



# Town of Canadice

5949 County Road #37  
Springwater, NY 14560

Telephone: (585) 367-2050  
Facsimile: (585) 367-3880  
[www.canadice.org](http://www.canadice.org)

## WATER SERVICE NOW AVAILABLE

BILLING ADDRESS:

SERVICE LOCATION:

# SAMPLE

# SAMPLE

Public water service is now live at this service location. It is now possible for you to connect to the water system. NOTE: There is no "deadline" to connect to the service. Water district residents can connect at any time. There is no need to rush to connect.

Property owners should contact their fire insurance providers to check for the availability of a lower rate for fire coverage now that fire hydrants are live in the water district.

### INSTRUCTIONS:

If you do **NOT** want to connect to the water service then ignore this notice.

If you **DO** want to connect to the water service then please follow these 3 steps:

#### 1. Sign-up for Service

If you have not done so already, pay the \$100 Service Sign-up fee to the Town Clerk. You will not be able to connect to the water service until you have paid this fee. If you have not paid, then contact the Town Clerk at 585-367-2050, ext 2#. This fee is scheduled to increase to \$300 after 9/30/20.

#### 2. Hire a private contractor

Arrange with a private contractor of your choice to install your service. See the notes on the other side of this document for things to keep in mind when selecting a contractor. **Make sure that the contractor follows the Town's Water Service Connection Specifications, revision dated June, 28, 2019.** That specification document is available at the Town Hall and on line as a PDF at the Town's website, [www.canadice.org](http://www.canadice.org).

#### 3. Arrange for an inspection, meter and service turn-on

As called for in the *Water Service Connection Specifications*, "**Prior to backfilling the trench**, water service work, including but not limited to connections, joints and unions, shall be tested for leaks under line pressure in the presence of the Town's Inspector." The Testing/Inspection & Flushing process is described on page 5 of the *Water Service Connection Specifications* document. Call the Town Code Enforcement Officer at 585-367-2050, ext 3# to schedule an appointment. At least 24 hours' notice is required. Normal office hours are Tuesday, Wednesday & Thursday, 9AM to 3PM, however inspections outside of these hours may be arranged.

## Notes for Selecting a Private Contractor

- The Town does not have an approved, recommended or otherwise licensed list of contractors.
- Shop around for a contractor; talk with neighbors, your homeowners' association, check local advertisers (Pennysaver, etc.), **verify reputation**, get multiple quotes
- It is HIGHLY RECOMMENDED that you use a contractor that is fully insured. Many service installations in the water district are in very congested locations. It is easy to cause damage to your and/or your neighbors' property. You will be liable for any damages that your contractor causes if they are not insured.
- Dig Safely! Prior to excavating contact Dig Safely NY to mark locations of public utilities, especially sewer mains, sewer services and electric services.  
[www.digsafelynewyork.com](http://www.digsafelynewyork.com)
- Also, locate and mark private utilities (power lines to outbuildings, propane lines/tanks, phone/CATV lines, stormwater drainage lines, etc.).
- Do not necessarily take the lowest bid. You will get what you pay for!



Financial assistance *may* be available from these sources to help property owners cover out-of-pocket expenses for their service connections:

USDA-Rural Development  
3037 County Road 10  
Canandaigua, NY 14424  
Cynthia Newcomb; 585-394-0525 x5589  
Eligibility guidelines and other information are available on-line at [www.rd.usda.gov/programs-services](http://www.rd.usda.gov/programs-services). Click the link for single family direct loans. Very low income seniors may qualify for some grant assistance.

PathStone  
400 East Avenue  
Rochester, NY 14607  
1-800-888-6770  
[saveenergy@pathstone.org](mailto:saveenergy@pathstone.org)

Bishop Sheen Ecumenical Housing Foundation  
200 Bloomfield Industrial Park  
PO Box 460  
Bloomfield, NY 14469  
585-657-4114  
Email: [sheen2@rochester.rr.com](mailto:sheen2@rochester.rr.com)  
Bishop Sheen EHF asks homeowners to submit a home repair survey to be placed on the waiting list. The survey form is available on line at [www.sheenhousing.org](http://www.sheenhousing.org). Click the link for Forms, then Home Repair Assistance. (Note: Grants may be available for only a portion of the cost of the work and the applicant will be expected to provide the difference.)

Additional project information is available from these sources:

<http://www.canadice.org/>  
<http://www.canadice.org/water-district-project-home-page.html>

At the Canadice Town Hall (to review paper copies of project drawings and documents)

Town Councilman, Mark Malmendier, 585-367-2111, [mmalmendier@frontiernet.net](mailto:mmalmendier@frontiernet.net)

Town Supervisor, Kristine Singer, 585-367-2050 press 1#, [supervisor@canadice.org](mailto:supervisor@canadice.org)

Account sign-up: Town Clerk, Eileen Schaefer, 585-367-2050 press 2#, [townclerk@canadice.org](mailto:townclerk@canadice.org)

Code Enforcement Office: Steve Smith & Rich Joki, 585-367-2050, press 3#, [ceo@canadice.org](mailto:ceo@canadice.org)

# SAMPLE



# ADVISORY

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## Water Pressure

Connecting to the public water system will provide greater continuous pressure than the existing plumbing in some dwellings may be able to handle. Leaks or failure of appliances may occur (water heaters, toilets, dishwashers, icemakers, etc.). Be sure to consult with an experienced and reputable plumber regarding your specific situation and the condition of your plumbing and fixtures.

The Town's installation specification requires the use of both pressure reducing valves (PRV's) and check valves. This requirement may create conditions that could cause a buildup of excess pressure that may contribute to such failures. In some cases it may be desirable to retain the use of a pressure tank to minimize the risk of these types of failures, especially for older plumbing systems.

Keep in mind that in addition to any water damage that may occur from such a failure that the property owner is financially responsible for all water that flows through the meter as a result.

### Contacts:

**EMERGENCY ONLY!** - 24/7: 585-428-3646, Rochester Water Bureau, Hemlock Operations Center

Billing & Administration: 585-367-2050, ext. 2#, Eileen Schaefer, Town Clerk, [townclerk@canadice.org](mailto:townclerk@canadice.org)

Inspection & Installation: 585-367-2050, ext. 3#, Steve Smith & Richard Joki, Building Code Enforcement, [ceo@canadice.org](mailto:ceo@canadice.org)

Post-construction Restoration Issues: 585-729-9075, Tom Guerin, LaBella Resident Engineer, [TGuerin@LaBellaPC.com](mailto:TGuerin@LaBellaPC.com)

## Seasonal Customers

Customers that turn their water off and drain their dwelling's plumbing for the cold weather season will need to develop a new procedure to accomplish this successfully. Consult with an experienced and reputable plumber for how to most effectively perform this task for your specific situation.

The Town will provide a fee-based service, on demand, to turn the curb stop off or on near the water main, however, in most cases this is not necessary if the customer adopts an effective shut off and drain process for themselves.

Keep in mind that if the service is not properly turned off and drained for the season and freeze damage occurs then the property owner is financially responsible for all water that flows through the meter as a result. If the meter fails due to freezing then the property owner is also financially responsible for the full cost of a replacement meter.