



The State of New Hampshire
DEPARTMENT OF ENVIRONMENTAL SERVICES



Thomas S. Burack, Commissioner

July 8, 2008

Russell E. Prescott
R.E. Prescott Co., Inc
10 Railroad Avenue
Exeter, New Hampshire 03833-0339

**Subject: CWS Hampton: Hemlock Haven; EPA ID: 1053020
NHDES #999050**

Dear Mr. Prescott:

The New Hampshire Department of Environmental Services (Department) is in receipt of a water conservation plan submitted on May 27th 2008 by R.E. Prescott Co. on behalf of Richard Bley of Hemlock Haven. The plan was submitted to fulfill the requirements of Env-Ws 390, *Water Conservation Rules*. Public notification was completed on May 28th, 2008 with the 21 day period for comment expiring on June 18th, 2008.

The purpose of this letter is to conditionally approve the May 28th, 2008 Water Conservation Plan for the subject water system. The plan is approved with the following condition.

- **Leak Detection:** The system shall complete a comprehensive leak detection survey of the entire distribution system every two years following procedures outlined in "Manual of Water Supply Practices, Water Audits and Leak Detection" document identification number AWWA M36, American Water Works Association, 1999. The leak detection program shall include a listening survey of water lines at appropriate intervals such that the entire length of pipe may be screened for leaks. Any leaks discovered as part of the survey shall be repaired within 60 days of discovery.

Every three years from the date of this letter the water system shall supply the Department with documentation of compliance with the plan. This information shall be supplied on a form provided by the Department and shall include contact information for the water system owner and the person responsible for carrying out the tasks of the plan, all data relating to leak detection, pressure reduction, public outreach, and the dates these tasks were performed.

If you have any questions about this letter or any other water conservation issues please feel free to call me at **271-6685** or email me at derek.bennett@des.nh.gov

Sincerely,

A handwritten signature in black ink that reads "Derek Bennett". The signature is written in a cursive, flowing style.

Derek S. Bennett
Water Conservation
Drinking Water and Groundwater Bureau

Ec: Diana Morgan, Steve Roy, Jim Gill – NHDES DWGB

Cc: Richard Bley - Hemlock Haven
Ellen Geothel, Jane Cypher - Town of Hampton
Cliff Sinnott - Rockingham Planning Commission

Water Conservation Plan Small Community Water Systems

PROJECT NAME: *Hemlock Haven*

TOWN/CITY: *Hampton, NH*

DATE: *May 27, 2008*

EPA ID # *1053020*

PURPOSE

This form provides the information needed for small community water systems to meet the reporting requirements of Env-Ws 390, Water Conservation Rules. Once completed, this form can fulfill the requirements of Env-Ws 390.10. You don't have to use this form. However, based on experience, the DES has found that use of a form speeds the application process. If you prefer to produce an original report, remember to provide all the information required under the rules. Helpful information and reminders are provided throughout the form and are printed in (parenthesis). Copies of this form, the rules, a summary of the rules, educational materials for public distribution, and other useful publications may be found at http://www.des.nh.gov/h2o_conservation.htm.

INSTRUCTIONS

A. Obtain copies of the following materials from either the DES's Public Information Center (603) 271-2975 or from http://www.des.nh.gov/h2o_conservation.htm.

- Administrative Rule, Env-Ws 390, Water Conservation Rules.
- Fact sheet, Summary of the Water Conservation Rule.
- Any pertinent water efficiency fact sheet.
- Extra copies of this form.

B. Review the water conservation rules and guidance materials obtained above. You should use these materials to prepare your water conservation plan. It is suggested that you submit a draft plan for review prior to meeting your public notification requirements in case substantive changes to the plan are necessary. Re-submittal of the report to the public entities can be avoided if initial review is performed by the DES.

C. Complete the form by answering all questions and providing the appropriate attachments. Answer the questions from top to bottom, unless instructed to skip to another section. Helpful information and reminders are provided throughout the form and are printed in (parenthesis).

D. Before submitting, review the form to ensure all questions are answered and all attachments are included. When complete submit to:

Water Conservation Plans
Small Community Well Siting Program
NH Department of Environmental Services
Drinking Water and Groundwater Bureau
PO Box 95
Concord, NH 03302-0095

For help with this form or other water conservation planning concerns call Derek Bennett at (603) 271-6685 or Diana Morgan at (603) 271-2947.

Information contained in this form is current as of December 2007. Statutory or regulatory changes that may occur after October 2005 may cause part or all of the information to be invalid. If there are any questions concerning the status of the information please contact DES at (603) 271-6685.

Section 1.0 GENERAL INFORMATION

Well Siting: Has a Preliminary Well Siting report been submitted to the DES? (If your answer is NO, please contact the DES at (603) 271-2947 before you proceed further)

YES

1.1 Project Contacts / System Ownership

1.1a Project Contact (Person completing this form?)

Name: *Russell E. Prescott, PE*
Address: *10 Railroad Avenue, Exeter NH 03833*
Company: *R.E. Prescott Co., Inc.*
Phone Number: *603.772.4321*

1.1b Project Owner (Who is responsible for compliance with the water conservation plan, as approved by the DES?)

Name: *Richard Bley*
Address: *P.O. Box 154, Melvin Village, NH 03850*
Company:
Phone Number: *603.770.1759*

1.1c Person responsible for completing the activities outlined in this plan (Please note that the person completing water conservation plan activities must be a certified water system operator or water system personnel supervised by the certified operator.)

Name: *Russell E. Prescott, PE*
Address: *10 Railroad Avenue, Exeter NH 03833*
Company: *R.E. Prescott Co., Inc.*
Phone Number: *603.772.4321*

1.1d Will ownership of the water system be transferred, at a future date, from the person listed in 1.1b to a homeowner's association or other entity?

NO

1.2 Type of Water System

1.2a Is this a new source for a new or existing community water system owned by a landlord who supplies water to tenants and includes water service in rental fee?

YES _____ NO _____ (If YES, you must complete Sections 2.2, 3.0, 5.0 and 6.0)

1.2b Is this a new source for an existing community water system that does not meet the definition in 1.2a?

YES X NO _____ (If YES, you must complete Sections 2.2, and 3.0 through 6.0)

1.2c Is this a new source for a new community water system that does not meet the description in 1.2a above?

YES ___ NO ___ (If YES, you must complete Sections 2.1, and 3.0 through 6.0)

Section 2.0 METERS, UNACCOUNTED FOR WATER, AUDITS, AND LEAK DETECTION

2.2 Existing Small Community Water Systems, New or Existing Water Systems Owned by a Landlord Who Supplies Water only to Tenants and Includes Water Service in a Rental Fee. (If this is an existing small community water system, or a new system that meets the definition in Section 2.1 (a), the water system has the choice to either:

1. Install meters on all service connections within three years of approval of the plan and estimate unaccounted-for water [see section 2.2b – 2.2e], or
2. Conduct a comprehensive leak detection survey every two years [See section 2.2f].

2.2a Is your system choosing to install meters on your system to track unaccounted-for water?
NO

If YES, your system must estimate unaccounted-for water annually. Complete sections 2.2b, 2.2c, 2.2d and 2.2e. If you answered NO, your system must perform a leak detection survey every two years, go to section 2.2f.

2.2f Leak Detection Program

Describe below who will be responsible for conducting a leak detection survey, the frequency of the surveys and a brief text description of how those surveys will be conducted. (Surveys for existing systems that are opting out of metering service connections shall be performed at least every two years. Leaks identified by the survey must be repaired within at least 60 days unless a waiver is obtained from the DES. The requirements of this section of the rule must follow the standards set forth in AWWA M36, Manual of Water Supply Practices, Water Audits and Leak Detection, available from the American Water Works Association. www.awwa.org/bookstore)

A leak detection survey will be conducted at least every two years by the owner or certified operator of Hemlock Haven's water system. The procedure for leak detection is utilizing gate valves in the distribution lines to isolate sections of the distribution system to determine if any leaks are present. Review of water usage is on-going in order to determine excessive use. Leak detection will follow the standards set forth in AWWA M36, Manual of Water Supply Practices, Water Audits and Leak Detection.

Section 3.0 PRESSURE REDUCTION

(Pressure reduction shall be implemented upon obtaining approval of a new source of water when it is technically feasible, consistent with industry standards, and consistent with public health and safety considerations. Existing small community water systems have one year after approval of the conservation plan to implement this requirement, if feasible. All pressure reduction measures must meet the requirements of Env-Ws 372, Design Standards for Small

Community Public Water Systems.) Is pressure reduction technically feasible for this system? If YES, explain below how it will be accomplished for the system. If NO, explain why below.

Yes. To conserve water, pressure reduction for this CWS may be technically feasible, consistent with industry standards, and consistent with public health and safety considerations. All pressure reduction measures to meet the requirements of Env-Ws 372, Design Standards for Small Community Public Water Systems.

The elevation changes for this CWS may allow the pump house to operate at a reduced pressure setting for the whole system.

Section 4.0 CONSERVATION RATE STRUCTURE

(All new small community water systems must adopt a rate structure as described in Env-Ws 390.04.) Describe below the conservation rate structure the water system proposes adopting, or if not practical or feasible for the system, describe below how the water system will manage water service fees to meet the intent of the rule and promote water conservation. (You will need to fill out a waiver application form found at the end of this document.)

The water rate structure will be a fixed monthly cost included as rental fee set by the owner of Hemlock Haven. New Hampshire Department of Environmental Services will be notified of this fee when it is set.

Section 5.0 PUBLIC NOTIFICATION

(Within seven days of submitting the final water conservation plan for review by the DES a small community water system must provide a copy of this report via certified mail to the governing board of the municipality in which a proposed source is located, to all wholesale customers [if any], and to the regional planning commission for the location of the proposed source. The water system shall supply the governing boards with a copy of a summary of the requirements of Env-Ws 390. This document can be found at http://www.des.nh.gov/h2o_conservation.htm. You must also note in your correspondence to the above-mentioned governing boards that a copy of the Well Siting Application is available for their review at the DES and provide them with DES contact information. The water system shall request that the governing boards amend any site plan submitted to them for review so that it reflects the requirements of Env-Ws 390 and promotes water conservation landscaping principals.) List the names and addresses of the governing boards receiving public notification. Attach a copy of the cover letter sent to the governing boards and a copy of the certified mail receipts when available. List the educational/outreach materials that the system is providing to the municipalities for review.

A copy of this report via certified mail has been sent to the town of Hampton, NH and to the Conservation Commission along with a copy of a summary of the requirements of Env-Ws 390. A cover letter was written to request that the town of Hampton, NH amend any site plan submitted to them for review so that it reflects the requirements of Env-Ws 390 and promotes water conservation landscaping principals. The Rockingham Regional Planning Commission will also receive a copy of this report via certified mail.

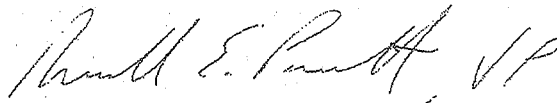
The names and addresses of those receiving public notification are on the cover page of this document. Copies of the cover letter sent to the governing boards. "Water Conservation at Home" educational outreach material was also mailed.

Section 6.0 EDUCATIONAL OUTREACH INITIATIVE

(Such an initiative may be achieved in many ways, but must be implemented immediately upon approval of the conservation plan and should include the pertinent water efficiency fact sheets that can be found at the website listed at the beginning of this report. These educational mailings can be included with wellhead protection program educational mailings as required by Env-Ws 378.18 or with the water system service bills. Other acceptable outreach initiatives include water system or homeowner's association newsletters, posting of water conservation fact sheets in public areas used by water system customers, or any other initiative that meets the intent of the rules.) Provide a brief description of your educational outreach initiative. Include implementation procedures, the person responsible for the initiative, the content of educational mailings proposed (if any), and the wording of any newsletter insertions or public postings. (There is no need to provide copies of educational outreach materials that you are acquiring from DES. Only provide copies of educational outreach materials generated by the water system.)

Implemented immediately upon approval of the conservation plan, pertinent water efficiency fact sheets found at the NHDES website shall be included with the yearly consumer confidence water system reports. The person responsible for the Conservation Program will be the water system operator or supervised by the water system operator. The typical educational outreach fact sheets are available at the NH DES website referenced above and are DWGB-26-2 "Water Efficiency Practices for Domestic Indoor Water Use" and DWGB-26-3 "Water Efficiency Practices for Outdoor Water Use".

Preparer's Signature: _____



Date: _____

5-27-08