

DEDUCT METER POLICY AND CREDIT PROGRAM

Appendix K
Accepted 2/28/23

The purpose of this policy is to provide property owners connected to the Sewer System a means of deducting water usage from their sewer fees for water that does not enter the sewer system by means of installation and maintenance of an “Irrigation or Deduct Meter”. The use of this policy is not restricted to irrigation but in all cases is subject to the pre-approval of the Sewer Commission per the requirements of this policy.

There is an annual fee of \$50 for each irrigation meter to help defray the costs of administering this program.

In order for a property owner to install a deduct meter on their property, they must have a licensed plumber pull a plumbing permit. Owners can contract with a licensed plumber to obtain a plumbing permit through the Building Department and must install the approved NEPTUNE equipment, as found on the Sewer Commission web page at lunenburgma.gov. and compatible with Lunenburg Water District reading device. Meters must read in cubic feet (cf). The Plumbing Inspector for the Town must inspect and approve the deduct meter installation.

When the Plumbing Inspector signs off on the installation, the property owner shall provide the signed Deduct Meter Application to the Sewer Commission along with a check for \$50 made out to the Town of Lunenburg. Once approved by the Sewer Commission, the location will be added to the list of deduct meters for the Water District to read at the same time the regular water meters are read. The completed application must be received by the Sewer Commission office 30 days prior to the start of the next bill period, or the readings will not take place until the following bill period. At the time of the quarterly sewer billing, the deduct meter reading is deducted from the water reading and the homeowner receives a reduced bill for the water not entering the sewer pipes. The minimum charge applies at all times and at no time does the deduct meter usage credit reduce the quarterly billing amount below the minimum charge.

At all times the property owner is responsible for purchase, installation, maintenance, proper operation, and accuracy of the approved meter. If the meter readings are questioned by the Sewer Commission and/or found to be in question, it is the property owners’ responsibility to have it serviced. Until the meter is confirmed to be in proper operating condition, there will be no credits given. If there is a problem with the meter and additional visits/readings are required, there will be a charge of \$25, which will be automatically assessed on the next quarterly sewer invoice.

All new installations or replacement meters must comply with all requirements set forth by the Sewer Commission or as specified in the Deduct Meter Policy.

The annual fee of \$50.00 will be assessed each year on the second quarterly sewer usage invoice of the new fiscal year. If the fee remains unpaid 30 days after it is

sent out, a letter will be sent to each program participant. After 60 days, if the fee remains unpaid, they will be removed from the program and pay for full water usage without adjustment. If the fee is received after 60 days, the Sewer Commission must approve retroactively crediting the account for missed deduct meter credit.

To withdraw from the program, written notification must be provided 60 days prior to the next quarterly billing date.