

## Bristol Town Administrator

---

**From:** Lochhead, Joshua <Joshua.Lochhead@vermont.gov>  
**Sent:** Wednesday, May 5, 2021 11:04 AM  
**To:** Jill Marsano; Jill Marsano; Bristol Town Administrator  
**Subject:** 2021 Spring Leak Detection Surveys  
**Attachments:** Vermont Leak Detection Survey Prep (2021).pdf

Hello,

Thank you for applying to the 2021 Spring Leak Detection Surveys. The Division had a record amount of applications for this round of Leak Detection. We will be offering another round of surveys in the fall. Look for the solicitation towards the end of the summer.

Bristol has been awarded 2 Days of service. The contractor will contact you in order to schedule the survey. Attached is a presurvey check-list. Please let me know if there are any questions.

Thanks,  
Joshua



---

**Joshua Lochhead** | Capacity Development Specialist (he/him)  
Vermont Department of Environmental Conservation  
Drinking Water & Groundwater Protection Division  
Public Drinking Water Program  
National Life Building, 1 National Life Drive, Davis 4 | Montpelier, VT 05620  
802-622-4831 cell  
<https://dec.vermont.gov/water>

Please note: Due to the coronavirus (COVID-19) we are taking additional safety measures to protect our employees and customers and are now working remotely while focusing on keeping our normal business processes fully functional. Please communicate with our staff electronically or via phone to the greatest extent possible since our processing of postal mail may be slowed during this period. You may now submit permit applications, compliance reports and fee payments through our new online form to expedite its receipt and review: [https://anonline.vermont.gov/?formtag=DWGWPD\\_Intake](https://anonline.vermont.gov/?formtag=DWGWPD_Intake)

Division staff contact information can be found online here: <https://dec.vermont.gov/water/contacts>

Thank you for your patience during this challenging time. We wish you and your family the best.

*Note: Written communications to and from state officials regarding state business are considered public records and, therefore, may be subject to public scrutiny.*

**As preparation for the Leak Detection Survey, please do the following:**

- 1) Provide the contractor an address for where to meet for the pre-survey meeting/first day of the survey.
- 2) Provide electronic maps, if available, prior to the survey. If you do not have electronic maps available, please provide any available mapping to the contractor during the pre-survey meeting.
- 3) The pre-survey meeting will happen the morning of the 1<sup>st</sup> day of your scheduled survey, prior to other survey activities.
- 4) Mark valves and other access points with paint or another source within the survey area. However, please do not paint your fire hydrants between now and your scheduled survey. The paint typically used on hydrants takes a long time to dry and even when it feels dry, it can still affect equipment.
- 5) The person assisting the contractor during the survey, should have a good knowledge of the system, be familiar with how to properly operate the valves and curb-stops and be equipped with valve keys to do so.
- 6) Provisions should be made for cleaning out valve boxes, as required. (The valve nut should be freed of silt and mud, to provide a magnetic contact for sensors.)
- 7) Confirm whether residential meters are located in basements or outside property for ease of access (if meters are in the basement, do the service lines have access points outside of the property?)
- 8) Ensure that no flushing operations are in progress during the survey.
- 9) Try to minimize road work during the survey (in or near the area of the survey.)
- 10) Ensure that blow-offs are shut.
- 11) If available, provide the latest water audit information regarding percentage of water loss and cost per 1,000-gallons of water.

The Division understands that you may not be able to do everything prior to the leak detection survey, however, please do the best you can. Feel free to contact the Division if you have questions or concerns.