

**NOTICE OF BOARD ACTION  
BOARD OF DIRECTORS  
TOWN OF MANCHESTER, CONNECTICUT**

On June 6, 2023, the Board of Directors of the Town of Manchester revised the Schedule of Rates, Charges and Fees for the connection to, and the use of the water distribution system. A complete copy of the adopted Schedule of Rates, Charges and Fees was filed with the Town’s Clerk’s office on June 9, 2023.

**ADOPTED SCHEDULE OF RATES, CHARGES AND FEES  
FOR THE MANCHESTER WATER DEPARTMENT**

The existing schedule of rates, charges and fees as presently in effect and on file in the Town Clerk’s office and in the Administrative Offices of the Water and Sewer Department, is hereby amended as set forth herein and shall be effective as of July 1, 2023 and for subsequent fiscal years and shall continue to be in effect until such time as they may be further amended by the Board of Directors.

**I. WATER USE RATES – Effective July 1, 2023**

A. General Customer Billing

1. Service Charges

Meter Size	Monthly	Quarterly
5/8”	\$2.91	\$8.74
3/4”	\$4.42	\$13.27
1”	\$7.33	\$21.98
1½”	\$14.52	\$43.85
2”	\$23.43	\$70.29
3”	\$46.78	\$140.33
4”	\$73.04	\$219.12
6”	\$146.09	\$438.28
8”	\$292.21	\$876.63
10” and greater	\$584.42	\$1,753.25

2. Use Charge – Effective July 1, 2023

\$3.86 per 100 cubic feet

B. Non-automated or unmetered customers shall be charges as follows:

1. Residential Customers – Consumption based upon 150 gallons per capita per day with 3.75 capita per dwelling unit.
2. Commercial Customers – Consumption based upon 2,000 gallons per acre per day of land (i.e. - building, parking, open space, easements, etc.) owned at the location, or acres of building floor space based upon gross square footage, whichever is greater.

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3. Industrial Customers – Consumption based upon 5,000 gallons per acre per day of land (i.e.- building, parking, open space, easements, etc.) owned at location, or acres of building floor space based upon gross square footage, whichever is greater.

The water rate schedule governs the billing for the master meter. There will be one master meter installed for each individual water service pipe. Water meters are owned and maintained by the Water Department. Tampering, removal or neglect of a water meter may result in additional fees including a meter replacement fee.

**II. NEW METER INSTALLATION FEES**

Every new customer will be charged a one-time fee due at the time of permit issuance for the installation of a meter and related meter reading equipment. The fee will be based on meter size. Other sizes and styles of meters will be charged based upon actual cost.

Meter Size	Cost
5/8”	\$390
3/4”	\$421
1”	\$475
1½”	\$1,342
2”	\$1,552
3”	\$1,862

**III. WATER SYSTEM CONNECTION FEES**

Each property owner connecting to the Town of Manchester Water Distribution System shall pay a water connection fee. The property owner shall pay the applicable connection fee in effect at the time of permit application. Fees shall be in accordance with the following schedule and are due and payable at the time of permit issuance.

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A. New Developments (Domestic and Fire Protection)

Meter Size	Water System Connection Fee
5/8"	\$ 3,175
3/4"	\$ 4,763
1"	\$ 7,938
1½"	\$ 15,989
2"	\$ 25,515
3"	\$ 51,143
4"	\$ 79,834
6"	\$159,781
8"	\$ 255,604
10" or greater	\$ 383,405

B. Existing Customers

Connection fees for additional domestic or fire protection connections or incremental increases based upon the following rates:

1. Domestic Services

Less than 1" Service	\$300
1" Service	\$400
2" and greater	\$500

2. Fire Protection (Sprinkler Systems or Private Fire Hydrants)

Less than 2" Service	\$300
2" Service	\$400
4"	\$500
6"	\$600
8"	\$700
10"	\$800
12" and greater	\$900

Connection fees shall be used to reimburse the Town of Manchester Water Department for improvements to the Water Treatment Plant and other facilities such as pump stations, storage facilities, supply, transmission and distribution mains, and treatment facilities.

**IV. WATER SYSTEM INSPECTION FEES**

A. Connection/Repairs

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Any new connection or repair of an existing connection to the water distribution system shall be inspected by Water Division personnel. An inspection fee of \$100.00 per connection or repair shall be charged and paid at the time of permit issuance.

**B. Water Mains**

All water mains (public and private) will be required to be inspected by Water Division personnel. An inspection fee of \$4.00 per linear foot of public water mains shall be charged and paid at the time of permit issuance. Linear footage shall be as determined by the plans approved for construction by the Water Division.

**V. WATER CONSERVATION RATE**

As per section 315-10(B)(2) of the Town Code of Ordinances, and as outlined in the Emergency Contingency Plan, when a Phase II water emergency is declared, a “rate pricing structure to promote conservation” may be implemented.

- A. Phase II Emergency – Standard use charge plus 20%
- B. Phase III Emergency – Standard use charge plus 35%

Conservation Rates may be placed into effect by the Town Manager upon declaration of a Phase II or III emergency. The rates will return to normal once the emergency has been declared over by the Town Manager.

**VI. FIRE PROTECTION CHARGES**

- A. Private Fire Hydrants  
Effective 07/01/2023 - \$626.10 per hydrant/yr.
- B. Private Fire Service

Fire service charges for standpipe and/or sprinkler head systems based on size of the service at the point of connection to the distribution system.

Size	Effective 07/01/2023
4” and smaller	\$17.99/mo
6”	\$52.22/mo
8”	\$111.27/mo
10”	\$200.09/mo
12” and greater	\$323.24/mo

**C. Public Fire Protection**

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Item	Effective 07/01/2023
Hydrants	\$188.20 per hydrant/yr.
Supply & Transmission Mains	\$.0623 per inch-ft. per year

**VII. MISCELLANEOUS WATER FEES**

Water and Sewer Permit	\$ 50.00
Reading Privately Owned Meters	\$ 9.00/unit/month \$ 15.00/unit/quarter
Meter Removal on Existing Service Connections	\$ 65.00/unit
<b>Frozen/Broken/Missing Meter Fee</b>	
5/8-inch meter	\$ 204.21
3/4-inch meter	\$ 229.06
1-inch meter	\$ 296.39
1.5" meter	\$ 1,255.18
2-inch or greater	Actual price of meter plus 36% markup fee
<b>Hydrant Meter and Backflow Device Rental (April 1 to November 30)</b>	
Deposit \$2,000.00 Deposits will be refunded upon return.	
Rental Fee 5/8", 3/4" and 1"	\$ 15.00/Day
Rental Fee Greater than 1"	\$ 25.00/Day
Meter/BPD Set up fee	\$ 250.00
Consumption	\$ 3.86/HCF for all volumes of use
Hydrant Flow Test	\$ 175.00
<b>On and Off Services</b>	
During Regular Work Hours No show fee	24 Hr. Notice Requested – No Charge \$ 50
After Regular Work Hours	\$ 235.00
<b>Resumption of Service for Non-payment</b>	
During Regular Work Hours	\$ 50.00
After Regular Work Hours	\$ 235.00
Reduced Pressure Device (RPD) Double Check Valve Assembly (DVCA) Test	\$ 65.00
<b>Backflow device testing</b> is required on an annual basis by the State Health Department and is performed in accordance with the State Public Health Code. This fee provides for an initial test and one retest if necessary. Any subsequent test performed will be billed at the rate of \$65.00 per test.	
Wholesale Water (Not covered by Agreement)	\$ 3.86 per 100 cubic feet
Returned Checks	\$ 20.00 per returned check \$ 5.00 per returned E-check (online or telephone payments)

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**VIII. CHARGEABLE WORK/REPAIRS**

A. Recovery of Costs

Charges for all work such *but not limited to* as service installations, water main taps and repairs to facilities such as mains, hydrants, meters etc., which are beyond the responsibility of the Water Division will be based upon the actual costs of labor, tools, materials, and equipment. Equipment rates shall be as indicated in Section VIII. B. (Equipment Rates). In addition, the cost of labor will be surcharged an additional 36% for overhead and the costs of materials will be surcharged 25% to cover stocking and handling charges.

1. Service Installation

The Water Division may, at its discretion, install water services from the water main to the street line on the basis of the following charges.

a) Installation in Existing Subdivisions

For all water service line installations, the cost will be based upon actual costs of labor, tools, materials, equipment, engineering and surcharged an additional 36% for overhead. The cost of materials will be surcharged 25% to cover stocking and handling charges.

b) Installation in New Subdivisions

New subdivisions or where a developer must install new water mains, the developer shall install all water facilities, including house connections, at their own expense and in accordance with the requirements of the Town of Manchester Water Department.

2. Water Main Taps

The Water Division may, at its discretion, perform 1" and 2" taps on existing water mains for the purpose of service installation by a contractor. The contractor shall provide a safe excavation and all materials necessary to make the tap.

1" Tap.....\$300/Tap  
2" Tap.....\$350/Tap

If it is necessary for the Water Division to provide any materials, the contractor will be charged the cost of the material plus an additional 25% to cover stocking and handling.

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**B. Equipment Rates**

The rates indicated below shall apply when said equipment is utilized for any chargeable work/repairs performed by Division personnel. The cost of an operator is not included in the equipment rates and will be charged portal to portal based on the actual cost of labor plus 36%. Minimum charge is 1 hour.

Car	\$ 10/HR	Jet Vac	\$130/HR
Utility Truck	\$ 15/HR	Skid Steer Loader	\$ 30/HR
Dump Truck – 6 wheel	\$ 35/HR	Tractor w/Mower	\$ 28/HR
Dump Truck – 10 wheel	\$ 46/HR	Compactor	\$ 4/HR
Dump Truck – 12 wheel	\$ 50/HR	3” Mud Pump	\$ 2/HR
Excavator	\$ 100/HR	4” Mud Pump	\$ 6/HR
Backhoe	\$ 50/HR	Compressor	\$ 15/HR
Loader	\$ 52/HR	Spreader	\$ 14/HR
Trailer	\$ 4/HR	Sweeper	\$ 7/HR
Roller	\$ 15/HR	Miscellaneous Tools	\$ 2/HR
Shoring Box w/Plates	\$ 10/HR	Pavement Saw	\$ 45/HR
Video Inspection Vehicle	\$150/HR	Brush Chipper	\$ 25/HR
Hydraulic Breaker	\$ 26/HR	Generator	\$ 12/HR
Rodder	\$ 60/HR		

**C. Extra Costs**

The equipment rates in Section VIII. B. are to be considered the minimum charges for connections to cast iron or ductile iron mains. Any extra materials required will be an additional charge. Connections with a depth (i.e., greater than 6') for more than 40' of trench, excavations with a high-water table (i.e. less than 5' from surface), or the excavation of rock or removal and replacement of concrete pavement will be charged the actual costs of installation. Any extra costs will be surcharged an additional 36% for labor and 25% for materials to cover stocking and handling.

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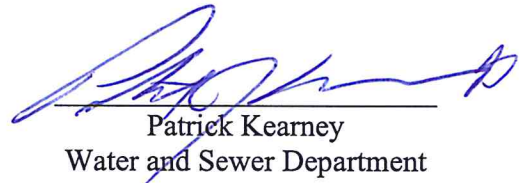
**IX. LATE PAYMENT**

A. Penalty

The above schedule of rates, charges, and fees to be charged to customers of the Manchester Water Division will become effective as of July 1, 2023. Charges are due and payable upon receipt of the bill by the customer. Any bill not paid within thirty (30) days of invoice date shall thereupon be delinquent and shall bear interest from the invoice date at the rate and in the manner provided by the General Statutes of the State of Connecticut for delinquent property taxes.

APPROVED AS TO FORM

  
\_\_\_\_\_  
TOWN ATTORNEY

  
\_\_\_\_\_  
Patrick Kearney  
Water and Sewer Department

Dated at Manchester, Connecticut  
This 8<sup>th</sup> day of June 2023