



The State of New Hampshire
Department of Environmental Services



Thomas S. Burack, Commissioner

February 1, 2016

Dear Program Director/Center Director/Applicant:

The Department of Environmental Services would like to inform you of the current responsibilities of a non-transient non-community public water system as defined in the New Hampshire Safe Drinking Water Act and NH Administrative Rules Env-Dw 401.02. Any child care agency which is licensed for 25 or more children, operates during 6 or more calendar months of the year, and which has an independent, on-site water supply source (not on a municipal water supply), is considered to be operating a non-transient non-community (NTNC) public water supply system. For additional information, please refer to the Environmental Fact Sheet WD-DWGB-14-2, *Overview of Responsibilities for Operating a Public Non-transient Non-community Water System*. This Fact Sheet is available online at <http://des.nh.gov/organization/commissioner/pip/factsheets/dwgb/index.htm>.

All non-transient non-community water systems are required under federal and state law to:

- 1) Regularly monitor for bacteria. NTNC systems typically sample for bacteria 4 times a year in accordance with the months designated on their master sampling schedule.
 - 2) Regularly monitor for lead and copper, as required under the Lead & Copper Rule. An average of 5 samples is taken twice during the first year. Depending on the results, the number of required samples may vary.
 - 3) Perform chemical monitoring. As a non-transient non-community system, you are eligible to apply for sampling waivers. By obtaining sampling waivers and implementing measures to help protect your drinking water source(s) from contamination, you can save costs by reducing the frequency of testing for VOCs and SOCs. Approximately 76% of eligible water systems participate in the waiver program. Waivers are granted based on source protection criteria. A water system must be in compliance with the Drinking Water and Groundwater (DWGB) rules to participate. The application process is not difficult, it is free to apply, and help is available. More information about the program is available at <http://des.nh.gov/organization/divisions/water/dwgb/dwspp/waivers/index.htm>.
- A water sampling schedule is assigned once a system is enrolled in the NH Public Water System Program. A Master Sampling Schedule will be mailed to you that specify your sampling requirements. The master sampling schedules and all analysis request forms are available on line at the DES OneStop web page at http://www2.des.state.nh.us/OneStop/Public_Water_Systems_Query.aspx
 - A list of accredited laboratories that offer drinking water testing services may be found at

www.des.nh.gov

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(603) 271-2513 • TDD Access: Relay NH 1-800-735-2964

<http://des.nh.gov/organization/divisions/water/dwgb/nhelap/documents/labs-private-wells.pdf>.

- You will be required to maintain copies of the sampling records on site.

Note: All sample analyses must be conducted by an accredited laboratory.

- 4) Undergo a sanitary survey water system inspection once every three years. The NHDES staff conducts the survey at no cost to the water system. Any significant deficiencies observed by the surveyor must be corrected by the water system within a specified time frame.
- 5) Pay an annual Permit to Operate fee. This fee is currently \$150.00 for non-transient non-community systems. The signed PTO application and fee are due by June 30 of each year.
- 6) Retain a NH certified water system operator. To meet this requirement, the owner(s) may hire a NH certified operator, may become certified by passing the certification examination or may have an individual associated with the water system become certified. The cost of the small systems grade 1A examination is \$50.00. The renewal period for certification is two years and the renewal fee for the grade 1A operator is \$50.00. Continuing education is required to maintain *all levels* of certification per renewal period. The continuing education requirements for small system operators grade 1A is a minimum of 5 hours. More information concerning operator certification is available on our website at http://des.nh.gov/organization/divisions/water/dwgb/op_cert/index.htm.

If your childcare agency meets the criteria in the first paragraph of this letter or if you have any water system questions, you should direct your call to one of the engineering staff at (603) 271-2513 or by email at dwgbinfo@des.nh.gov. Questions regarding your child care license should be directed to the Child Care Licensing Bureau at (603) 271-9025.

Sincerely,



Sarah Pillsbury, Administrator
Drinking Water and Groundwater Bureau