P. O. Box 389
420 Governor Wentworth Highway
Moultonborough, NH 03254
Telephone: 603-476-2348
Fax: 603-476-2721

LAKES REGION WATER COMPANY, INC.

RECEIVED
OCT 22 2007
DES/DWGWB
By

October 19, 2007

Diana Morgan
Water Conservation Plans
Small Community Well Siting Program
DES, Water Supply Engineering Bureau
PO Box 95
Concord, NH 03302-0095

Dear Ms. Morgan,

Enclosed you will find the revised Water Conservation Plan for Cathedral Ledge Community Water System, EPA # 0512030.

I have made the necessary corrections & submitted a copy with supporting documents to the Town of Conway Board of Selectmen as instructed. I also checked with North Country Council Inc., and they informed me that they do cover the Conway area, so I have resubmitted an updated copy to them for review as well. As soon as I receive the certified mail receipts, I will forward them along to you.

Thank you for your help on this project.

Sincerely,

Taryn Zambouras
Lakes Region Water Company Inc.
Cathedral Ledge Water Conservation Plan Contact

Email: lrwater@lakesregionwater.com
Website: lakesregionwater.com

Report Form for
Water Conservation Plans
Small Community Water Systems
February 2007

PROJECT NAME: Cathedral Ledge
TOWN/CITY: North Conway **DATE:** October 18, 2007
EPA ID # 0512030

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 and the DES recommends that you use this form as a checklist to help ensure your report is complete. 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. Resubmittal 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
DES, Water Supply Engineering Bureau
Post Office Box 95
Concord, NH 03302 -0095

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

Information contained in this form is current as of February 2006. 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) 271-2947.

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 √ The Preliminary Well Siting report has already been submitted to the NHDES for review.

(The section below asks you to identify the people and companies responsible for the water conservation plan application. This information will help ensure clear communication during the application process.)

1.1 Project Contacts / System Ownership

1.1a Project Contact (Person completing this form?)

Name:	**Taryn Zambouras**
Address:	**PO Box 389, Moultonboro, NH 03254**
Company:	**Lakes Region Water Company Inc.**
Phone Number:	**603-476-2348**

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

Name:	**Rick Scannevin**
Address:	**Box 1495, North Conway, NH 03860**
Company:	**Sanctuary Homeowner's Association**
Phone Number:	**508-896-6040**

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:	**Thomas Mason Sr.**
Address:	**PO Box 389, Moultonboro, NH 03254**
Company:	**Lakes Region Water Company Inc.**
Phone Number:	**603-476-2348**

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 √

Section 2.0 METERING AND LEAK DETECTION

(This information is needed to help ensure the water conservation plan will meet the intended purpose and that the plan is designed appropriately.)

2.1 Water System

2.1a Is this a new source for an **existing** community water system?
YES √ *(If **YES**, you must complete **Sections 2.3, 3.0, 5.0** and **6.0**)*

2.1b 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, or a new or existing community water system for apartment-style housing that includes water service in a housing fee?
NO √

2.1c Is this a new source for a **new** community water system that **does not** meet the description in (a) or (b) above?
NO √

2.2 New Small Community Water Systems

This section is not applicable; Cathedral Ledge is an existing small community water system.

2.3 Existing Small Community Water Systems, New or Existing Water Systems Owned by a Landlord Who Supplies Water to Tenants and Includes Water Service in a Rental Fee, and New or Existing Water Systems for Apartment-Style Housing

(If no further expansion of an existing small community water system is planned, or this is a new system that meets the definition in Section 2.1 (b), 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 2.3d], or
2. Conduct a comprehensive leak detection survey every two years [See section 2.3e].

If further expansion of an existing system is proposed, meters must be installed on all new services, regardless of whether the system opts to conduct a leak detection audit rather than metering.)

2.3a Is your system choosing to install meters on your existing or new system to track unaccounted-for water **or** is your system adding new service connections to your existing system?
NO √

2.3b Describe below the size of both the source and service connection meters to be utilized by the water system. (In selecting, installing, and maintaining water meters, the water system must comply with procedures and protocols described in "Manual of Water Supply Practices, Water Meters", document AWWA M6, available from the American Water Works Association. www.awwa.org/bookstore)
This section is not applicable.

2.3c Describe below the frequency in which each type of meter will be read. (Source meters must be read at least every 30 days and service meters must be read at least every 90 days.)
This section is not applicable.

2.3d Estimating Unaccounted-For Water
Describe below the system's water audit program and how the water system will estimate the volume and percentage of unaccounted-for water. Also note how often the water system proposes estimating unaccounted-for water. (Existing small community water systems opting for metering and water accounting, or existing small community systems that are adding new connections, must meet this requirement. Estimates of unaccounted-for water must be performed at least once a year. If unaccounted-for water exceeds 15 percent, the system shall develop a response plan in accordance with Env-Ws 390.05(j) and (k), and submit it to the DES within 60 days.)
This section is not applicable.

2.3e Water Audit and 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)*

Thomas Mason Sr. of Lakes Region Water Company Inc. will be responsible for conducting and/or supervising a leak detection survey, which will be conducted at least once every 2 years in accordance with procedures and protocols outlined in Chapters 3 and 4 of the "Manual of Water Supply Practices, Water Audits and Leak Detection," document identification number AWWA M36, American Water Works Association 1999.

All water mains, shut off valves, blow offs and customer service lines not already located will be found and plotted on a current system map. Since all pipe in the Cathedral Ledge area is made of plastic (pvc or poly), a ground microphone will be used in conjunction with acoustic listening device Models HL400 and HL 90 which are manufactured by Metrotech. Each of these contact points will be field surveyed for water leakage at 5 foot intervals over the top of the pipe.

At the conclusion of this assessment, any damages to existing structures will be noted and replaced as soon as possible. All identified leaks will be documented and repaired immediately or within 60 days of discovery unless a waiver is obtained.

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 √

The operational pressure will be maintained between 30 and 100 psi. If the pressure exceeds 100 psi, pressure-reducing valves will be installed on the service line or water main to maintain the pressure below 100 psi.

Section 4.0 CONSERVATION RATE STRUCTURE

(All new small community water systems and existing small community water systems that are adding new service connections 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.)

Cathedral Ledge (Sanctuary Homeowners Association) charges their homeowners a flat rate through association dues.

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.

Governing boards receiving public notification:

North Country Council Inc.
107 Glessner Road
Bethlehem, NH 03574

David Weathers, Chair
Town of Conway Board of Selectmen
1634 E. Main Street
Center Conway, NH 03813

Cover letters sent to the governing boards (please see attached).

Certified mail receipts to be provided when available.

Education outreach materials provided to municipalities for review:

Water Conservation Rules Summary (Env-Ws 390)
NHDES Fact Sheet WD-WSEB-26-2: Water Efficiency Practices for Domestic Indoor Water Use
NDHES Fact Sheet WD-WSEB-26-3: Water Efficiency Practices for Outdoor Water Use

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.)

The educational outreach initiative will consist of two NHDES Fact Sheets:

- **NHDES Fact Sheet WD-WSEB-26-2: Water Efficiency Practices for Domestic Indoor Water Use.**
- **NDHES Fact Sheet WD-WSEB-26-3: Water Efficiency Practices for Outdoor Water Use**

These fact sheets are highly informative materials that can introduce customers to simple water conservation measures that can be implemented at home.

Rick Scannevin, owner of the Cathedral Ledge community water system will be responsible for the distribution of these mailings to customers. They will be distributed by Rick to each customer immediately following the department's approval of the new source. After this initial mailing, they will be distributed annually along with the Consumer Confidence Report (CCR), which must be sent to each customer by July 1st of each year.

Before submitting, thoroughly check this form to be sure all applicable questions are answered, all information is provided, and all necessary attachments are included. Incomplete submittals will significantly slow the approval process.

If strict compliance with any of the requirements of Env-Ws 390 is not feasible, the small community water system may apply for a waiver to a specific portion of the rule. A waiver application form is provided at the end of this document for your convenience.

Preparer's Signature : _____

Date: 10/18/07.

As a reminder, have you included the following?

- Educational outreach initiative documentation and materials created by the water system.
- Public notification documentation (certified mail receipts).
- Public notification cover letters and pertinent documents.
- Other pertinent or supportive materials.

October 18, 2007

Governing Board
Address
City, NH Zip code

Re: Water Conservation Plan for Cathedral Ledge Water System, North Conway NH

Dear _____:

Applicants applying for approval of new drinking water sources for Community Water Systems are subject to the requirements of Env-Ws 390: *Water Conservation Rules*. As part of the application process we must complete a water conservation plan for the new water source and submit it for review by the New Hampshire Department of Environmental Services (NHDES). We must also perform the following Public Notification tasks:

- Provide a summary of Water Conservation Rule Env-Ws 390 and the proposed water conservation plan for the water system to the governing board of the municipality in which the water system is located and the regional planning commission established for the area where the water system is located.

- Request that the governing board of each municipality review the water conservation plan for consistency with Env-Ws 390 and amend the local site planning requirements to promote water conservation landscaping practices within the service area of the new water system.

- Request that the regional planning commission review the water conservation plan for consistency with Env-Ws 390 and promote water conservation landscaping and other conserving water use practices among its member towns.

We are requesting that you review the enclosed materials, comment on the water conservation plan, and promote water conservation practices within your jurisdictional area. You have twenty-one (21) days to review and provide comment to NHDES on the water conservation plan. This 21-day period commences upon the receipt date of certified mailing of this correspondence. Please communicate your comments in writing to NHDES at your earliest convenience and address all comments to:

Diana Morgan
NHDES-Drinking Water & Groundwater Bureau
PO Box 95
Concord, NH 03302

In addition, if you wish to review the preliminary well siting, you may contact the above NHDES staff at 603-271-2947. Thank you for your time and cooperation.

Sincerely,

Taryn Zambouras
Water Conservation Plan Project Contact