

**VILLAGE OF  
JOHNSON WATER & LIGHT DEPARTMENT**

Water and Light Commissioner, George Pearlman  
Manager, Duncan Hastings  
Superintendent of Public Works, Steve Towne  
P.O. Box 603  
Johnson, Vt. 05656 phone 802-635-2611  
Fax 802-635-2393  
dhastings@townofjohnson.com

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Dear prospective Customer,

Thank you for your interest in electric, water or sewer service from the Village of Johnson and welcome!

The Village of Johnson owns and operates a small municipal electric utility, water system, sewer system, fire department and general department. The Village is governed by an elected five member Village Board of Trustees, who are responsible for the general operation of the village, including ordinances, policies, rates and practices of the village departments.

New connections or changes in use of existing connections to the water and sewer systems are subject to the Village of Johnson Ordinance Regulating the Use of Public and Private Sanitary Sewerage Systems and the Water System Rules and Regulations, and require permits. The electric utility is fully regulated by the Vermont Public Service Board, including rates and tariffs, and we are subject to the oversight authority of the Vermont Department of Public Service.

Day to day operations of the village departments are delegated to management staff consisting of Duncan Hastings, Manager/Administrator, Steve Towne, Public Works Superintendent, Tom Elwood, Water & Sewer Chief Operator, Rosemary Audibert, Clerk/Treasurer, plus additional office and outside staff. Our total number of employees is 6 outside staff and 6 office staff (which are shared employees of town and village).

Our electric service area is set by the PSB and limited to the village and parts of the town of Johnson with approximately 950 customers and 28 miles of power lines. We pride ourselves on quality service with few outages and reasonable rates.

The Fire Department is an all volunteer department and also provides water rescue services. The department is recognized as a well equipped, well trained and well staffed department, providing fire services on a contract basis for the towns of Johnson, Waterville and Belvidere.

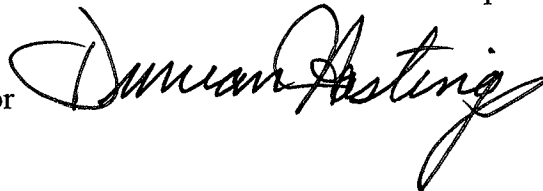
The Village has made large capital investments in it's water, waste water, and electric systems. We have an award winning high tech waste water treatment facility and a new state of the art water distribution system. Major improvements to the electric system have been undertaken including a new and innovative substation providing redundancy and great reliability. Electric system improvements are ongoing.

The village has also been very proactive in seeking and securing funds through it's Community and Economic Development Coordinator, Lea Kilvadyova, and has numerous projects in the works, such as the Main St Improvement Project which will enhance economic opportunities and quality of life for Johnson residents.

The Board of Trustees and our dedicated employees of the Village of Johnson have a goal of providing you great service at a reasonable cost and we are here to assist you with your needs. If you have any questions regarding your service needs or need assistance with an application or permit process please contact the office at 635-2611. We are proud of our community; welcome!

Sincerely,

Duncan Hastings, Manager/Administrator



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**APPLICATION FOR LINE EXTENSION**

I or we, \_\_\_\_\_ hereby apply for a line extension with the Village of Johnson Water & Light Department (VOJ W&L). (The Village of Johnson Water & Light Department reserves the right to approve or disapprove any proposed line location based on their Tariff and Vermont Electric Utilities Standards)

**General Information about Line Extensions.**

The Village of Johnson Water & Light Department has a Public Service Board approved Tariff, which governs requests for Line Extensions and all such requests are reviewed, approved and constructed in accordance with said Tariff, which is attached as an appendix to the application.

Upon receipt of this application for a line extension, accompanied by a \$250 application fee, VOJ W&L will complete a preliminary engineering design and provide you with a written cost estimate for the proposed line extension. The application fee shall be credited against the cost of the line extension, if constructed. VOJ W&L will retain the fee if you elect not to have the line constructed. VOJ W&L may require an additional engineering fee for requested redesigns of the line extension. By filing this application, you agree to pay VOJ W&L the final actual line extension costs according to our Line Extension Tariff now in effect upon completion of the job. The amount of the estimated payment shall be paid prior to any construction of the line or service extension.

Contribution-in-Aid-of-Construction: VOJ W&L charges to customers for all line and service extensions will be based on the actual costs incurred for material, labor, overhead, clearing, acquisitions of rights of way, blasting, permits, leases, legal fees, required federal, state and/or municipal studies and any other costs actually incurred in the construction of the electric service extension. Each new single family residence or individual dwelling unit will receive a credit equal to the cost of the service drop as defined in our Tariff, towards the overall cost. If the cost of a line extension is less than the cost of the service drop credit(s) as defined above, the amount of the service drop credit shall be the same as the cost of the extension.

A Service Extension is defined as: The electric facilities required to connect from the existing power line to the customer's premises at the time of request for service. The service extension shall include all poles, primary wiring, secondary wiring, transformer(s), meter(s), right-of-way acquisition and clearing, trenching and backfilling, installation, and any other one-time cost items associated with service only to that new customer. A Service Extension shall include the reestablishment of a previously abandoned Service Extension.

A Service Drop is defined as: A 100-foot overhead power line from the Utility's secondary facilities to the Delivery Point (as further defined) The service drop is defined as a minimum overhead secondary electrical connection (100 amp single phase) and shall not include poles, primary wiring, right-of-way acquisition and clearing, trenching and backfilling, installation, and any other cost item required to serve a new or relocated customer.

A loop feed system shall be installed when such a system is necessary in the judgment of VOJ W&L, who will take into account load, reliability and other relevant factors. VOJ W&L will credit the customer 50% of the conduit installation. VOJ W&L may require a customer to provide a spare conduit in situations where it determines a loop feed system may be required in the future. VOJ W&L will either supply the conduit or reimburse the customer for the cost of the second conduit and may recover 50% of its cost for the conduit installation from future customers that attach to the loop fed system.

Any and all work performed by VOJ W&L as well as any work performed by private contractor on behalf of the customer for the purpose of providing electric service shall comply with the current version of the Vermont Electric Utilities Standards (available at [www.townofjohnson.com](http://www.townofjohnson.com)), as well as any VOJ W&L Tariffs and Rules and Regulations in effect.

Cost Recovery Period for Contribution-in-Aid-of-Construction. Whenever more than one customer is connected to a line extension, such contribution in aid of construction, however paid, shall be computed to yield VOJ W&L not more than the total cost of extending or expanding service to the new customer(s) less the service drop credit. Amounts to be collected from new customers connecting to a customer financed line and reimbursed to the customers having financed the line extension shall be computed according to the formula found in the VOJ W&L Line Extension Tariff. Customer connections to a line extension where there is a "grantor/grantee" relationship are not subject to reimbursement as per PSB Rule 5.611.

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Please provide the following information:

1. Location of Property

- a. Name of Road: \_\_\_\_\_  
b. 911 address: \_\_\_\_\_

2. Nearest Pole Number: (located on pole taglet) \_\_\_\_\_

3. Type of Service: (Check One)

- |                                  |                   |
|----------------------------------|-------------------|
| a. Residential Single Family [ ] | c. Industrial [ ] |
| b. Commercial [ ]                | d. Farm [ ]       |
| e. Residential Multi family [ ]  | f. Other [ ]      |

4. Size of Service

- a. 100 Amp \_\_\_\_\_  
b. 200 Amp \_\_\_\_\_  
c. Other \_\_\_\_\_ Amps

Voltage (Check One)

- |   |                          |
|---|--------------------------|
| a. 120/240V - 3 wire [ ] (Standard Residential) | b. 120/208Y - 4 wire [ ] |
| c. 120/240V - 4 wire [ ]                        | d. 277/480Y - 4 wire [ ] |

5. Location of Service and Meter: (Check One)

- a. Aerial (overhead) service with meter on house [ ]  
b. Underground service with meter on pedestal [ ]  
c. Underground service with meter on house [ ]

d. To be determined at Field Survey [ ]

Note: Aerial service – maximum distance 100’ from pole to house, services over 100’ may require additional poles. Total maximum distance 200’ from service transformer to the house / business.

6. Date Service is Needed: \_\_\_\_\_

7. Do you intend to install a backup / auxiliary generator?

YES [ ] Size: \_\_\_\_\_ NO [ ]

**If you answered yes, VOJ W&L requires a double throw switch that positively isolates the generator from the VOJ W&L electric system.**

8. Will you be applying for telephone or cable service?

Phone YES [ ] Cable YES [ ]

If so, have you made contact with the providers?

Phone YES [ ] Cable YES [ ]

9. Applicant must provide a completed “Load Sheet” for each building or separate service to be connected to the line extension with this application, which is attached as an appendix. A complete set of plans showing building layout(s) on lot, lot layouts for subdivisions required. Applications without complete load sheet data and any other required information will be considered incomplete and will not trigger our review process.

Applicant Current Address (Print) \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Applicant Current Telephone # (H) \_\_\_\_\_  
(W) \_\_\_\_\_

**IF BILLING ADDRESS IS DIFFERENT THAN SERVICE ADDRESS, PLEASE GIVE ADDRESS** Street or P.O. Box \_\_\_\_\_  
Town & State \_\_\_\_\_ Zip \_\_\_\_\_

APPLICANT(S) SIGNATURE: \_\_\_\_\_  
\_\_\_\_\_

DATE: \_\_\_\_\_

JOINT APPLICANT SIGNATURE: \_\_\_\_\_

DATE: \_\_\_\_\_

FOR OFFICE USE ONLY:

Received By: \_\_\_\_\_

Date: \_\_\_/\_\_\_/\_\_\_

Application deemed complete: yes \_\_\_\_\_ no \_\_\_\_\_

Date: \_\_\_/\_\_\_/\_\_\_ Work Order #: \_\_\_\_\_

## CUSTOMER LOAD DATA

CUSTOMER'S NAME	ADDRESS	TELEPHONE NO.
CONTRACTOR'S NAME	ADDRESS	TELEPHONE NO.
ELECTRICIAN'S NAME	ADDRESS	TELEPHONE NO.
LOCATION	SERVICE ADDRESS	
<input type="checkbox"/> PROSPECTIVE NEW CUSTOMER		<input type="checkbox"/> PROSPECTIVE INCREASE LOAD

### BUILDING INFORMATION

Building Use: \_\_\_\_\_ Expected Hours of Operation \_\_\_\_\_ Square Footage \_\_\_\_\_ Shifts \_\_\_\_\_  
**SERVICE INFORMATION**  
 Existing Service Amps \_\_\_\_\_ Volts \_\_\_\_\_ Phase \_\_\_\_\_ WireSize \_\_\_\_\_ Wire#Runs \_\_\_\_\_ 3-Wire  4-Wire  CU  AL   
 Service Desired Amps \_\_\_\_\_ Volts \_\_\_\_\_ Phase \_\_\_\_\_ WireSize \_\_\_\_\_ Wire#Runs \_\_\_\_\_ 3-Wire  4-Wire  CU  AL   
 Date Service Desired \_\_\_\_\_ Number of Existing Meters \_\_\_\_\_ Number of New Meters \_\_\_\_\_  
 Size of Main Panel \_\_\_\_\_ Amps \_\_\_\_\_ Rate Classification \_\_\_\_\_  
 Metering Requirements \_\_\_\_\_ Load Management?  Yes  No  
 Request Fault Current ?  No  Yes (Submit request form)

### CONNECTED LOADS

		Existing	New/Increase			Existing	New/Increase
Air Conditioning	HP/TONS	_____	_____	Motor Load	HP	_____	_____
Cooking Equipment	KW	_____	_____	Refrigeration	KW	_____	_____
Heating Load	KW	_____	_____	Storage Heat	KW	_____	_____
Lighting Load	KW	_____	_____	Water Heating	KW	_____	_____
Receptacles	KW	_____	_____	Special Equip. (Welder, X-Ray, Etc.)	KW	_____	_____
Miscellaneous	KW	_____	_____				
Total Connected				Estimated Demand			KW

Emergency Generator  No  Yes Size \_\_\_\_\_ Switch Type \_\_\_\_\_

List all individual motors over 5 HP (Circle those included above) \_\_\_\_\_

(Single phase motors over 5 HP and three phase motors over 10 HP required reduced voltage starting) (Use back of sheet if necessary)

Miscellaneous Motors \_\_\_\_\_

This data will be used for transformer sizing and connected load billing information for this account. If load changes significantly, contact the District Office.

Completed by \_\_\_\_\_ Title \_\_\_\_\_ Date \_\_\_\_\_

Accepted by \_\_\_\_\_ Title \_\_\_\_\_ Date \_\_\_\_\_

(Utility Representative)

### For Utility Use Only

District \_\_\_\_\_ Town \_\_\_\_\_

Circuit \_\_\_\_\_ Line Name \_\_\_\_\_ Pole/Pad Number \_\_\_\_\_

Present Demand \_\_\_\_\_ Expected Increase \_\_\_\_\_ Expected Total Demand \_\_\_\_\_

Estimated Annual Revenues \_\_\_\_\_

From: \_\_\_\_\_ Dept. \_\_\_\_\_ Date \_\_\_\_\_

TO:  ENGINEERING  METERING  DISTRICT SUPERINTENDENT  ENERGY SERVICES

ENERGY PLANNING  CUSTOMER SERVICES  DISTRICT MANAGER

OTHER

## VERMONT UTILITIES ELECTRIC SERVICE REQUIREMENTS

