

**TOWN OF WESTWOOD
DEPARTMENT OF PUBLIC WORKS
SEWER DEPARTMENT**

50 Carby Street, Westwood, MA 02090 (781) 326-8661 x.2589

APPLICATION FOR PERMIT TO INSTALL A SECOND METER

Filing Date: _____

Fee: \$30.00

Owner Phone Number: _____ Cell Number: _____

Owner: _____

Property Location: _____

Email Address: _____

Meter Serial Number: _____ Meter Reading: _____

Location of Inside Meter: _____

Signature of Property Owner: _____

*******NOT REGISTERED UNTIL PLUMBING IS INSPECTED
AND METER IS SEALED & TAGGED *******

- Any water used prior to this, you will NOT receive any credit on it

FOR OFFICIAL USE

Date Received: _____ By: _____

Date Inspected: _____ By: _____

Special Conditions (if any): _____

THIS PERMIT IS VALID FOR ONE YEAR FROM DATE OF FILING

Property Owner	Date	Email Address
Owner Signature	Property Address	Phone #

What is a second meter?

A second meter is a meter that registers the irrigation water that you use that does not enter into the sewer system.

Where can one obtain a second meter?

A resident can obtain a second meter from any plumbing store. For example Stiles located in Norwood is very familiar with our program. The second meter must read in 100 cubic feet and MUST be installed “downstream” of the Dedham-Westwood Water District’s meter.

What are the fee’s and permits that is associated with obtaining a second meter?

An application for the second meter program must be obtained from the Westwood Building Department with a fee of \$30.00. Also a \$40.00 plumbing permit must be obtained from the Building Department prior to proceeding with the installation. (Only a licensed plumber can pull the plumbing permit)

My second meter is installed now what do I do?

If your plumber has installed your second meter, **the property owner (will have to call the Sewer Department (781-251-2589) to schedule both a plumbing inspection (by the town plumbing inspector) and a seal and tag of the meter (by Sewer Department personnel).** These are 2 separate inspections that can be coordinated to be completed on the same day. Once these two inspections have been done the meter is considered to be active and the read on the meter at the time of the inspections will be the start read. If you use the meter before getting the inspection and sealing & tagging as described above you will not receive any credit on your sewer bill for that consumption.

Who owns the meter? What do I do if it breaks?

The water metering device shall be provided by the applicant and remain the property of the owner. If the device is broken it is up to the owner to have the meter fixed by a plumber and with the necessary plumbing permits from the building department. There is no credit given if the meter is not working correctly.

How does the second meter program work?

After the meter is installed and has been sealed, tagged, and inspected the device is considered to be active. **It is the property owner responsibility to read your meter twice a year, once in the month of July and again in October.** Your second meter consumption will be subtracted from your actual water consumption and the credit will be reflected on your September and December Sewer bill. The Sewer Department will make a good faith attempt to notify you when to provide the readings. However no action or inaction on the part of the Sewer Department relieves the property owner the responsibility of providing the second meter readings to the Sewer Department in a timely fashion. All credits are granted at the discretion of the Sewer Commission and/or their designee.

How do I read my meter and send in the readings?

When you look at your meter there is a dial with 5-6 digits on it. You will see a change of color usually going from black to white. Where you see the change of color represents a decimal point so you would round up or down. For example if your meter is reading 555.64 you would submit the reading as 556 if its reading 555.34 you would submit your reading as 555. Once you read your meter you can log into the Town of Westwood website at www.townhall.westwood.ma.us and double click on public works, sewer department, and submit second meter reading. You will than input the following information like your account number, date of reading, meter reading, address, email address etc. Once finished you will click submit and it will have a message thanking you for submitting your reading as a confirmation. If you are unable to go online you may fill out a hard form that is located at the Council on Aging on Nahatan Street or you can come to 50 Carby Street.

HOW TO INSTALL A SECOND METER?

HOMEOWNER/APPLICANT PROCEDURE

WHAT IS A SECOND METER?

- Second Meters allow separate water measurement for **OUTDOOR WATER USE ONLY.**
- The homeowner will submit Second Meter readings twice a year; **July & October for credit**
- Any water consumption through the Second Meter will be subtracted from your actual water usage. The credit will reflect on the September and December sewer bills.

WHO INSTALLS MY METER?

- Contact a Licensed Plumber for installation estimate/pricing.

@ BUILDING DEPARTMENT

- A Licensed Plumber must apply for **2 PERMITS:**
 - **Application Second Meter Program (FEE: \$30.00)**
 - **Plumbing Permit (FEE: \$40.00)**

@ SEWER DEPARTMENT

- A Licensed Plumber must **give a copy** of the following to the Sewer Department:
 - **Application for Second Meter Program**
 - **Plumbing Permit**
- Plumber will obtain the **Rules and Regulations of the Second Meter to give to the homeowner/applicant.**
- Homeowner/applicant must return a signed copy to the Sewer Department.

PURCHASING MY METER

- The homeowner/applicant will purchase a **Second Meter** at any plumbing store that the Licensed Plumber will install.
- **Meter Minimum size: 5/8" with 3/4" connections.**
- **Meter Must Read in 100 CUBIC FEET.**
- The Second Water Meter will **remain property of the homeowner/applicant.**
- Customers with automated outdoor **sprinkler system connected to the DWWD water supply must install and maintain a RAIN SHUT OFF DEVICE (SENSOR) for their system.**

AFTER INSTALLATION

- After installation, the homeowner/applicant must schedule with the **Sewer Department:**
 - **Plumbing Inspection**
 - **Seal and Tag of the Meter**
- Once the meter passes inspection and is sealed and tagged, the meter is registered and active in the system.



DEDHAM-WESTWOOD WATER DISTRICT

50 Elm Street, P. O. Box 9137 • Dedham, MA 02027-9137
(781) 329-7090

Dear Customer,

The following is the press release regarding a new regulation that may affect you.

PRESS RELEASE FOR IMMEDIATE RELEASE

Re: Free Rain Sensors

The Dedham-Westwood Water District is offering free Rain Sensors to customers who have automated irrigation systems. The District has amended its rules and regulations regarding watering during a rain event. Please read below:

Mandatory: Rain Sensors for Automated Outdoor Sprinkler Systems

All customers of the Dedham-Westwood Water District that have an automated outdoor sprinkler system connected to the DWWD water supply are required to install and maintain an operational automatic rain shut off device or devices (rain sensor) for their system(s). The following penalties will be levied for any customer with an automated outdoor sprinkler system found watering during a rain event:

- First Violation - Warning
- Second Violation - \$100.00 fine
- Third Violation - \$250.00 fine and discontinuance of water service. A \$250.00 reactivation fee will be charged before water service is restored. Included with this fee will be a verification of rain sensor operation at the customer's home.

Please drop by our offices at 50 Elm Street, Dedham, to receive your free rain sensor.

The Dedham-Westwood Water District has been a pioneer in water conservation programming in Massachusetts. This measure is one of many the District is invoking to entice customers to conserve water, a precious resource.