

SOUTH ALBURGH FIRE DISTRICT NO. 2 (SAFD2)

c/o Alburgh Village Office
1 Firehouse Rd.
Alburgh, Vermont 05440

Ph: (802) 796-3763 Fax: (802) 796-3939
safd2customer@gmail.com

Steps for Connecting to SAFD2's Water System (for Exempt Single Family Residences)

April 29, 2015

1. Download the following forms and information from www.safd2.org, or contact the SAFD2 Administrative Clerk for copies:
 - a) Customer Connection Checklist
 - b) Single Family Residence Exemption Form
 - c) Sample SAFD2 Connection Approval Letter
2. Determine the design of your water connection, including whether you will use a Standard Meter Installation, where the meter is in the basement or a heated space, or a Meter Pit, where the meter is in a concrete pit near the water main. This determination will be made by you based on discussions with your plumber and/or excavation contractor, and the SAFD2 System Operator. Follow the instructions provided below for your chosen installation approach.
3. Return the completed Customer Connection Checklist. SAFD2 will issue a Connection Approval Letter authorizing your properly completed connection.
4. Record the Exemption Form and Connection Approval Letter with the Alburgh Town Clerk.

If your property is not an exempt single family residence, you must receive a permit from Vermont's Drinking Water and Groundwater Protection Division in order for SAFD2 to authorize connection to its system. Information is found at <http://drinkingwater.vt.gov/>

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FOR CUSTOMERS WITH STANDARD INSTALLATION
(METERS IN BASEMENT OR HEATED SPACE)

1. Coordinate the services of an excavating contractor to install a water service line to the building and a Vermont-licensed plumber to install the meter and connection components.
 - Original customers who paid their connection fee before the end of project construction had their curb-stop assembly installed by the construction contractor. Post-construction customers are responsible for installing the curb-stop assembly as part of establishing their connection.
 - The property owner is responsible for the cost of the excavating contractor's and plumber's services.
2. Notify the SAFD2 Water Operator, Jason Beaulac (who also operates the Alburgh Village Water System), so he can coordinate the SAFD2 activities.
3. Schedule a date and time to connect your piping inside your home. At the time of connection, SAFD2 will provide your plumber with the water meter assembly, wire, and radio read module for installation. The Vermont-licensed plumber you hire will perform the connection to the system, including installation of the meter, components and radio read module.
4. The plumber must complete the Customer Connection Checklist and have it signed by the SAFD2 System Operator prior to water being turned on. Please note that you or an authorized representative must be at the property in order for SAFD2 to turn on the water.
 - Your existing water source cannot be connected in any way to the new water system. The bottom of the second page of the Checklist is a certification that no cross connection exists between your existing supply and the community water system. Customers have the option of keeping their existing supply for uses such as watering lawns and gardens or washing cars. If you choose this option, be sure to have the plumber provide a detailed sketch showing a revised piping schematic detailing how the pipes are not connected.
5. Return the completed Customer Connection Checklist to SAFD2.

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FOR CUSTOMERS WITH METER PIT INSTALLATION

1. Coordinate the services of an excavating contractor to either install a new water line to the building or connect your existing service line (i.e., in all cases, the existing water supply will need to be physically disconnected from the SAFD2 Water System) and tie-in to the meter pit.
 - Original customers who paid their connection fee before the end of project construction and chose a meter pit installation had their meter pit and curb-stop assembly installed by the construction contractor. Post-construction customers are responsible for installing the meter pit and curb-stop assembly as part of establishing their connection.
 - The property owner is responsible for the cost of the excavating contractor and a Vermont licensed plumber if one should be needed to complete your design.
2. Notify the SAFD2 Water Operator, Jason Beaulac (who also operates the Alburgh Village Water System), so he can coordinate the SAFD2 activities.
3. Schedule a date and time to connect to the SAFD2 system. SAFD2's Water Operator, Jason Beaulac, will provide the water meter assembly, wire, and radio read module.
4. The Customer Connection Checklist must be completed by your contractor and signed by the SAFD2 System Operator prior to water being turned on. Please note that you or an authorized representative must be at the property in order for SAFD2 to turn the water on.
 - Your existing water source cannot be connected in any way to the new water system. The bottom of the second page of the Checklist is a certification that no cross connection exists between your existing supply and the community water system. Customers have the option of keeping their existing supply for uses such as watering lawns and gardens or washing cars. If you choose this option, be sure to have the plumber provide a detailed sketch showing a revised piping schematic detailing how the pipes are not connected.
5. Return the completed Customer Connection Checklist to SAFD2.