

CITY OF MARLBOROUGH



DEPARTMENT OF PUBLIC WORKS

2024

RULES AND REGULATIONS FOR LICENSURE & STREET OPENING OR TRENCH PERMITS

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Interim Commissioner

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SECTION 1. PREFACE

Those who open, occupy and/or obstruct the public way in the City of Marlborough are responsible for ensuring these ways are also safe to use by the residents, local businesses and travelers. Those who conduct trench excavations must also ensure that their work areas are safe and adhere to all applicable trench laws. Improper backfilling, poor patching, careless plating, unsightly debris from incomplete projects, and excavations into newly resurfaced or reconstructed streets all project a public image of indifference and wasteful spending. As the municipal agency responsible for the maintenance and safety of the public ways in the City of Marlborough, it is the obligation of the Department of Public Works to protect the interests of the public we serve. The following rules and regulations are mandatory requirements for the issuance of a departmental permit to open, occupy and/or obstruct a public way. Likewise, anyone who excavates a trench on private property must adhere to the same laws regarding public safety and are required to follow these same rules and regulations as determined by the Department of Public Works, including all applicable State and Federal requirements.

SECTION 2. FREQUENTLY ASKED QUESTIONS

A. What is the difference between a permit and a license?

A *license* pre-qualifies a contractor to perform certain types of work. A *permit* authorizes a licensed contractor to open, occupy, and/or obstruct a public way, or to conduct a trench excavation, in a specific location, for a specific time.

B. Who needs a license?

A license is required for any contractor who intends to work on the City's various utility or roadway systems (in any location) or who intends to work on a connection to the City's utility or roadway system.

C. Who needs a permit?

Any licensed contractor who intends to open, occupy, and/or obstruct any portion of the public way other than for purposes of travel or any person who intends to excavate a trench on private property.

D. What is the definition of a trench requiring a permit?

A trench is defined as a subsurface excavation greater than 3 feet in depth, that is 15 feet or less between soil walls as measured from the bottom. (Anything greater than 15 feet at the bottom is not considered a trench.)

E. Why is a license required?

Licensure ensures that only those who are qualified will be performing the work on the City's utility and roadway infrastructure. This process protects the City's investment in these systems.

F. Why is a permit required?

A permit spells out specific requirements for performing work, and it allows the City to track and monitor the work. The contractor is responsible for the condition of the trench for a period of three years. Ultimately, this process protects the City's infrastructure investments.

A permit to excavate a trench on private property is required to identify who is responsible for the safety and proper maintenance of the trench. There is no fee for a permit on private property.

G. Under what authority does the City require licensure and permits?

Authority is derived from Chapters 473, 510, 551 and 608 of the Code of the City of Marlborough (City Code), 520 CMR 14.00 Excavation and Trench Safety and OSHA regulation 1926.

H. How long is a license valid?

Licenses expire annually on **December 31st**; Licenses must be renewed annually.

I. Can a license be suspended or revoked?

Failure to conform to the City Code, permit requirements, and/or the current Rules and Regulations for Licensure and Street Openings may be cause for license suspension or revocation. Repeated violations may result in permanent license revocation.

J. May I obtain a permit during the winter months?

Except in the case of an emergency, or unless special permission is granted by the Commissioner of Public Works or the Marlborough City Council, work under a permit may only occur between April 1st and November 30th of any given year.

K. What constitutes an emergency?

An emergency is defined as a situation, determined by the Commissioner of Public Works, to be posing an immediate threat to public health or safety.

L. What are the costs for licenses and permits?

Annual license fees are as follows: **Water \$50 Sewer \$50 Drain \$50**

Permit Fee: \$10 each (No charge for permits on private property.)

(Checks made payable to the City of Marlborough – Licenses and permits must be paid separately.)

SECTION 3. DRAIN LAYER LICENSE PROCESS (Water, Sewer, Drain)

A. Licensure Requirements

- 1. Certificate of Insurance naming the City of Marlborough as an additional insured (Coverage detailed in Item C)**
- 2. Applicable Utility Layers and Street Opening Bonds (See Item D)**
- 3. Workers' Compensation Insurance Affidavit (See also Appendix B)**
- 4. Reference Letters (Requirements detailed in Item G)**
- 5. Payment (Requirements detailed in Item H)**

B. License Information

Permit forms and policies may be obtained as follows:

Water, Sewer and Drain License forms may be obtained as follows

Online – www.marlborough-ma.gov
Department of Public Works
Apply for a Permit or License

Or

QR Code to Permitting Portal



C. Insurance Requirements

Insurance naming the City as an additional insured, shall be carried with an insurance company licensed to write such insurance in the Commonwealth of Massachusetts, against the following risks, in not less than the amounts as herein indicated:

1. **Workers' Compensation & Employers' Liability (in accordance with the provisions of M.G.L. Chapter 152) - Submit Workers' Compensation Insurance Affidavit (Appendix B)**

- a. Statutory for Commonwealth of Massachusetts
- b. Coverage Limit \$500,000 each employee accident/each employee disease/disease policy limit
- c. Additional Endorsements
 - i. Voluntary Compensation

2. **Commercial General Liability (Comprehensive Form of Policy)**

a. Limits of Liability

- i. Bodily Injury - \$1,000,000.00 each occurrence and \$1,000,000.00 aggregate.
- ii. Property Damage - \$1,000,000.00 each occurrence and \$1,000,000.00 aggregate.

b. Comprehensive Coverage Including:

- i. Premises Operation
- ii. Products-Completed Operations
- iii. Owners and Contractors Protective
- iv. Explosion, Collapse, and Underground (if work involves blasting)
- v. Broad Form Comprehensive General Liability endorsement or equivalent (to include Broad Form Contractual, Personal Injury, Broad Form Property Damage, Incidental Malpractice, etc.)
- vi. Cross Liability

3. Automobile Liability (Comprehensive Form of Policy)

- a. Limits of Liability
 - i. Bodily Injury - \$1,000,000.00 each person/accident
 - ii. Property Damage - \$1,000,000.00 each person/accident
- b) Arrangement of Coverage:
 - i. Employer Non-Owned
 - ii. Hired Car
 - iii. All Owned or Leased Vehicles
 - iv. Comprehensive form *Umbrella Insurance (Limit of Liability)*

4. Excess/Umbrella Liability

- a. Excess/Umbrella Coverage
\$1,000,000 (minimum) as excess over General Liability and Automobile Liability.
Policy can be used to meet minimum limits of liability.

5 General Policy Requirements

a. Indemnification

All policies shall provide a hold harmless clause which holds the City of Marlborough harmless from any liability associated with the acts of the insured or their employees.

b. Notice of Cancellation

All policies shall provide the City of Marlborough Department of Public Works-Engineering Division **30 days' notice of cancellation**, non-renewal, or material change. Certificates are to evidence notice. Certificate wording to the effect that carriers will "endeavor to" provide notice and failure to provide notice "shall not impose liability or obligation" are not acceptable.

The following statement shall appear on the certificate of insurance:

"It is agreed that in the event of any material change in, cancellation of, or non-renewal of this policy, a thirty (30) day prior written notice shall be given to:"

c. Certificate Holder

The City of Marlborough Department of Public Works shall be included as a named additional insured for both General and Automobile Liability on the certificate of insurance:

**City of Marlborough-Department of Public Works
Attention City Engineer
135 Neil St. 2nd Floor
Marlborough, MA 01752**

d. Exemptions

Exemptions to filing insurance endorsement are made only to other governmental agencies of State and Federal level, and public utilities.

**D. Utility or Street Opening Bond Requirements Per City Ordinance
(Chapter 551 Streets & Sidewalks; §551-9)**

1. The contractor shall post a **1-year or 3-year \$5,000 Utility Layers Bond with each year of the bond including a 3-year maintenance clause** with the City securing any utility work to be performed. The bond will be reviewed for release after 3 years and upon approval of the completed work by the Commissioner of Public Works.
2. The contractor shall post a **1-year or 3-year \$5,000 Street Opening Bond/Performance Bond with each year of the bond including a 3-year maintenance clause** with the City (or greater if required by the City for larger projects) securing work to be performed within the City's right-of-way. The bond will be reviewed for release after 3 years and upon approval of the completed work by the Commissioner of Public Works.
3. A license or permit bond carried a term that corresponds with the period covered by the license or permit. §551-9 of the City's Ordinance requires a **Special Guarantee** for repair of streets within three years of activity. Whether a bond is issued for 1-year or 3-years by a surety, each license or permit mandates a 3-year maintenance period from date of acceptance of the work performed prior to a bond being released.

E. References

For each type of requested license, (water, sewer, drain) submit three letters of recommendation from other municipalities or other public entities where similar work has been performed within the previous two years. **If applying for license renewal within three years of a previously issued City of Marlborough drain layer license, (and provided there has been no loss of license for cause), the City shall waive the references requirement.**

F. Payments

**A \$50.00 fee will be required for each individual drain layer license.
Payment must be made by check payable to "City of Marlborough".**

G. Violations

Failure to comply with all provisions of the department's rules and regulations for licensure and street openings or trench permits shall be considered cause for revoking any license previously issued.

Violations may include, but not limited to:

1. A contractor is performing work without a valid license or permit;

2. A contractor is in non-compliance with the Rules & Regulations set for the by the Department of Safety;
3. Construction is proceeding in a manner that jeopardizes public safety;
4. Construction is occurring in violation of these Rules and Regulations and/or any other applicable permit conditions;
5. There is damage to the surrounding roadway, private property, and/or utilities resulting from work;
6. There are debris and/or soils in the roadway resulting from the work.

The Commissioner of Public Works or the City Engineer shall have full authority to review matters regarding compliance with the above-mentioned rules and regulations.

H. Exemptions

Exemptions to posting a performance bond are made only to other governmental agencies of the state and federal level and public utility companies (e.g. National Grid; Lighthouse Fiber Networks; Eversource; Comcast/AT&T Broadband; and Verizon; (or their authorized contractors).

SECTION 4. PERMIT PROCESS

A. Permit Information

Permit forms and policies may be obtained as follows:

Online – www.marlborough-ma.gov
Department of Public Works
Apply for a Permit or License

Or

QR Code to Permitting Portal



B. Plan/Sketch Requirement

Permit applications shall include a plan or sketch of the work, traffic and pedestrian control plan and schedule, as applicable. The level of plan detail shall be commensurate with the extent and complexity of the work. The plan shall show all information required by the City to assess the project impacts and determine the applicable requirements.

The following information to be shown on all plans:

- Location and extent of proposed work.
- Notes describing the scope of work

- Date
- North Arrow
- Relationship to existing roads, easements, sidewalks, driveways, light poles, hydrants, utility structures, trees, fences traffic signs, traffic loop detectors, line paintings, crosswalks, nearest intersection (if within 50 feet), and any other pertinent information relative to the proposed work, as applicable.

The following information to be shown on water/sewer replacement/installation plans:

- Location and description of proposed work
- **Water**
 - Size, and material of water service
- **Sewer**
 - Size, pipe material, and proposed slope (see specifications portion of rules & regs for detailed information)
 - Proposed location of cleanout
 - An Engineered plan is required for proposed sewer force main services

The City may require additional or more detailed plan information prior to permit issuance.

C. Traffic Control Management Plan

For projects impacting the traveled way, the applicant shall submit for City approval, a traffic control plan showing accommodations for vehicular traffic during the construction.

D. Pedestrian Traffic Management Plan

For projects impacting the sidewalk, the applicant shall submit for City approval a pedestrian traffic/safety control plan showing how pedestrian traffic shall be accommodated and protected during the construction.

E. Construction Schedule

For projects the City Engineer deems to be significant in size, before a permit is issued, the applicant shall submit for City approval a construction schedule indicating times of completion for critical project components.

SECTION 5. PERMIT REQUIREMENTS

A. Approval and Notification of Commencement

Please allow 72 hours (3 Days) lead time from the date of application to permit issuance.

24 hours prior to commencing construction, the contractor shall provide the City verbal or written notification. This notification shall be made to DPW Engineering and the Water/Sewer Division (if applicable). Notification shall also be made to the Police Chief, and shall contain the name, address, and telephone number of the contractor or party

performing the work. The telephone number shall be for emergency calls which may arise when the contractor is absent from the work site.

B. Work Hours and Calendar Year

Work shall be permitted from 7:00 AM to 3:00 PM (With permission of the City, minor closing operations may be allowed until 4:30 PM.) No work on Saturdays, Sundays or legal holidays shall be permitted except in the event of an emergency or under special circumstances as determined by the Commissioner of Public Works.

Except in the case of an emergency, or unless special permission is granted by the Commissioner or Public Works or the Marlborough City Council, work under a permit may only occur between April 1st and November 30th of any given year.

C. Inspection

Inspection of the site shall be conducted by the City. **At least 24 hours prior to commencing the work and prior to any backfilling activities, the permittee shall notify the City of the need for an inspection. Requests for inspections can be made through the Open Gov portal.**

For large projects (as determined by the Commissioner of Public Works) inspection of the work shall be conducted by a third-party consultant paid for by the permittee.

Furthermore, if deemed necessary by the Commissioner, a licensed surveyor shall generate a horizontal and vertical baseline control plan at the site.

D. As-builts

As-built plans of the work performed shall be required on projects involving changes or new installations within the right-of-way, or large projects or on other projects as determined by the City. Large projects shall require as-built plans to be submitted to the City Engineer for review and approval. Water and sewer location ties shall be turned in to Water and Sewer Division on the day the job is completed. A form for the location ties is provided in Appendix B.

E. DIG Safe and City Utility Marking

The permittee shall call **DIG Safe by calling 811 or 1-888-DIG-SAFE (1-888-344-7233)** at least 72 hours prior to any excavation and ensure all required markings have been made.

NOTE: The City is not part of DIG Safe. Please contact **DPW Dispatch (508) 624-6910 EXT 33300** 72 hours prior to any excavation for City utility mark outs. The permittee shall ensure that all markings remain visible throughout the project.

F. Traffic Safety

The permittee shall take appropriate measures to ensure the safe flow of traffic (vehicular and pedestrian) through the work area. No street shall be closed or traveled way impacted unless a plan has been reviewed and approved by the City Engineer. The permittee shall provide a police detail as required by the City Engineer or Police Department. Warning signs shall be placed according to Manual of Uniform Traffic Control Devices (MUTCD) standards, and no work shall commence until warning signs are in place. Warning signs shall be maintained throughout the project and removed or covered at night and on weekends as necessary to avoid confusion.

G. Road Closing Notifications

It is the responsibility of the permittee to contact utility companies and other public organizations potentially impacted by construction.

24-hour notice must be given prior to any scheduled road closings. A Detour Plan must be approved by the City Engineer prior to making the notifications. All conditions of the Detour Plan must be in place prior to road closing.

THE DAY BEFORE ANY ROAD CLOSINGS, NOTIFICATIONS SHALL BE MADE TO THE FOLLOWING:

Eversource Energy

Sean P. Coughlin, Gas Planner, Operations
157 Cordaville Road
Southborough, MA 01772

(617) 424-2309

Verizon

Ellen Cummings – Regional Director
146 Leland Street
Framingham, MA 01702

(508) 820-3557

National Grid

Bob Moran – Community & Customer Management
245 South Main Street
Marlborough, MA 01752

(508) 922-7460

Lighthouse Fiber Networks

Robert Powers – Fiber Engineer
80 Central Street
Boxborough, MA 01719

(888) 583-4237

Comcast

Greg Franks- Govt. and Regulatory Affairs
241 West Central St.
Natick, MA 01760

(508) 647-1418

Department of Public Works

DPW Dispatch

(508) 624-6910 ext. 33300

135 Neil Street

Marlborough, MA 01752

Marlborough Conservation Commission

Priscilla Ryder – Conservation Officer

(508) 460-3768

140 Main Street – City Hall

Marlborough, MA 01752

Marlborough Police Department/Fire Department

Central Dispatch Office

(508) 485-1212

North Reading Transportation

Marlborough Public Schools – Bus Transportation

(978) 562-5186

4 Municipal Drive

Hudson, MA 01749

First Student Incorporated

Assabet Valley Vocational High School – Bus Transportation

(508) 485-3194

208 Hayes Memorial Drive

Marlborough, MA 01752

Republic Services Inc.

Marlborough Curbside Solid Waste & Recycling Program

1-800-442-9006

385-A Dunstable Road

Tyngsboro, MA 01879

Patriot Ambulance Service

1-800-491-1112

248 Mill Road, Bldg. 2, Unit 2

Chelmsford, MA 01824

Marlborough School Department

(508) 460-3554

District Education Center

17 Washington Street

Marlborough, MA 01752 - 2225

“DIG SAFE” Call Center (811)

1-888-344-7233

H. Site Impacts

The permittee shall not interfere with any existing utility other than the one permitted unless an agent of the entity owning that utility gives permission to do so. The permittee shall protect adjoining property during excavation, remove excavated material not suitable as backfill, limit construction material on site, clean up the site regularly, minimize dust impacts and maintain all roadway and driveway access as much as possible, particularly at night.

SECTION 6. CONSTRUCTION STANDARDS

A. Scenic Roads

The cutting or removal of trees or the tearing down of stone walls, or portions thereof on certain streets in the City of Marlborough is protected under the provisions of MGL Chapter 405, Section 15C, and City Council Order No. 92-4385A. Permits along Scenic Roads may be issued only after compliance with the above laws have been ascertained. See Appendix D.

B. Saw Cutting of Pavement

Unless otherwise approved by the City Engineer, prior to placement of permanent pavement, the contractor shall sawcut the existing pavement by means of a hydraulic saw (or equivalent) a minimum of one foot outside the original trench limits. The trench shall be made square or rectangular and the sawcut sidelines of the trench shall be straight and true for a minimum distance of 50 feet on trenches longer than fifty feet, and for the entire length of the trench on trenches less than fifty feet, leaving a sound vertical face for the entire depth of existing pavement. Refer to Marlborough Department of Public Works standard details for further information.

C. Excavation

The excavation is to be kept as neat as existing conditions permit with not more than one hundred fifty (150) feet left open at any time during working hours.

Excavations shall be made in open cut and no tunneling will be allowed except by special permission of the Commissioner of Public Works. Trenches and excavations shall be braced and sheathed in accordance OSHA regulation 1926 Subpart P. Excavations, revised under Program Directive A-176, June 29, 2001 as amended. No trenches shall be left unattended unless secured by rigid fencing.

D. Sheet piling

Appropriate sheet piling (Aluminum, steel and/or lumber sheet piling as approved by the City Engineer) shall be installed where trench excavation is likely to cause failure to adjacent pavement. Unless otherwise directed, sheet piling shall be driven to such depth as to be two (2) feet below normal excavation. The sheet piling shall be securely and satisfactorily braced to withstand all pressures to which it may be subjected and shall be sufficiently tight to prevent any flow material into the workspace. Upon completion of the work, sheet piling shall be driven down or cut off eighteen (18) inches below pavement grade and left in place, or as directed by the City Engineer. No sheet piling may be left so as to create a possible hazard to the safety of the public, obstruction to flow of water, or a hindrance to traffic of any kind.

E. Steel Trench Plating

When steel trench plates are needed within the City right-of-way, all plates shall be carefully installed as deemed by the City Engineer. All plates must be fully secure with steel pins so to not move due to heavy traffic flows. Where the road surface is uneven, the plates shall sit on a layer of bituminous concrete pavement so that the plate is unyielding to vehicular traffic.

Plates must have a smooth transition to the surrounding surfaces by means of bituminous concrete asphalt pavement around the entire area of the steel plates.

F. Unsuitable Material

All unsuitable material, as determined by the City's inspector, is to be removed and disposed of off-site and replaced with approved bank-run gravel. Any excavated materials not required or not suitable for backfilling shall be removed from the site of the work and properly disposed of by the permittee. The permittee will not be allowed to store excess excavated material within the City right-of-way.

G. Pipe Bedding

The 12 inches of bedding material around pipes shall be sand (Spec: M1.04.0) for water, ¾ inch crushed stone (Spec:M2.01.0) for sewer, gravel borrow (Spec: Type C – M1.03.0) for drain, or as specified by the owner of the utility and approved by the City of Marlborough.

H. Backfill Materials

Excavations in the street pavement areas shall be carefully backfilled with layers of suitable bank-run gravel.

Suitable bank-run gravel material for backfilling shall be granular fill consisting of mineral soil substantially free from clay, organic materials, loam, wood, trash or other objectionable material which may be compressible, or which cannot be properly compacted. It shall not contain stones, broken concrete, masonry rubble or other similar materials. It shall have physical properties such that it can be readily spread and compacted. It shall not contain any snow, ice or frozen soil.

Backfill material shall consist of Controlled Density Fill (CDF) for all major roadways of the City as directed by the Commissioner of Public Works.

Where required, CDF shall be placed to within a minimum of 5" from the top of the existing pavement or as directed by the City's inspector. CDF shall be Type 1E Very Flowable (excavatable) or Type 2E Flowable (excavatable) with a maximum strength of 200 PSI and 25-30% air. CDF (Type 1E and 2E) shall be excavatable using simple hand tools where required.

If Control Density Fill is used to backfill the trench, permanent trench paving can be performed once the control density fill has set, eliminating the temporary trench paving requirement. Proof of Control Density Fill shall be required to be granted relief from Permanent Trench Paving. Please note, should the trench show any signs of failure, the contractor shall excavate the bituminous concrete in question and perform permanent trench paving meeting the City of Marlborough's specifications.

I. Compaction of Backfill

Backfill shall be uniformly distributed in successive layers, each layer being thoroughly compacted before the succeeding layer is placed. The entire width of the trench shall be mechanically, or hand tamped in six (6) inch lifts or in suitable lifts based on the equipment being used to achieve the required density. The top layer of backfill shall be fourteen (14) inches (in a temporary trench), and twelve (12) inches (in a permanent trench) of gravel compacted to 97% of maximum density.

J. Temporary Pavement

A temporary pavement shall be placed on the surface of the fill and thoroughly compacted. A temporary pavement shall be Class I Bituminous Concrete Type I-1 three (3) inches thick. "Cold Patch" may be allowed only if approved by the City Engineer due to adverse weather conditions. Temporary pavement shall not be less than the existing base course, or less than 3". Contractor is responsible for three 3-years maintenance.

K. Permanent Paving

Pavement placed shall be placed and raked to a uniform surface, rolled to the required thickness and to a grade that will match the existing bituminous road surface. The permittee shall maintain the surfacing and shall promptly fill with similar material any depressions and holes that may occur to keep the surfacing in a safe and satisfactory condition for traffic

The final bituminous concrete surface shall not be placed any earlier than 65 days or no later than 90 days from the date of completion of the temporary surface without approval from the City Engineer.

The temporary pavement shall be milled to a depth of one and one-half (1 ½) inches, twelve (12) inches outside of the temporary paving limits. Pavement limit joints are to be sealed with hot applied HMA crack sealer, per M3.05.4. In some instances, beyond a simple trench excavation, pavement details and resurfacing requirements will be included as a special condition of the permit.

L. Concrete Sidewalk

When work is performed in concrete sidewalk areas, it shall be replaced as follows: All excavations in concrete sidewalks shall be repaired in FULL panels and be a minimum of four (4) inches thick (minimum of six (6) inches thick at driveway openings). The concrete shall be 4,000 P.S.I., between 5% and 8% by volume air voids, 3/4" max. aggregate size with a broom finish.

Sidewalk repaving and/or replacement must follow as close behind installation as conditions permit. Excessive lineal footage of sidewalk left unrepaired will not be allowed. Construction joints shall be required at either side of the project limits, and at 5- foot intervals. Expansion joints shall be required at 20-foot intervals, if applicable.

M. Bituminous Sidewalk

When work is performed in sidewalk areas, the entire sidewalk shall be replaced as follows: The entire trench area shall be thoroughly compacted to a point nine (9) inches below the finish grade. Six (6) inches of approved processed gravel sub-base (subgrade) shall then be placed and compacted. The gravel base shall be shaped, graded and rolled to accurately meet the finish grade. In no case shall the surface be laid until the sub-base has been inspected and approved by the City Engineer. Pavement shall be placed in two (2) one and a half (1 ½) inch thick layers (after inspection).

N. Bituminous Concrete Berm

When work disturbs or removes bituminous concrete berm, it shall be replaced as follows: The mixture shall be placed and compacted with a machine. The dimensions and cross-sections of proposed replacement of bituminous concrete curb shall be as shown on the City of Marlborough Standard Detail Sheets. Where bituminous concrete berm is to be replaced, the roadway pavement shall be widened one (1) foot to provide a proper base for the berm and shall be constructed on a six-inch (6") gravel base.

O. Granite Curbing

When work disturbs or removes granite curbing, it shall be replaced as follows: Replaced granite curbing shall be type VA-4 Vertical (min 6"w x 6'l x 18"d) or SB sloped (min 3"w x 2'l x 18"d) to match existing curb. Curb shall be set on an approved gravel base. Trench excavation for curbing shall be excavated to a width of eighteen inches in width, to a depth of six inches (6") below the bottom of the proposed curbstone. The foundation for the curb shall consist of a minimum of six inches (6") of gravel, thoroughly compacted by tamping upon the foundation.

P. Disturbing Existing Utilities

The permittee shall exercise special care during excavation to avoid injury to underground structures such as water or gas mains, pipes, conduits, manholes, catch basins, etc. When necessary, the permittee shall cooperate with representatives of public service companies to avoid damage to their structures by furnishing and erecting suitable supports, props, shoring and other means of protection. The permittee shall be liable for repair of any damage to such utilities, either public or private, to the satisfaction of the Commissioner of Public Works.

Q. Blasting

When the use of explosives is necessary for the execution of the work, the Contractor shall take the utmost care not to endanger life and property. Care shall be taken to prevent injury to existing pipes or other structures and property above or below ground. Any damage resulting from the Contractor's work shall be the Contractor's responsibility.

Blasting operations are subject to the approval, and permitting from the City of Marlborough Fire Chief. The contractor is responsible for obtaining all permits and adhering to applicable requirements. Explosive materials shall not be stored overnight. The contractor must provide blasting details at all blasting sites where blasting is to occur. The details are to be staffed by the Fire Department with a minimum 24- hour notice and a minimum 4-hour cancellation. No direct payment. Permitting will be in accordance with Board of Fire Prevention Regulations, 527 CMR 13.00, Massachusetts Fire Code and the requirements of the Marlborough Fire Department.

R. Restoration of Traffic Control Devices

Any traffic control devices (signs, line painting, loop detectors, lights, etc.) disturbed or removed during work associated with a Road Opening Permit shall be replaced by a qualified person at the expense of the permit holder. Coordination of this work must be done with the Department of Public Works.

SECTION 7. MATERIALS SPECIFICATIONS

A. Acceptable Water Materials

<u>Water Mains</u>	Shall be ductile iron centrifugally cast with push-on joints conforming to AWWA/ANSI C151. Pipe shall be class 52, double cement lined and bituminous coated conforming to AWWA/ANSI C104.
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<u>Ductile Iron Fittings</u>	(Including bends, reducers, off-sets, tees and sleeves): Pipe fittings shall have mechanical joint ends conforming to ANSI/AWWA C1/A21.11 double cement lining and bituminous coating conforming to ANSI/AWW C104.A21.4. Fittings shall be supplied with mechanical joint accessories including restraining glands, with high strength, low alloy steel bolts and heavy hexagon nuts conforming to ANSI/AWWA C111.A21.11.
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Long body fittings shall be Class 350 ductile iron conforming to ANSI/AWWA C110/A21.10. Compact body fittings shall be Class 350 ductile iron conforming to ANSI/AWWA C153/A21.53.

<u>Hydrants</u>	Mueller Super Centurion 5½ feet bury, 4½ inch valve opening with 6-inch mechanical bell inlet, open right, dry barrel, with break flange. Must conform to ANNSI/AWWA C502.
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Hydrants located within the city right of way shall be painted safety orange and metallic silver. Hydrants on private property shall be red.

Tapping Sleeve

and Valve

Mechanical joint valves must open right. Stainless steel sleeves are accepted on AC and PVC main only.

Gate Valve

(12-inch diameter or less): Shall be 200 psi working pressure, non-rising stem, "o" ring, open right, mechanical joint, two-inch ductile iron operating nut with stainless steel bolt, resilient seated (resilient wedge) gate valve conforming to ANSI/AWWA C509 – No manufacturer specified. Valves shall be epoxy coated and supplied with mechanical joint accessories, high strength alloy steel bolts and heavy hexagon nuts conforming to ANSI/AWWA C111. Stems shall be stainless steel.

Gate Valve Boxes

Shall be cast iron, two-piece, sliding type with a non-flange top section, no inside stops, and an outside shaft diameter of six inches. Bottom section shall be belled base. Length of top section shall be minimum of 24 inches. Bottom section length as needed. Boxes shall have the word "WATER" cast into cover. (North American manufactured.)

Curb Box

Shall be Erie-style with arch pattern, one-inch in diameter, constructed from SC #40 Black Steel, adjustable in length from five feet to six feet, and have a 5/8 diameter stainless steel rod 36 inches in length with stainless steel pins. One-inch caps shall be extra heavy duty with brass pentagon plug and coarse "rope" thread to fit a one-inch Erie-style box.

Two-inch diameter curbs shall use a buffalo box with rising center rod.

Saddles

Wide band stainless-steel, stainless-steel nuts, bolts, and washers. Ford, Smith Blair, Hymax and TPS or approved other

Meters

5/8 inch x 1/2 inch (minimum) with remote and tail pieces. Neptune T-10 with E-Coder integrated head.

See attached Commercial & Domestic Water Service Meter Detail in appendix F. Construction Details for meter connection in building.

Corporations

Ball valve type construction with inlet CC thread and compression pack joint on the outlet, heavy patterns, and conforming to AWWA/ANSI C800 – No manufacturer specified. – All brass must be "Lead Free" in compliance with the Federal Reduction of Lead in Drinking Water Act.

<u>Curb Stops</u>	Will be open right with stop, non-draining. Ball valve type construction with compression pack joint on the inlet and outlet, heavy patterns, and conforming to AWWA/ANSI C800 – No manufacturer specified. All brass must be “Lead Free” in compliance with the Federal Reduction of Lead in Drinking Water Act.
<u>Services</u>	Will be Type "K" copper (ASTM B88), minimum ¾-inch diameter for all repair work. Type “K” Copper (ASTM B88) or HDPE SDR 9 tubing size PE with minimum pressure rating of 250 psi. Tracer wire must be used with plastic services and shall be brought from main to the surface along side the curb box or be brought inside of the building foundation.
<u>Tracer Wire</u>	Shall be min. 12 AWG copper wire, solid, coated with a blue colored min. 30 mil. high molecular weight polyethylene insulation. For trenchless water line: a min. of two wires or as shown on the plans and shall be a min. 12 AWG copper clad steel core wire, solid, with a blue 45 mil. HDPE insulation.
<u>Warning Ribbon</u>	A blue METALLIC WARNING RIBBON shall be placed 2 feet above and along the entire length of all WATER PIPE.

B. Acceptable Sewer Materials

<u>Sewer Pipe</u>	P.V.C. ASTM D3034 SDR 35, Cement- Ductile Iron Pipe Class 52. All forced sewer mains 4” or larger shall be Cement-Ductile Iron Pipe Class 52. Sewer main 10' in depth or greater shall be Cement Ductile Iron Pipe Class 52.
<u>Drop Inlets</u>	All sewer drop inlets shall be bowl style with stainless steel anchors (Reliner/Duran Inc.) internal to the sewer manhole, which shall have an inside diameter of five (5) feet.
<u>Service Pipe</u>	Minimum diameter 6-inch P.V.C.
<u>Rings & Covers</u>	<p>Manufactured by East Jordan Iron Works, LeBaron LA268-0 (wt. 480 lbs.), covers stamped "SEWER"; Mass. Standard. Bolted locking covers shall be provided for all off-pavement manholes and shall be LeBaron LCB268-1-000. (wt. 475 lbs.), (min. 26” diameter, 8” height).</p> <p>Cement blocks are not acceptable to raise sewer castings. Sewer Brick ASTM C32-69 Grade SS.</p>

<u>Warning Ribbon</u>	A green METALLIC WARNING RIBBON shall be placed 2 feet above and along the entire length of all SEWER PIPE.
<u>Clean Outs</u>	All sewer cleanouts to have "top hat" style ring and cover. Minimum 8" diameter and 12" height.

C. Acceptable Drain Materials

<u>Drain Pipe</u>	Reinforced concrete pipe (Class IV or higher). High density polyethylene ADS is allowed up to 24" if greater than or equal to 3 feet of cover or less than 9 feet of cover, or as approved by the City Engineer.
<u>Frame & Grate</u>	Manufactured by East Jordan Iron Works LeBaron LF248 -2 (wt. 453 lbs.) Mass. standard.
<u>Frame & Cover</u>	Manufactured by East Jordan Iron Works LeBaron LA268-0 (wt. 480 lbs.) covers stamped "DRAIN"; Mass. standard.
<u>Brick</u>	Red clay brick shall be used to raise all castings.
<u>Hood</u>	"The Eliminator®", manufactured by Ground Water Rescue, Inc. or approved equal.

SECTION 8. PERMIT-RELATED ACTIVITIES

A. Excavations Permit

All excavations in the public way must be permitted for inspection and maintenance. The excavation and all work associated with the work are required to meet the standards as set forth in section 5.0 "Construction" of these road opening regulations and shall be in accordance with applicable requirements of the Massachusetts Engineering Department, Standard Specifications for Engineering and Bridges, currently in effect.

All excavations on private property must be permitted through the Engineering Department for accountability with the Massachusetts Department of Safety, should a safety violation be reported to the Department of Public Works.

B. Non-Excavation Permits to Place Material, Equipment, or Obstruction in a Public Way.

No person shall use any portion of a public way without first obtaining a permit to do so from the Department of Public Works, pursuant to City of Marlborough Code Section 551-18 "Obstructions in Public Way"

No person shall use any portion of any street which the City is obliged to keep in repair for the purpose of placing building materials containers or rubbish or moving a building either

the sidewalk or roadway without a permit from the Department of Public Works. A permit to allow this use may be granted by the Commissioner of Public Works for a period not exceeding thirty (30) days, upon condition that during the whole of every night, from sunset until sunrise, warning lights shall be so placed as to warn travelers of the presence of the obstruction and upon such further conditions as the Commissioner of Public Works may determine is needed.

C. Driveway Permit

In order to maintain safety and welfare for all motor vehicle operators, pedestrians and the general public, the permittee shall comply with City ordinance(s) regarding the construction of driveways: The Permittee shall provide the Engineering Division a plan to review and approve showing existing and proposed driveway width, drainage, profile, sight distance, distance from intersecting streets centerlines, street signs, granite bounds, stone markers, stone walls, granite curbs, granite inlet blocks, catch basin frame and grates, hydrants, utility poles, trees, guardrails, fences and any other fixed objects.

D. Cored Holes at Pavement, Driveways and Sidewalks Permit

The Permittee shall fill any cored holes at his/her own expense. All core holes shall be identified and filled the same day they are cored. Suitable material for backfilling shall be placed in the cored hole and properly tamped prior to asphalt patching. The area of the asphalt patch shall be sealed with an asphalt seal and sand cover.

E. Cable Installation (Loop Detectors) – Saw Cut Permit

A dry diamond saw shall be used to make the cut. The width of the opening will not exceed the cable width. The depth will not exceed 2 inches or extend below the last layer of asphalt and into the gravel. After the cut is made, an air compressor will be used to thoroughly clean the wireway in preparation for the cable, backer rod and armourcoat - (polyester fiber reinforced asphalt).

F. Re-Use of Existing Utilities

Residents who propose to re-use an existing sewer service for new construction shall provide the Water & Sewer Division's General Foreman with video of the existing service line for review of condition and approval of re-use.

The proposed use of an existing water service for new construction shall be determined by the Water & Sewer Division. The approval of re-use will be based on material type, and number of previous repairs.

G. Temporary Road Closing Permit

The application shall include a plan of the road and a letter indicating reasons for the roadway closure and specified time. The plan shall indicate the limits of the closure, proposed signing to be placed during the closing, location of police if needed, as directed by the Police Department, and rerouting of traffic affected by this closure. Contractor shall be responsible

for contacting appropriate utilities and emergency response (see Section 5G for contact information).

H. Drain Connection Permit

Residents wishing to connect a private drain from their property to the City's drainage system must provide the Engineering Division with the following information:

A plan showing the proposed drain location, pipe size and other pertinent details must be provided and attached to the drain permit. A review by a Licensed Professional Engineer shall certify that the increased drainage will not significantly impact the City's drainage system.

The connection may not be allowed if the drainage system is currently deficient or could be made deficient by the drainpipe connection.

The homeowner will be required to sign a **Release and Indemnification Form** provided by the City, and a Grant of License will have to be granted by the Commissioner of Public Works.

SECTION 9. PROTECTED STREET LIST

No opening of roads on said list will be permitted on roads having been reconstructed or resurfaced within one (1) year of the date of completion. After one (1) year, the permittee will be responsible for curb-to-curb cold planing and resurfacing for a limit as determined by the City Engineer or his/her designee and to include any ancillary work resulting from permitted work on these protected streets. The limits will be as determined in the permit conditions.

Reconstructed streets are protected for a 5-year period from when final paving of the roadway takes place. The current 5 years list is provided in Appendix E.

SECTION 10. PRIVATE PROPERTY

Liability for damage to private property abutting the construction and caused by the permittee, his agents or servant shall be borne solely by the permittee performing the work.

SECTION 11. LIABILITY

The issuance of the permit to an individual utility or the utility company and/or its agents, or others as described in Section 1, paragraph 1.1 of this permit, shall constitute an agreement with the City of Marlborough whereby the utility or utility and/or its agents, and individual, or others, shall indemnify and save harmless, the City of Marlborough, against all claims for damages for injuries to persons or property, and against all costs, suits, expenses and losses occasioned by or arising from entering streets and/or ways and from occupancy and use of said streets and/or ways, and further agree to pay all costs and damages which may be recovered against the City of Marlborough, by reason of entering said street and/or ways on account of occupancy of said premises, and shall further be required to provide insurance therefore unless otherwise determined by the Commissioner of Public Works.

SECTION 12. ENFORCEMENT PROVISIONS- Suspension or Revocation of License or Permit

The City of Marlborough through its Department of Public Works-Engineering Division, reserves the right to suspend or revoke a contractor's license or permit. Operating without a license or permit issued by the City of Marlborough will result in the suspension of license or permit.

If an examination of the work reveals that it does not comply with or violates the provisions of the permit, the Commissioner of Public Works shall notify and order in writing that the permittee and its duly authorized supervisor at the work site shall take such appropriate measures as necessary to ensure compliance with the provisions of the permit.

If a further examination of the work, not less than forty-eight (48) continuous hours after the issuance of orders reveals that no positive actions and/or appropriate measures are or were being taken by the permittee or its duly authorized supervisor at the work site to ensure compliance with the provisions of the permit, the Commissioner of Public Works or the City Engineer may rescind, suspend or modify through the imposition of conditions the permit or license.

Additionally, the Commissioner of Public Works or the City Engineer may suspend, revoke, or refuse to issue a license or permit, if in the opinion on the Commissioner of Public Works or the City Engineer, the contractor is not adequately skilled or competent to undertake work under the license or permit.

SECTION 13. HEARINGS

Any person to whom any order to comply with the provisions of this permit is issued, or any person who objects to the issuance of a variance, may request a hearing before the Commissioner of Public Works or his designee by filing a written application within ten (10) days of the receipt of the order or within ten (10) days of the filing of notice of the granting of the variance.

SECTION 14. PENALTY

Any permittee who violates or refuses to comply with any provision of this permit and orders hereunder promulgated shall forfeit and pay to the use of the City of Marlborough a sum of fifty (\$50.00) dollars for each violation. Each day, or portion of a day, that any violation is allowed to continue shall constitute a separate violation of this permit.

SECTION 15. VARIANCE

The Commissioner of Public Works upon his own initiative or upon application to him by any individual or utility may vary any provisions of this permit as he deems necessary in his opinion, the enforcement thereof would do manifest injustice or cause undue hardship, provided that his decision shall not conflict with the spirit of this permit. Variances, when granted, shall be in writing and shall be effective for not more than one (1) year.

SECTION 16. SEVERABILITY

Each of these sections shall be construed as separate to the end that if any section or paragraph, sentence, clause or phrase thereof shall be held invalid for any reason, the remainder of that section and all other sections of this permit shall continue in full force.

SECTION 17. MUNICIPAL DEPARTMENTS

Municipal Departments of the City of Marlborough shall be exempt from the fees associated with this permit, but shall conform to all other aspects of this permit.

SECTION 18. INCONSISTENCIES

All provisions of the ordinances of the City of Marlborough, as amended which are inconsistent with this permit, shall continue in effect.

LIST OF APPENDICES

	<u># of Pages/Sheets</u>
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Appendix B Workers Compensation Insurance Affidavit	2
Appendix C Release and Indemnification Form	2
Appendix D Scenic Roads List	1
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APPENDIX – A
TYPICAL WATER & SEWER LOCATION TIES

CITY OF MARLBOROUGH
SEWER SERVICE INSTALLATION DATA

PROPERTY ADDRESS: _____

STREET SERVICE CONNECTED ON (IF DIFFERENT): _____

DATE OF INSTALLATION: _____ CONTRACT _____ SHEET NO. _____

MAIN SIZE AND TYPE: _____ SERVICE SIZE & TYPE: _____

WYE DISTANCE FROM (UP / DOWN) STREAM MANHOLE: _____ STUB LENGTH: _____

HEIGHT OF CHIMNEY AT MAIN: _____ DEPTH OF STUB FROM GROUND SURFACE: _____

SERVICE DISTANCES: HOUSE TO CLEANOUT _____ CLEANOUT TO MAIN _____

CONTRACTOR: _____

LATERAL INSTALLED BY: _____ INSPECTOR: _____

HOUSE CONNECTION INSTALLED BY: _____ INSPECTOR: _____

APRIL 2016

SKETCH OF SERVICE LOCATION, CLEANOUT, AND TIES:

CITY OF MARLBOROUGH
WATER SERVICE INSTALLATION DATA

PROPERTY ADDRESS: _____
STREET SERVICE TAPPED ON (IF DIFFERENT): _____
DATE OF INSTALLATION: _____ DOMESTIC, IRRIGATION, OR FIRE SYSTEM? _____
TAP SIZE: _____ MAIN SIZE AND TYPE: _____ DEPTH OF MAIN: _____
CURB STOP/VALVE SIZE: _____ SERVICE LENGTH (MAIN to CURB STOP): _____ SERVICE MATERIAL & SIZE: _____
CONTRACTOR: _____
TAP INSTALLED BY: _____ INSPECTOR: _____
CURB OR OPERATING VALVE LOCATION*: _____
TAP/CORPORATION LOCATION**: _____
INSULATOR INSTALLED? _____ IF YES, WHERE: TAP _____ CURB STOP _____
ANODE INSTALLED? _____ IF YES, SIZE: _____ LBS., ATTACHED TO: TAP _____ / SERVICE _____ / MAIN _____
INSIDE SERVICE MATERIAL & SIZE: _____ SERVICE LENGTH (HOUSE->CURB STOP): _____
METER MAKE & SIZE: _____ METER SERIAL #: _____ METER REMOTE #: _____

*LOCATED IN FRONT YARD, SIDE YARD, DRIVEWAY, SIDEWALK, ETC.

**MEASURED FROM NEAREST UTILITY POLES, GATE VALVES, OR HYDRANTS, WHICHEVER ARE CLOSER.

APRIL 2016

SKETCH OF SERVICE LOCATION AND TIES:

APPENDIX - B
WORKERS COMPENSATION INSURANCE AFFIDAVIT



The Commonwealth of Massachusetts
Department of Industrial Accidents
Office of Investigations
600 Washington Street, 7th Floor
Boston, Mass. 02111

Workers' Compensation Insurance Affidavit: Building/Plumbing/Electrical Contractors

Applicant information: Please PRINT legibly

name: _____

address: _____

city: _____ state: _____ zip: _____ phone #: _____

work site location (full address): _____

☐ I am a homeowner performing all work myself. Project Type: ☐ New Construction ☐ Remodel

☐ I am a sole proprietor and have no one working in any capacity. ☐ Building Addition

☐ I am an employer providing workers' compensation for my employees working on this job.

company name: _____

address: _____

city: _____ phone #: _____

insurance co. _____ policy # _____

☐ I am a sole proprietor, **general contractor**, or **homeowner (circle one)** and have hired the contractors listed below who have the following workers' compensation policies:

company name: _____

address: _____

city: _____ phone #: _____

insurance co. _____ policy # _____

company name: _____

address: _____

city: _____ phone #: _____

insurance co. _____ policy # _____

Attach additional sheet if necessary

Failure to secure coverage as required under Section 25A of MGL 152 can lead to the imposition of criminal penalties of a fine up to \$1,500.00 and/or one years' imprisonment as well as civil penalties in the form of a STOP WORK ORDER and a fine of \$100.00 a day against me. I understand that a copy of this statement may be forwarded to the Office of Investigations of the DIA for coverage verification.

I do hereby certify under the pains and penalties of perjury that the information provided above is true and correct.

Signature _____ Date _____

Print name _____ Phone # _____

official use only do not write in this area to be completed by city or town official

city or town: _____ permit/license # _____ ☐ Building Department

☐ check if immediate response is required

☐ Licensing Board

☐ Selectmen's Office

☐ Health Department

contact person: _____ phone #: _____ ☐ Other _____

(revised Sept. 2003)

Information and Instructions

Massachusetts General Laws chapter 152 section 25 requires all employers to provide workers' compensation for their employees. As quoted from the "law", an **employee** is defined as every person in the service of another under any contract of hire, express or implied, oral or written.

An **employer** is defined as an individual, partnership, association, corporation or other legal entity, or any two or more of the foregoing engaged in a joint enterprise, and including the legal representatives of a deceased employer, or the receiver or trustee of an individual, partnership, association or other legal entity, employing employees. However the owner of a dwelling house having not more than three apartments and who resides therein, or the occupant of the dwelling house of another who employs persons to do maintenance, construction or repair work on such dwelling house or on the grounds or building appurtenant thereto shall not because of such employment be deemed to be an employer.

MGL chapter 152 section 25 also states that every state or local licensing agency shall withhold the issuance or renewal of a license or permit to operate a business or to construct buildings in the commonwealth for any applicant who has not produced acceptable evidence of compliance with the insurance coverage required. Additionally, neither the commonwealth nor any of its political subdivisions shall enter into any contract for the performance of public work until acceptable evidence of compliance with the insurance requirements of this chapter have been presented to the contracting authority.

Applicants

Please fill in the workers' compensation affidavit completely, by checking the box that applies to your situation. Please supply company name, address and phone numbers along with a certificate of insurance as all affidavits may be submitted to the Department of Industrial Accidents for confirmation of insurance coverage. Also be sure to sign and date the affidavit. The affidavit should be returned to the city or town that the application for the permit or license is being requested, not the Department of Industrial Accidents. Should you have any questions regarding the "law" or if you are required to obtain a workers' compensation policy, please call the Department at the number listed below.

City or Towns

Please be sure that the affidavit is complete and printed legibly. The Department has provided a space at the bottom of the affidavit for you to fill out in the event the Office of Investigations has to contact you regarding the applicant. Please be sure to fill in the permit/license number which will be used as a reference number. The affidavits may be returned to the Department by mail or FAX unless other arrangements have been made.

The Office of Investigations would like to thank you in advance for your cooperation and should you have any questions, please do not hesitate to give us a call.

The Department's address, telephone and fax number:

The Commonwealth Of Massachusetts
Department of Industrial Accidents
Office of Investigations
600 Washington Street, 7th Floor
Boston, Ma. 02111
fax #: (617) 727-7749
phone #: (617) 727-4900 ext. 406

APPENDIX - C



CITY OF MARLBOROUGH
Department of Public Works
135 Neil Street
Marlborough, Massachusetts 01752
(508) 624-6910 Ext. 33200
TDD (508) 460-3610

RELEASE AND INDEMNIFICATION

PL ____ PCL ____

We _____ of _____
our heirs, executors, successors, administrators, and assigns, in consideration of the permission given to us by the City of Marlborough, Massachusetts through its Department of Public Works to drain my premises located at _____ by means of a connection of my drainpipe from said premises into the infrastructure of the City's drainage system, do hereby agree to release and indemnify the City and all Departments and Divisions of the City, including without limitation the Department of Public Works, with respect to any issues, including without limitation all actions, causes of action, suits, damages, and any and all claims, demands and liabilities whatsoever of every name and nature, both in law and equity, including claims by third parties, that may arise out of or in connection with said connection to the infrastructure of the City's drainage system. The existence of insurance shall in no way limit the scope of defense and indemnification recited herein.

The reason for the connection to the infrastructure of the City's drainage system is: _____

I further affirm that I have read this Consent & Release Form and that I agree to its conditions.

Property Owner _____ Date _____
PLEASE USE BLUE INK

Property Owner _____ Date: _____
PLEASE USE BLUE INK

(If signing on behalf of a legal entity, please attach a record of that entity's authorization to bind the entity).

COMMONWEALTH OF MASSACHUSETTS

Middlesex, ss.

On this _____ day of _____ 20____, before me, the undersigned notary public, personally appeared _____, proved to me through satisfactory evidence of identification which were _____, to be the person whose name is signed on the preceding or attached document, and acknowledged to me that he/she signed it voluntarily for its stated purpose.

Notary Public:
My Commission Expires:

APPENDIX - D
SCENIC ROADS LIST



CITY OF MARLBOROUGH

SCENIC ROADS LIST

In accordance with Massachusetts General Law 405, Section 15C and Marlborough City Council Order No. 92-4365A.

ASH STREET	HEMENWAY STREET
BEACH STREET	HEMENWAY STREET EXTENSION
BERLIN ROAD	HOSMER STREET
BIGELOW STREET	MLLHAM STREET
BRIGHAM STREET	PARMENTER ROAD
CHURCH STREET	PLEASANT STREET
CLOVERHILL STREET	ROBINHILL ROAD
CONCORD ROAD	SPOONHIL AVENUE
DUDLEY STREET	STEVENS STREET
EAST DUDLEY STREET	STOW ROAD
ELM STREET	SUDBURY STREET
FARM ROAD	WAYSIDE INN ROAD
FITCHBURG STREET	WEST HILL ROAD
FRAMINGHAM ROAD	WESTBORO ROAD

APPENDIX - F
STREET MORATORIUM LIST

2024 Street Moratorium List

Street Name	Year	Description
Akroyd Street	2019	Reconstruction (reclaim)
Bolton Street (Hudson Street to Hudson Town Line)	2019	Reconstruction (overlay)
Boudreau Avenue	2019	Reconstruction (reclaim)
Carver Hill Road	2019	Reconstruction (reclaim)
Concord Road (Beaman Lane to Town Line)	2019	Reconstruction (overlay, reclaim, 1" overlay)
Fowler Street	2019	Reconstruction (reclaim)
Glen Street	2019	Reconstruction (reclaim)
Hawkins Lane	2019	Reconstruction (overlay)
Hemenway Street	2019	Reconstruction (overlay)
Johansen Drive	2019	Reconstruction (reclaim)
Maple Street (John Street to Southborough Town Line)	2019	Reconstruction (reclaim)
Ridge Road	2019	Reconstruction (reclaim)
Roundtop Road	2019	Reconstruction (reclaim)
State Street	2019	Reconstruction (reclaim)
Wilson Street	2019	Reconstruction (reclaim)
Woodcock Lane (Harper Circle to Farrington Lane)	2019	Reconstruction (overlay)
Bolton Street (350' south of Poirier Dr. to Hudson Street)	2020	Reconstruction (overlay)
Devens Street	2020	Reconstruction (reclaim)
Donald Lynch Blvd. (Bigelow St to Town Line)	2020	Reconstruction (overlay)
Donald Lynch Blvd. (River st to 1st Macy's entrance)	2020	Reconstruction (overlay)
Forbes Avenue	2020	Reconstruction (reclaim)
Gagas Lane	2020	Reconstruction (reclaim)
Hanlon Drive	2020	Reconstruction (overlay)
LaFreniere Drive	2020	Reconstruction (overlay)
Lodi Road (Stevens St. to Ridge Rd.)	2020	Reconstruction (reclaim)
McEnelly Street	2020	Reconstruction (reclaim)
Memory Lane	2020	Reconstruction (reclaim)
Pleasant Street (Berlin Rd to Lincoln Street)	2020	Reconstruction (overlay)
Pleasant Street (Fitchburg St to Town Line)	2020	Reconstruction (overlay)
Poirier Drive	2020	Reconstruction (reclaim)
Bellows Circle	2021	Reconstruction (reclaim)
Cashman Street	2021	Reconstruction (reclaim)
Dawes Road	2021	Reconstruction (reclaim)
Dirado Drive	2021	Reconstruction (reclaim)

2024 Street Moratorium List

Street Name	Year	Description
Donahue Drive	2021	Reconstruction (overlay)
Doucette Drive	2021	Reconstruction (overlay)
Evelina Drive (Schofield Dr to #54 Evelina Dr)	2021	Reconstruction (reclaim)
Flynn Avenue	2021	Reconstruction (overlay)
Fontaine Street	2021	Reconstruction (reclaim)
Kenney Lane	2021	Reconstruction (reclaim)
Lincoln Street (Broad Street to Highland Street)	2021	Reconstruction (reclaim)
McCabe Drive	2021	Reconstruction (reclaim)
Phelps Street	2021	Reconstruction (overlay)
Prospect Street (Cashman St to Main St)	2021	Reconstruction (reclaim)
Ripley Avenue	2021	Reconstruction (overlay)
Simpson Road (Stow Road to Dawes Road)	2021	Reconstruction (reclaim)
Teller Street	2021	Reconstruction (overlay)
Tucker Avenue	2021	Reconstruction (overlay)
Ash Street	2022	Reconstruction (Overlay)
Beaman Lane	2022	Reconstruction (Overlay)
Boundary Street	2022	Reconstruction (Overlay)
Clover Hill Street	2022	Reconstruction (Overlay)
Denoncourt Street	2022	Reconstruction (Reclaim)
Donald J. Lynch Boulevard (Macy's to Bigelow Street)	2022	Reconstruction (Overlay)
Dudley Street (Millham Street to Elm Street)	2022	Reconstruction (Overlay)
Elm Street (Boundary Street to Dudley Street)	2022	Reconstruction (Overlay)
Fremont Street	2022	Reconstruction (Reclaim)
Ghiloni Park Woods Path	2022	Reconstruction (Overlay)
Harrison Place	2022	Reconstruction (Reclaim)
Howe Street	2022	Reconstruction (Overlay)
Lambert Street	2022	Reconstruction (Overlay)
Millham Street (Elm Street to Maurice Drive)	2022	Reconstruction (Overlay)
Minehan Lane	2022	Reconstruction (Overlay)
Neil Street	2022	Reconstruction (Overlay)
North Bigelow Street	2022	Reconstruction (Overlay)
Sherman Street	2022	Reconstruction (Overlay)
Stow Road	2022	Reconstruction (Overlay)
Zompetti Street	2022	Reconstruction (Overlay)
Cedar Hill Road	2023	Reconstruction(Reclaim)

2024 Street Moratorium List

Street Name	Year	Description
Concord Road (Beaman Lane to Town Line)	2023	Reconstruction (Overlay)
Crescent Street	2023	Reconstruction (Reclaim)
Framingham Road (Farm Road to Southborough Town Line)	2023	Reconstruction (Overlay)
Francis Street	2023	Reconstruction (Reclaim)
Gay Street	2023	Reconstruction (Reclaim)
Gleason Street	2023	Reconstruction (Reclaim)
Hayes Memorial Drive	2023	Reconstruction (Reclaim)
Liberty Street	2023	Reconstruction (Reclaim)
Millham Street (Chase Road to Boundary Street)	2023	Reconstruction (Overlay)

APPENDIX - F
CONSTRUCTION DETAILS

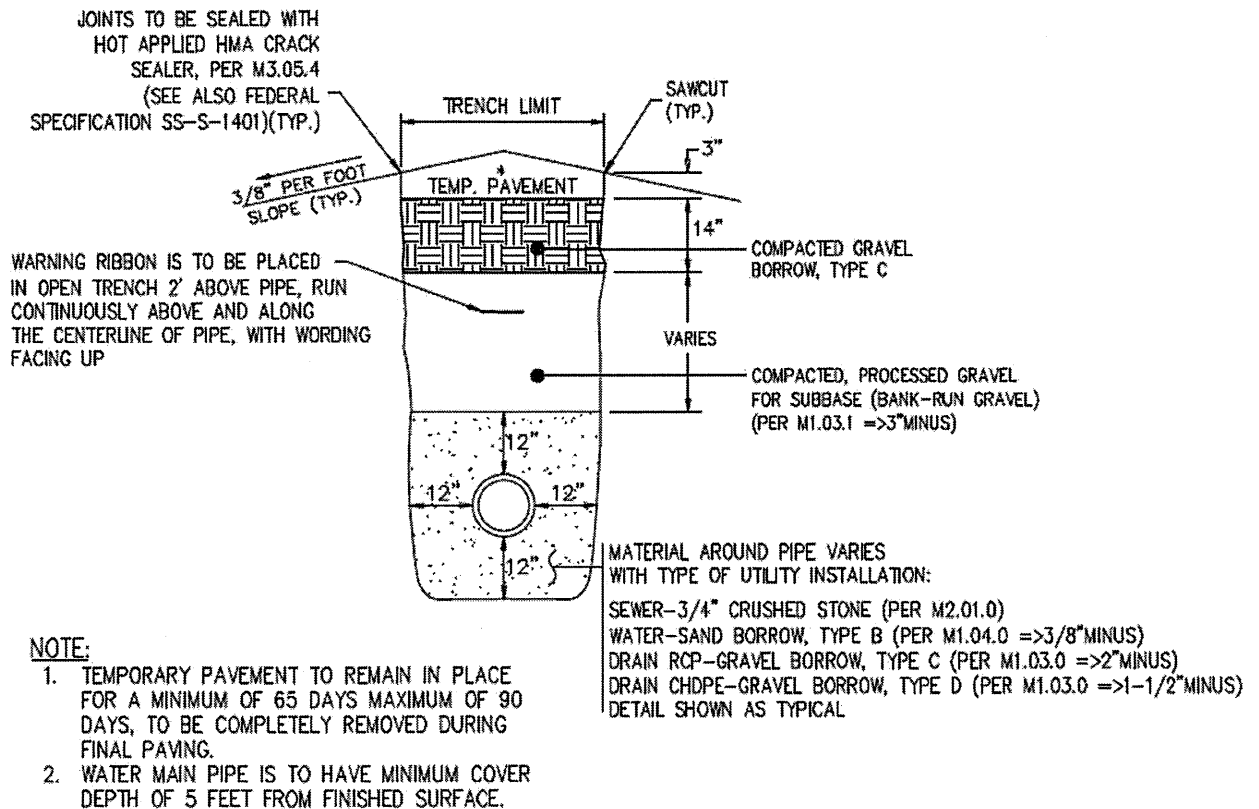


CITY OF MARLBOROUGH

DETAILS

- 1- EXCAVATION TRENCH**
- 2- TEMPORARY TRENCH**
- 3- PERMANENT TRENCH**
- 4- FLOWABLE FILL TRENCH**
- 5- UTILITY CROSSING**
- 6- SIDEWALK/DRIVEWAY - ADA SLOPE**
- 7- PLATING DETAIL**
- 8- COMMERCIAL & DOMESTIC WATER SERVICE
METERS**
- 9- STANDARD WATER DETAILS**
- 10- STANDARD SEWER DETAILS**
- 11- STANDARD DRAIN DETAILS**

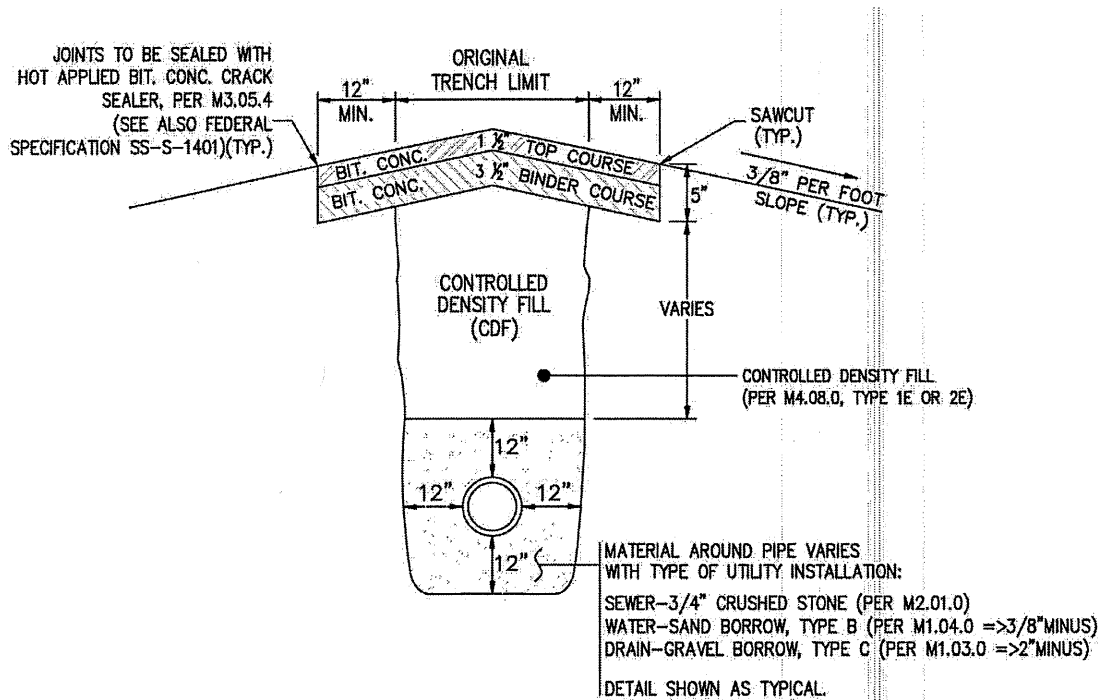
EXCAVATION TRENCH



TYPICAL EXCAVATION TRENCH

N.T.S.

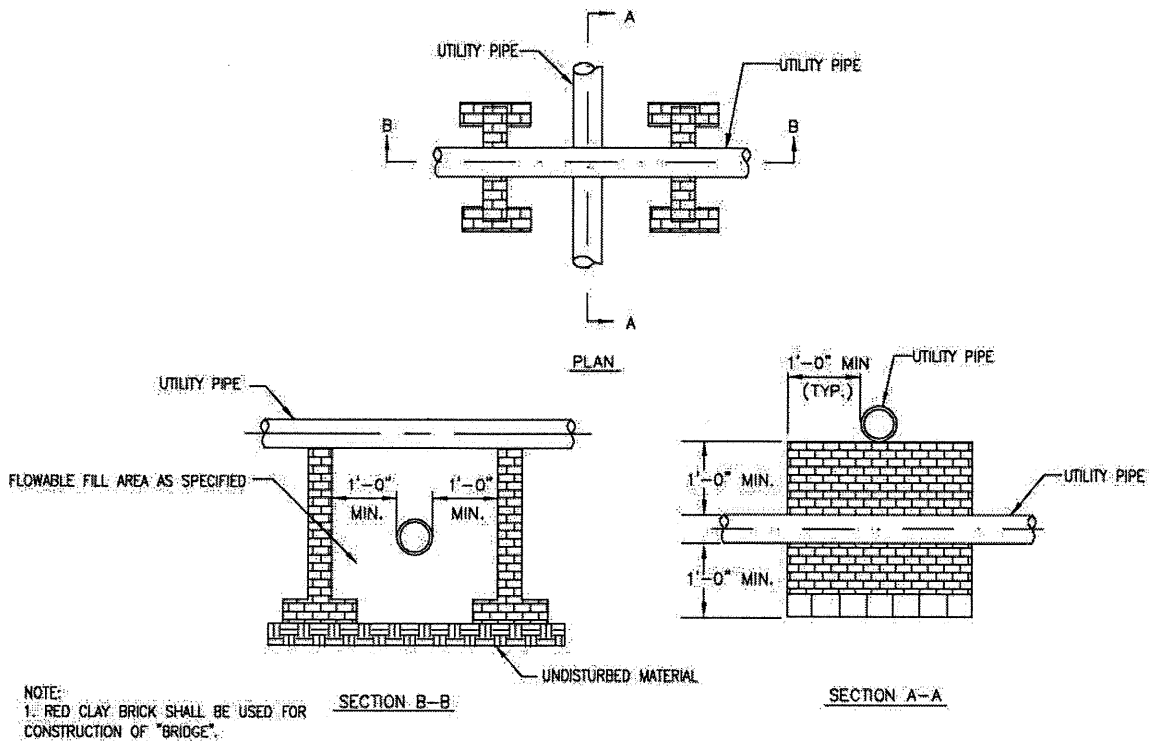
EXCAVATION TRENCH



TYPICAL FLOWABLE FILL TRENCH

N.T.S.

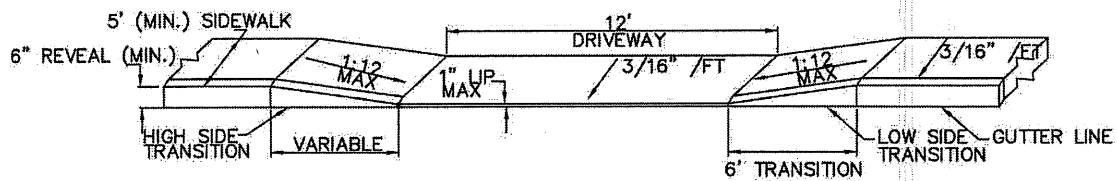
UTILITY CROSSING



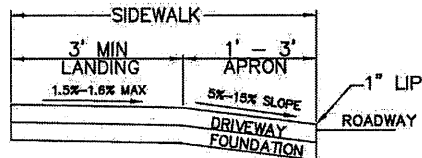
UTILITY CROSSING BRIDGE

N.T.S.

SIDEWALK/DRIVEWAY - ADA SLOPE



PROFILE	GRADE	TRANSITION LENGTH
%	G	L _{tr} (FT.)
0	0	6.0
1	.01	7.0
2	.02	8.0
3	.03	9.5
4	.04	11.5
5+	.05	15.0 MAX.



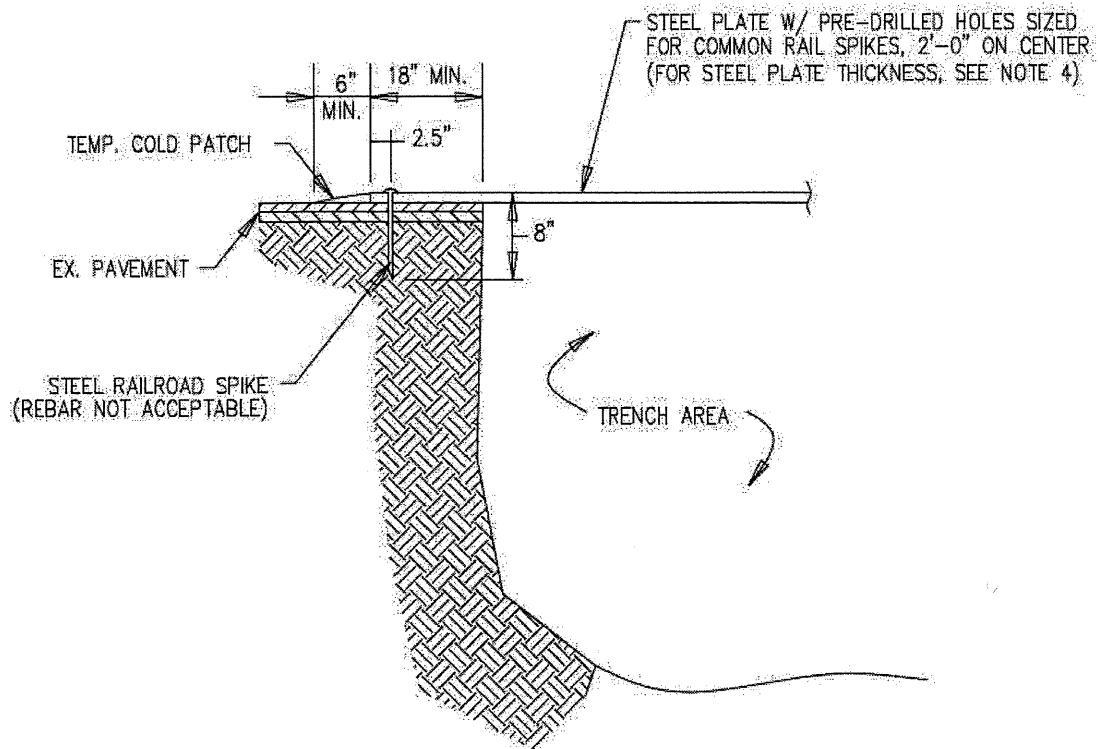
Note:

- 1) All details are subject to change without notice. Check with the City of Marlborough's Department of Public Works prior to using these details for the most up to date revisions.

DRIVEWAY

N.T.S.

PLATING DETAIL



NOTE:

1. THE CITY RESERVES THE RIGHT NOT TO ALLOW THE USE OF STEEL PLATES TO SECURE TRENCHES AT ANY TIME THROUGHOUT CONSTRUCTION.
2. PLACE 48"X48" ORANGE AND BLACK CONSTRUCTION SIGN, STATING "STEEL PLATES 100 FT." TO PROVIDE DRIVERS WITH ADVANCED NOTICE. SEE TRAFFIC MANAGEMENT PLAN FOR PLACEMENT OF SIGNAGE.
3. NOT MORE THAN ONE (1) STEEL PLATE SHALL BE USED AT ANY TIME AND CAN NOT BE USED ON EXCAVATIONS GREATER THAN 7- FEET WIDE.
4. STEEL PLATE DIMENSIONS AND THICKNESS SHALL BE DESIGNED BY THE CONTRACTOR. STEEL PLATE THICKNESS SHALL BE DESIGNED TO ALLOW DEFLECTION OF NOT MORE THAN 0.25".
5. PROVIDE WOOD WEDGES UNDER PLATE EDGES AT UNEVEN SURFACES TO MINIMIZE MOVEMENT.

STEEL PLATE DETAIL

N.T.S.

- CONSTRUCTION NOTES:
- 1) ALL VALVES 2 INCHES OR LESS SHALL BE BALL VALVES
 - 2) ALL VALVES GREATER THAN 2 INCHES SHALL BE OS&Y GATE VALVES OR BALL VALVES
 - 3) DEDUCTION METERS ON BOTH COMMERCIAL AND DOMESTIC WATER SERVICES ARE PROHIBITED

TYPICAL PLUG

NOTES:

1. PROVIDE RESTRAINTS FOR MECHANICAL JOINTS (MEGALUGS OR FRICTION CLAMPS).
2. 6 MIL POLYETHYLENE SHALL BE PLACED BETWEEN THE THRUST BLOCK AND PIPE AT ALL MECHANICAL JOINTS PRIOR TO POURING CONCRETE.



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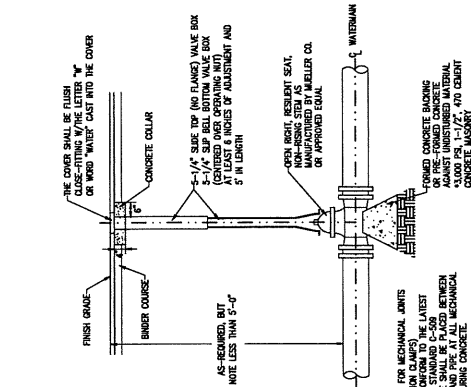
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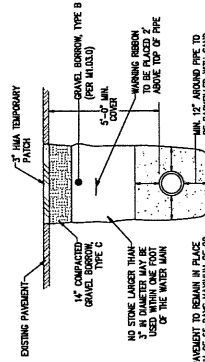
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Sheet Title: **WATER
DETAILS**

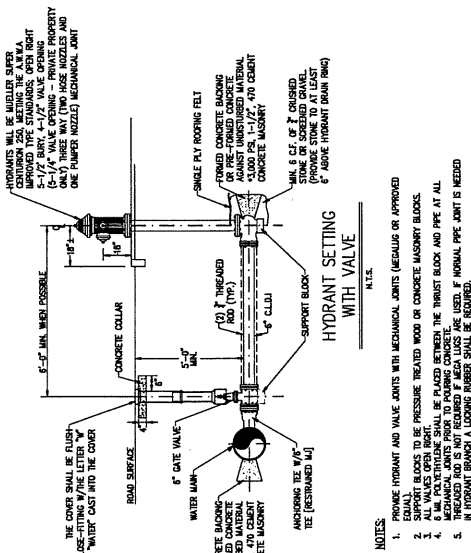
Contract No.	N/A	2 of 2
Date	6/30/2022	
Scale	N.T.S.	



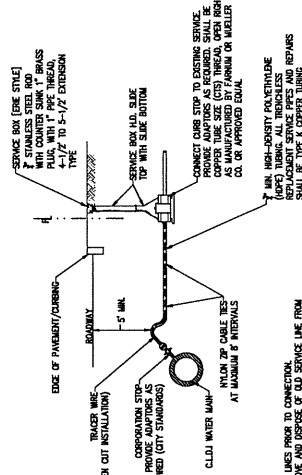
TYPICAL GATE VALVE



TYPICAL
WATER TRENCH



HYDRANT SETTING WITH VALVE



**OPEN CUT
SERVICE CONNECTION**

- NOTES:**
1. PROVIDE HYDRANT AND VALVE JOINTS WITH MECHANICAL JOINTS (MEGALUG OR APPROVED A.I.T.S.)
 2. SUPPORT BLOCKS TO BE PRESSURE TREATED WOOD OR CONCRETE MASONRY BLOCKS.
 3. ALL VALVES OPEN RIGHT.
 4. 6 MM POLYETHYLENE SHALL BE PLACED BETWEEN THE THRUST BLOCK AND PIPE AT ALL MECHANICAL JOINTS PRIOR TO POURING CONCRETE.
 5. IF HORIZONTAL BRANCH A LOCKING BARBER SHALL BE REQUIRED.

- [illegible]

• TESTING REQUIREMENT NOTES CONTINUE ON SHEET 2



**TYPICAL CHIMNEY DETAIL
FOR SEWER CONNECTION**

[illegible]

Drawn By: ENG Designated By: ENG Checked By: ENG Approved By: ENG

Project Title:

Sheet Title:

Contract No.	N/A	<div> <div>3 of 3</div> <div>Sheet No.</div> </div>
Order	6/30/2022	
Order	N.T.S.	

SEWER NOTES

SEWER FORCE MAINS

NO FORCEMAIN SHALL PUMP DIRECTLY INTO THE CITY SYSTEM. ALL FORCE MAINS SHALL DISCHARGE INTO A PRECAST SEWER MANHOLE TO BE LOCATED ON THE OWNER'S SIDE OF THE PROPERTY LINE. THE EFFLUENT SHALL THEN FLOW BY GRAVITY INTO A CITY SEWER MANHOLE.

[illegible]

PUMPS AND VALVES

PUMP CHAMBER SHALL BE SIZED TO STORE 24 HOURS WORTH OF EFFLUENT (MINIMUM 1,000 GALLON CAPACITY) AND BE MADE OF PRECAST CONCRETE (OR APPROVED EQUAL) CAPABLE OF WITHSTANDING LOADS. PUMPS SHALL BE SIZED TO ACCOMMODATE FLOWS. DUPLEX PUMPS ARE RECOMMENDED. AN IN-USE UNION SHALL BE PLACED IN THE DISCHARGE PIPE NEAR THE PUMP. A BACKFLOW PREVENTER SHALL BE INSTALLED ON THE DISCHARGE SIDE OF THE PUMP. A 6" DIAMETER AIR RELEASE VALVE SHALL BE INSTALLED ON THE DISCHARGE PIPE TO PREVENT EFFLUENT FROM BACKING UP INTO CHAMBER. ALL PUMPS SHALL HAVE AN ANTI-SIPHON PRIME.

A GATE VALVE WITHOUT DRAIN SHALL BE INSTALLED ON THE DISCHARGE PIPE (AFTER THE BACKFLOW PREVENTER) TO ALLOW FOR THE REMOVAL OF MATERIAL FROM THE LINE. THE BACKFLOW PREVENTER SHALL BE INSTALLED WITHIN THE PUMP CHAMBER AND THE SHUT OFF OUTSIDE THE CHAMBER WITH A RISER BOX AND STEM.

WELSHES NEW IN

ALARM SYSTEMS INDICATING PUMP FAILURE SHALL BE INSTALLED ON ALL PUMPS. RESIDENTIAL SYSTEMS SHALL REQUIRE AUDIBLE WARNING ON ALARM SYSTEMS AFFIXED TO THE HOUSE. COMMERCIAL SYSTEMS SHALL REQUIRE AUDIBLE AND VISUAL WARNINGS ON ALARM SYSTEMS AFFIXED TO THE BUILDING AT A LOCATION MONITORED 24 HOURS A DAY

GENERAL PURPOSE TESTING

FORCE MAINS SHALL BE TESTED BY FILLING WITH WATER AND PRESSURIZING. RESIDENTIAL FORCE MAINS SHALL BE PRESSURIZED TO 100 PSI FOR ONE HOUR. COMMERCIAL FORCE MAINS SHALL BE PRESSURIZED TO 200 PSI FOR ONE HOUR. THE PRESSURE TEST SHALL BE PERFORMED BY AN INDEPENDENT TESTING COMPANY.

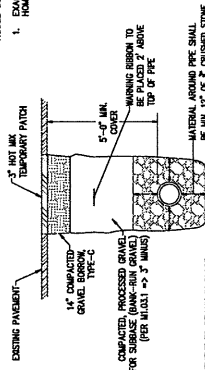
PIPELINE (GRAVITY AND FORCE MAIN) NOTES

- [illegible]

WANHOLE NOTES

- HOUSE CONNECTION NOTES
1. MANHOLE FRAMES AND COVERS IN OFF STREET AREAS (I.E. WETLANDS, EASEMENTS, HOT LAWNS) SHALL EXTEND 2 FEET ABOVE FINISHED GRADE UNLESS OTHERWISE DIRECTED BY ENGINEER.
- EXACT LOCATIONS OF HOUSE CONNECTION WILL BE DETERMINED IN THE FIELD BY THE CONTRACTOR WITH COORDINATION WITH HOME OWNERS AND THE CITY OF WARLBOROUGH.

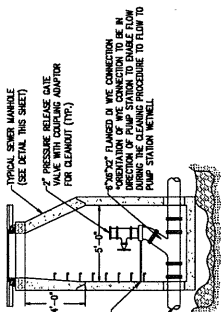
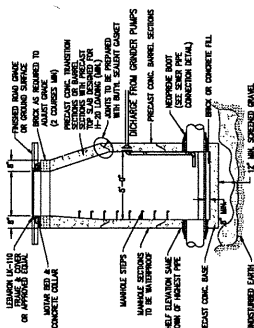
HOUSE CONNECTION NOTES



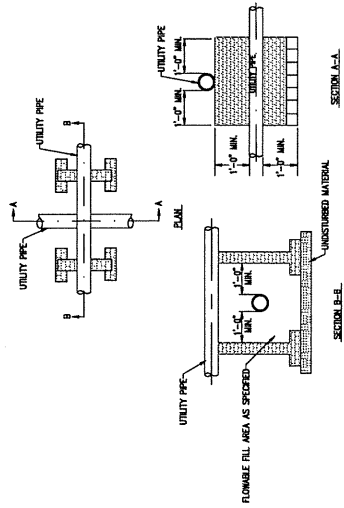
NOTE:

1. TEMPORARY PAVEMENT TO REMAIN IN PLACE FOR A MINIMUM OF 65 DAYS MAXIMUM OF 90 DAYS, TO BE COMPLETELY REMOVED DURING FINAL PAVING.
2. COMPACTION EQUIPMENT AND LIFT THICKNESS SHALL MEET OR EXCEED THE MINIMUM REQUIREMENTS TO OBTAIN THE COMPACTION STANDARDS DESCRIBED IN THE CONSTRUCTION NOTES, UNLESS OTHERWISE APPROVED BY THE CITY ENGINEER. IN PROXIMITY TO STRUCTURES, A JUMPING JACK COMPACTOR SHALL BE REQUIRED.

TYPICAL
SEWER TRENCH

SEWER FORCEMAIN
CLEANOUT MANHOLE

SECTION A-A



NOTES:
1. RED CLAY BRICK OR SOLID CONCRETE BLOCK SHALL BE USED FOR CONSTRUCTION OF "BRIDGE".

UTILITY CROSSING BRIDGE



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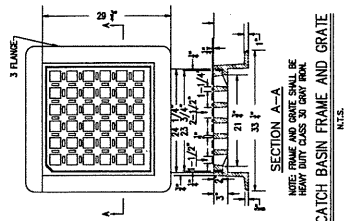
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Approved By: _____

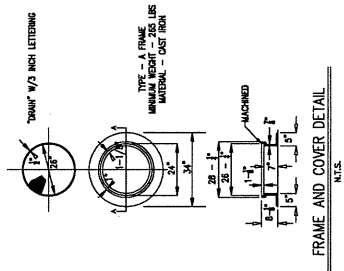
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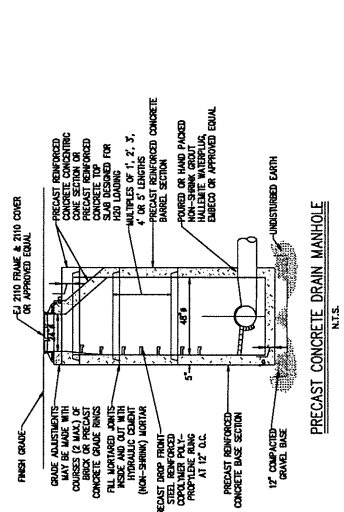
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Date	4/29/15	
Section	N.T.S.	



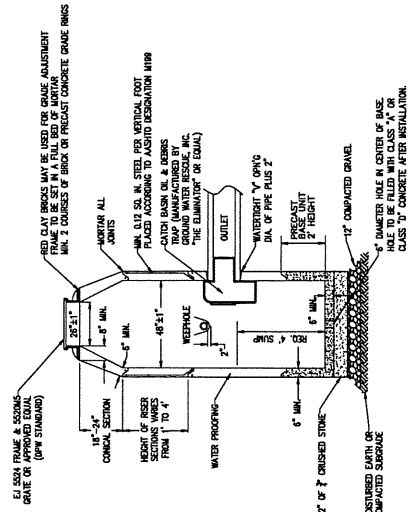
CATCH BASIN FRAME AND GRATE



FRAME AND COVER DETAIL



PRECAST CONCRETE DRAIN MANHOLE



PRECAST CONCRETE CATCH BASIN DETAIL

NOTE: ALL CONCRETE STRUCTURES SHALL BE CAPABLE OF WITHSTANDING H2O LOADING