



## Town of Auburn Sewer Deduct Meter Policy

### Purpose:

This policy, as a courtesy to the sewer customer, is established to allow sewer users who use an excessive amount of outside water, such as for an irrigation system, to install a second meter which would record the outside water use.

### General:

The second meter, known as a deduct meter, measures the flow of water that does not enter the sanitary sewer system and is used to calculate a reduction in sewer use charges.

A sewer deduct meter is purchased by and owned by the customer and the customer is entirely responsible for its maintenance and for assuring that it is recording accurately. All meters must register in **cubic feet**. The Sewer Division is in no way liable for meters that fail to record usage nor will any credit be issued for usage not recorded.

Repair and maintenance of the deduct meter is the sole responsibility of the property owner. It is not the responsibility of the Town of Auburn Sewer Division to maintain, repair or replace deduct meters.

It is strongly suggested that the property owner periodically check the meter to see if it in fact is registering. This can be done by simply checking the reading on the meter before and after a use. This is suggested in order to avoid receiving no credit on your sewer bill for this meter.

Once the meter has been purchased, the customer or plumber must fill out a "Record of Installation of Deduct Water Meter" form, which then must be submitted to the Sewer Division. The form can be obtained at the office of the Sewer Division or on the Town's website ([www.auburnguide.com](http://www.auburnguide.com)) in the Sewer Division section. The deduct meter is not recognized by the Sewer Division until all requirements are met.

A licensed plumber at the customer's expense must install the meter. Installation must be done according to the plumbing inspector's requirements. Obtaining appropriate plumbing permits and inspections is the responsibility of the customer or plumber.

Absolutely no sewer credit, refund or abatement will be issued for malfunctioning or faulty meters, incorrectly installed meters, meters not having the required inspections, or meters that have not been recognized and accepted by the Sewer Division. The customer is responsible for any usage not recorded on the deduct meter.

*Continued on reverse*

**Definition:** Sewer deduct meters shall be considered to be any meter that is installed after the building water meter for the purpose of measuring water that does not enter the sewer system. The measured flow through this meter would then be used to calculate a reduction in the sewer use fee. **All meters used for sewer use credits shall be installed and maintained at the owner's expense.**

**Register:** All meters must register in cubic feet.

**Installation:** The installation of the meter shall be done by a **duly licensed person** in accordance with all applicable local, state and federal regulations. A Plumbing Permit is required and can be obtained through the Division of Development and Inspectional Services. Their telephone number is (508)832-7719. The meter shall be positioned after the building water meter (in series); other installations will not be accepted.

**Maintenance:** **It is the owner's responsibility to assure that the deduct meter is operating properly** and to make necessary repairs at their expense. The owner is responsible for payment of any usage not recorded on the deduct meter.

**Submitting Meter Readings:** The deduct meter readings must be submitted annually to the Sewer Division depending on your water billing cycle. If the deduct meter has a working outside reader, it will be read each year by a Sewer Division employee. If the deduct meter does not have an outside reader, an inside meter reading will need to be submitted to the Sewer Division annually; the date of the reading will depend on your water billing cycle. Please contact the Sewer Division office at (508)832-7811 if you have questions regarding when the deduct meter reading needs to be submitted. Reminder letters will be sent each year in the Spring to all customers that do not have working outside readers. Failure to submit the reading within the allotted time will result in no deduction for outside water use.

Meter readings can be submitted by taking a picture of the meter reading and sending it by email to: [sewerbilling@town.auburn.ma.us](mailto:sewerbilling@town.auburn.ma.us) . The meter readings can also be mailed to the Sewer Division office at 5 Millbury Street, Auburn, MA 01501 or faxed to (508)832-2173.

If you have difficulties reading the meter or have any questions you may call the Sewer Division office at (508)832-7811 and someone will assist you.

The Sewer Division reserves the right to verify any reading/usage that is submitted.

**ABSOLUTELY NO CREDIT, REFUND OR ABATEMENT WILL BE GIVEN FOR A MALFUNCTIONING DEDUCT METER OR FOR A METER THAT HAS NOT BEEN ACCEPTED BY THE SEWER DIVISION – UNDER ANY CIRCUMSTANCES**

**Developed:** October 10, 2019

**Revision:** January 13, 2022