and payable on a monthly, quarterly or semi-annual basis in arrears at the option of the district.

All bills shall be payable at the office of the utility or at any designated collection station. Failure of the customer to receive his/her bill does not relieve him/her of the obligation of its payment nor for the consequences of non-payment.

05. CREDIT AND COLLECTION PROCEDURES. All credit and collection procedures for residential and non-residential customers will be based upon Chapters 660 and 870 of the Maine Public Utilities Commission's Rules and Regulations. In accordance with Chapter 660, the system may demand a deposit from any residential customer and calculate a reasonable amount in accordance with this rule. The interest rate on customer deposits shall be the rate set from time to time by the Public Utilities Commission.

06. DISCONNECTION OF LEASED OR RENTED PROPERTY. Before disconnecting a leased or rented single-meter, multi-unit residential property, the utility shall comply with the notice requirements contained in Chapter 660 of the Commission's Rules and Regulations, and must offer the tenant the right to take responsibility for future payments.

Leased or Rented Single-meter, Multi-unit Residential Property: Pursuant to Chapter 660, in addition to the above, before disconnecting a leased or rented single-meter, multi-unit residential property, the Utility shall:

- a. Apply any existing deposit to the current account balance, and
- b. Assess, against the landlord, a collection fee of \$XXXXXX in addition to any applicable reconnection fee set forth in Section 9 of these Terms and Conditions.

At its discretion, the Utility may separately meter or cause to be separately metered, at the landlord's expense, each dwelling unit within the property.

07. RESTORATION OF SERVICE. The Utility will charge a customer a reconnection fee to restore services at the customer's premises if service was disconnected for non-payment of bills, violation of the Terms and Conditions, fraudulent use of water, dangerous and or health conditions on the customer's premises, violation of Commission rules or at the customer's request.

The reconnection charge is \$35.00 for each resumption of service made during the normal business hours of 8:00 a.m. to 3:00 p.m. Monday through Friday. The charge during other than normal business hours is \$75.00 per hour with a minimum charge of \$75.00. This fee must be collected prior to reconnection of service.

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08. CHARGE OF ESTABLISHMENT OF SERVICE. The utility will charge \$35.00 to establish water service during the hours of 8:00 a.m. to 3:00 p.m., Monday through Friday. The charge during other than normal business hours is \$75.00 per hour with a minimum charge of \$75.00.
09. COLLECTION TRIP FEE. If utility personnel visit the customer's premises to disconnect service for non-payment and in lieu of actual disconnection the customer pays or makes a payment arrangement for the entire past due balance, the utility may charge a collection fee of \$10.00.
10. TERMS OF PAYMENT. All bills are payable upon presentation. A late payment charge may be made on any unpaid balance outstanding after 30 days from the postmark of any bill. The late payment charge will be the maximum amount allowed under Chapter 870 of the Commission's Rule. Payments may be made at the office of the utility or at any designated collection station. Failure of the customer to receive his/her bill does not relieve him/her of the obligation of its payment nor from the consequences of non-payment.
11. CHARGE FOR RETURNED CHECKS. The utility will charge the customer's account for any check returned by the bank for reason of non-payment. The charge is the greatest of \$5.00 per check or the amount the bank charges the utility, not to exceed \$15.00. The utility will furnish the customer with proof of any bank charges in excess of \$5.00.
12. UNAUTHORIZED USE OF WATER. No customer shall supply water to another, or use it for any purpose not mentioned in his/her application without prior utility approval. No person shall obtain water from any hydrant or other fixture of the utility without prior approval.
13. MAINTENANCE OF PLUMBING. A customer must maintain the plumbing and fixtures with his/her own premises in good repair and protect them from freezing at customer's expense. The meter will be located in a warm, clean, dry, and accessible area such that it can be serviced and read during normal business hours. The customer is responsible for all labor, overhead, material and equipment costs associated with repairing damaged or frozen water meters and service pipes. Painting of meters or remote reader unit constitutes damage.
14. NO TAMPERING WITH UTILITY PROPERTY. No person may tamper with utility property. No valve, shutoff, hydrant or standpipe, which is the property of the utility, will be opened or closed or otherwise operated by other than persons authorized by the utility.
15. ACCESS TO PREMISES. Employees of the utility having proper identification have free access to all premises supplied with water, at all reasonable hours to permit the

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inspection of plumbing and fixtures, to set, remove or read meters, to ascertain the amount of water used and manner of use, and to enforce these Terms and Conditions.

16. LIABILITY. The utility will not be responsible for damage caused by discolored or unsatisfactory water service which may be caused by cleaning of pipes, reservoirs, standpipes, or the opening or closing of any valves or hydrants, or any abnormal condition, unless caused by the lack of reasonable care by the utility. The utility will not be responsible for meeting unusually high water quality standards specialized or industrial customers.

17. SERVICE INTERRUPTION. The utility will provide notice of any planned shut-off to affected customers at least twenty-four hours in advance of the interruption of service. The utility will give notice of any unplanned shut-off when practicable. If a customer requests, the utility will make a pro rata reduction in the customer's minimum bill if service is interrupted for longer than forty-eight hours and the interruption is not the customer's fault.

18. REPLACEMENT/REPAIR OF DAMAGED WATER METERS

The charges to customers for costs incurred for the repair or replacement of meters One inch or less damaged due to improper care by customers are as follows:

<u>Meter Size</u>	<u>Charges to REPAIR during business hours</u>	<u>Other times</u>
	Not to exceed	
5/8 & 3/4 "base	\$60/hour	\$160/hour
5/8 & 3/4" with		
base & chamber	\$90/hour	\$190/hour
1" with base	\$70/hour	\$170/hour
1" with base &		
chamber	\$130/hour	\$230/hour

Note: Meter larger than 1" must be replaced when frozen

<u>Meter Size</u>	<u>Charges to REPLACE during business hours</u>	<u>Other times *</u>
	Not to exceed	
5/8 & 3/4"	\$175	\$275
1"	\$320	\$420
1 1/2"	\$740	\$840
2"	\$1,185	\$1,285

- Reflects minimum two-hour call out *
- Meters larger than two inch will be billed the actual cost of replacement

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19. METERING. Except as provided in Chapter 660, where there is more than one occupant of a building supplied with water, the utility may require the owner to arrange the plumbing to permit separate connections with shutoffs and meters in locations acceptable to the utility, for each place of business or abode.
20. METER TESTING. The utility will test its water meters according to the schedule and standards in Chapter 620. Upon customer's request, the utility will test the customer's water meter at no charge unless the customer requests more than one test in 18 months. If the customer requests a test more frequently, the utility may require the customer to pay a deposit to cover the cost of the test. If a meter tested at the customer's request does not conform to standards, the customer's deposit will be refunded and the utility will adjust the customer's bill according to the provisions of Chapter 620. If the meter conforms to standards, the utility may keep the customer's deposit and continue to use the meter at the customer premises.
21. SUBMETERING. Additional or auxiliary meters for showing subdivision of water must be furnished, installed, read and maintained at the customer's own expense.
22. STOP VALVE & BACKFLOW DEVISE. Every service must comply with the backflow/cross connection program of the Passamaquoddy Water District.
23. CROSS CONNECTIONS. No cross connection between the public water supply system and any other supply will be allowed unless properly protected in accordance with the directives and rules of the State Bureau of Health, and no new cross connection may be installed without the approval of the Bureau and the utility. In addition, no connection capable of causing back flow between the public water supply system and any plumbing fixture, device or appliance, or between any waste outlet or pipe having direct connection to waste drains will be permitted. If the owner of such a connection fails or refuses to break or properly protect the connection within a time limit specified by the utility, the utility may disconnect the service according to Chapter 660.

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24. FLUCTUATION OF PRESSURES BY CUSTOMER'S APPARATUS. A Customer may not install or use any device which will affect the utility's pressure or water quality without prior utility permission.
25. SAFEGUARDING DIRECT PRESSURE WATER DEVICES AND SYSTEMS SUPPLIED BY AUTOMATIC FEED VALVES. Customers must install vacuum, temperature and pressure relief valves or cutouts to prevent damage to a direct pressure water device or secondary system supplied by an automatic feed valve.
26. UTILITY JOBBING. A customer must complete a written application before a utility will provide unregulated utility service. The customer must pay a deposit equal to the utility's written estimate. Unless the work is done on a flat rate basis, the utility will return any excess deposit upon completion. If the final cost exceeds the deposit, the customer must pay the additional amount upon completion.
27. JOINT USE OF SERVICE PIPE TRENCH. Normally, water service pipes will not be placed in the same trench with other utility facilities. Where possible, a horizontal separation of ten feet will be provided. Where extenuating, unusual or special circumstances are encountered, a lesser separation or joint use of trench may be allowed if all parties agree provided that the installation complies with all applicable laws, rules and regulations.
28. USE OF HOSE AND LAWN SPRINKLER. When necessary to conserve the water supply, the utility may restrict or prohibit the use of hoses and sprinklers for both flat rate and metered customers.
29. FIRE HYDRANTS. Fire hydrants may not be used for any purpose other than to extinguish fires unless prior permission is given by the utility. Any person other than an agent of the utility or a duly authorized representative of the municipality or the owner must not open fire hydrants. Other than a fire emergency, the utility must be notified before operating a hydrant.

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30. PRIVATE FIRE PROTECTION. Customers requiring private fire protection must contact the utility to determine the availability of fire service at their location. Fire service, if available, will be installed at customer's expense within the bounds of the public way or right of way. The fire service line, after installation, will be owned and maintained in the public way or right of way by the utility. Ready-to-serve charges for fire services are billed monthly. The utility does not guarantee any quantity of water or pressure available through a fire protection service. The owner of the service shall determine, from time to time, the adequacy of supply through the fire service by conducting tests of this private system. Timely notice must be given to the utility so a representative of the utility can be present to observe the test.

That portion of the fire service line within the public right of way shall comply with the Passamaquoddy Water District's specifications.

Any time a customer or agent thereof is going to test a system and or flow water, the District must be notified.

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