

# CITY OF SOMERVILLE

MAYOR'S ADMINISTRATIVE ORDER NO. 2016-\_\_\_\_

## **ESTABLISHING A WATER AND SEWER DEPARTMENT**

In Board of Aldermen \_\_\_\_\_

Water and Sewer Department.

Established.

There shall be a water and sewer department under the supervision of a director of water and sewer.

General Authorities and Responsibilities.

The water and sewer department is responsible for the effective operation and the coordination of operations within the water and sewer divisions. The department oversees and conducts day-to-day oversight and maintenance of the City's water distribution system and wastewater collection system. The department's objectives include providing safe, clean water to the community; assuring adequate fire flows are available in the event of an emergency, maintaining and repairing the wastewater and stormwater collection system in an effort to protect public health and safety and meet long term water quality standards for our wetlands and waterways; assuring compliance with local, state and federal guidelines; calculating and setting retail water and sewer rates subject to Mayoral approval; the department installs, maintains, repairs and replaces water meters and meter transmission units; issue bills for water and sewer services; installs, repairs and maintains the sewer and storm water system; oversees a cross connection control program to ensure the safety of the drinking water system; investigates diversion or theft of water sources; assists homeowners with elimination of sewage back up; provides service assistance to water and sewer customers; and provides other related services as assigned.

Approved:

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President  
Board of Aldermen