



New Shoreham Sewer District 401 466-3231 Mon-Fri 7am-3pm
Box 774, Block Island, RI 02807
New Shoreham Water District 401 466-3232 Tue-Sat 7am-3pm
Box 998, Block Island, RI 02807

Policy for the Installation of Private Water/ Sewer Lines

1. If your property is not already in the Water/Sewer District, a letter requesting to be added to the District needs to be sent to the New Shoreham Sewer Commission @ P.O. Box 774, Block Island, RI 02807 listing the property owner's **name, address, telephone numbers on/off island, Plat and Lot of parcel to be included**. Once approved by the Water/Sewer Commission your request will then be forwarded to the Town Council for final approval into the District. With approval by the Sewer Commission and the Town Council, **separate** allocations can then be purchased or reserved for water and sewer.
2. The property will need adequate allocation for water and/or sewer before connection to either system. If allocation is available, the amount can be reserved without payment for a period of 30 days. To determine your allocation status and/or purchase, you are to contact the Water/Sewer Districts' allocation administrator, Janet Zeigler at 401-466-3231. All charges/fees outstanding or dues for water/sewer service must be paid in full before any new allocation for service can be approved through the office of the Director of Public Works at Town Hall. Once the allocation status is determined the customer can pick up a permit application to connect to the water or sewer lines.
3. Permit applications to connect to water or sewer are located at the Sewer District office which is located at the New Shoreham WPCF on Spring St (across from the Manisees). The permit applications can also be emailed or faxed upon request. The customer should call to make an appointment with Water Superintendent Dave Simmons @ 466-3232 or Sewer Superintendent Ray Boucher @ 466-3231 for instructions and guidance through the rest of the permit application process.
4. When all applications are approved, the contractor will then be required to submit two sets of plans for review: 1 set to the Town Engineer:(James Geremia & Associates Inc., 272 Exchange Street, Providence, RI 02903-1025) and 1 set submitted to the Water Superintendent Dave Simmons (466-3232) and/or Sewer Superintendent Ray Boucher (466-3231).
5. Upon completion of plan review and before any work begins, with the proper permits in hand, it is the responsibility of the contractor to notify the Superintendent of the anticipated date of completion to establish a time line for necessary inspections before any lines are buried. This inspection is required to rule out potential for infiltration, use of improper materials, and to avoid future public health problems as required in the Town's Utilities Standards. A copy of the Standards is available at the Superintendent's office at the Water and Sewer Plants.
6. All contractors must meet the requirements (listed in the Town's Utilities Standards) for licensing and insurance and provide proof on demand before any work has begun.
7. When a line is going to go in or next to a state road, the RI Department of Transportation (RIDOT) requires a special use permit. Any time state roads are involved in construction or maintenance by private individuals, a permit must be acquired prior to the start of any work.
8. In any new construction, a Certificate of Occupancy (CO) will not be issued until the Building Official is notified that an inspection of lines by the Water/Sewer Department is complete and the Superintendent has approved the work.