

To: Town of Millbury Sewer Users

From: Millbury Sewer Commission

RE: Meters for outside deductions/ Well usage

Thank you for your recent interest in installing a meter for either outside water usage or well usage. In order to receive a credit on your bill the following steps are necessary:

1. You are responsible for purchasing a meter- the Town of Millbury Sewer Department does not sell them. Please ensure that the meter reads in gallons not cubic feet.
2. You must contact a licensed plumber to install the meter.
3. After installation of a meter you must return an outside deduction/ well form with an initial read and proof of purchase (receipt from purchase of meter or copy of bill from a licensed plumber).

Please note that credit will not apply until completion of one billing cycle. For example, should you install a meter in November a credit will be applied to the next billing cycle currently January through June.

Additionally, it is necessary that you complete a form for each billing cycle. Please note that forms will be mailed to you currently twice per year, however it will be your responsibility to ensure that we receive a completed form. Should you miss a billing period, it will be necessary to submit a new form with an initial read and wait until the next billing cycle.

If you have any questions or would like to discuss this further please feel free to contact our office at the number listed above.

Sincerely,

Happy Erickson, Clerk
Millbury Sewer Department

HE/FP