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**Via Electronic Delivery**

May 10, 2017

Hon. Kathleen H. Burgess  
Secretary  
State of New York Department  
of Public Service  
Three Empire State Plaza  
Albany, NY 12223-1350

RE: CASE 15-G-0244 – Proceeding on Motion of the Commission to Develop  
Implementation Protocols for Complying with Inspection Requirements Pertaining to Gas  
Service Lines Inside Buildings.

Dear Secretary Burgess:

Pursuant to the *Order Establishing Statewide Inspection Schedules and Procedural Requirements* issued in this proceeding on April 20, 2017 (“Order”), and the *Notice Extending Effective Date of Tariff Applicable to All Local Distribution Companies* issued on May 5, 2017, the Village of Hamilton Municipal Utilities Commission (“Hamilton”) hereby submits proposed tariff amendments as required by the Order. Specifically, the tariff revisions, which will become effective on June 12, 2017, will authorize the addition of a \$100 charge on customer bills due when a customer fails to provide access for the purpose of performing required leakage surveys and atmospheric corrosion inspections in accordance with Public Service Law §65(9). In addition, the tariff revisions provide for termination of gas service due to a customer’s failure to provide access to allow for leakage surveys and corrosion inspections after Hamilton has charged the customer the \$100 and the customer has failed to pay such charge, or has paid the charge but continues to refuse access to perform the required inspections. The proposed changes are indicated in redline and attached hereto.

## Attachments

PSC No. 1 - Gas  
Hamilton Municipal Utilities Commission  
Initial Effective Date: ~~May 15~~ June 12, 2017  
Filed in compliance with Commission Order issued April 204, 20174 in C. 153-G-022584.

LEAF 27  
Revision: 24  
Superseding Revision: 10

VIII. INSPECTION, MAINTENANCE AND REPLACEMENT OF FACILITIES: (Cont'd.)

- C. If an act or omission of any customer who had installed facilities necessitates the replacement or reconstruction of such facilities, the customer shall pay to the Utilities Commission the cost of replacement or reconstruction.

D. Right to Inspect:

i. A duly authorized officer or agent of the Utilities Commission may enter, at all reasonable times, any building or other location supplied with service by the Utilities Commission for the inspection and examination of meters, pipe, fittings, and works for supplying or regulating the supply of gas and of ascertaining the quantity of gas supplied, provided such agent exhibits a photo-identification badge and written authority as provided in Section 65(9) of the Public Service Law.

ii. Penalty:

a. A customer who, at any time, directly or indirectly prevents or hinders a duly authorized officer or agent of the Utilities Commission from entering the building or location, or from making an inspection or examination, at any reasonable time, may be billed a \$100 penalty charge for each such offense as provided in Section 65 (9) (b) of the Public Service Law.

b. The Utilities Commission may terminate gas service to a customer who fails to pay the Section VIII(D)(ii)(a) \$100 penalty.

c. The Utilities Commission may terminate gas service to a customer who pays the Section VIII(D)(ii)(a) \$100 penalty but nonetheless refuses access to perform inspections after (a) 15 days' notice to the customer, using Form F, and (b) with notice to the Department of Public Service.

PSC No. 1 - Gas  
Hamilton Municipal Utilities Commission  
Initial Effective Date: ~~September 1, 2014~~ June 12, 2017  
Filed in compliance with Commission Order issued April 20~~4~~, 201~~7~~4 in C. 1~~53~~-G-02~~25~~84.

LEAF 93  
Revision: ~~10~~  
Superseding Revision: ~~0~~

Form F: Sample Final Termination Notice

**FINAL TERMINATION NOTICE \_\_\_\_\_(DATE)**

Customer Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
Account# \_\_\_\_\_

Dear (customer name):

By letter dated MM/DD/YY, the Utilities Commission notified you that your failure to [remit the past due amount of \$XX.XX/grant access to the Utilities Commission to inspect facilities] by MM/DD/YY would result in the Utilities Commission terminating your service. Our records indicate that we have not [received your payment/been granted access to inspect facilities]. Please [remit \$XX.XX/grant access to inspect facilities] or your service will be terminated after MM/DD/YY.

If you disagree with [the amount owed/that the Utilities Commission has been denied access], you may call or write the utility at (Address and phone number), or you may contact the Public Service Commission at 1-800-342-3377.

THIS IS A FINAL TERMINATION NOTICE. PLEASE BRING THIS NOTICE TO THE ATTENTION OF THE UTILITY WHEN [PAYING THIS BILL/GRANTING ACCESS TO INSPECT FACILITIES].

PLEASE [REMIT \$XX.XX/GRANT ACCESS TO INSPECT FACILITIES] BY MM/DD/YY TO AVOID TERMINATION OF YOUR SERVICE.

If you are unable to make payment because your financial circumstances have changed significantly due to events beyond your control, please contact us at (XXX) XXX-XXXX. If you or anyone in your household meets any of the following conditions please contact us: medical emergency; elderly, blind or disabled.

Sincerely,

Hamilton Municipal Utilities Commission  
Credit and Collections