



Melrose Water Division, 562 Main St.  
Melrose, Massachusetts 02176  
Telephone - (781) 979-4175  
[waterbills@cityofmelrose.org](mailto:waterbills@cityofmelrose.org)

## SECOND WATER METER PROCEDURE

**PLUMBER MUST PRESENT THIS PROCEDURE TO PROPERTY OWNER BEFORE COMMENCING INSTALLATION**

It is the Building Owner's Responsibility to call the Water Division for Final Inspection to Establish 2<sup>nd</sup> Water Account

### **NO SEWER BILL ADJUSTMENT WILL BE MADE WITHOUT SIGN-OFF BY BOTH THE PLUMBING INSPECTOR & WATER DIVISION**

**The following procedure must be followed when installing a deduct second water meter for irrigation. You do not need to pass in your application prior to installation. Fill out the top portion and sign the bottom. Water division will take it back at final inspection.**

- 1) Obtain a plumbing permit for the meter installation and any associated re-piping. Plumbing permits can only be taken out by a plumber currently licensed by the Commonwealth of Massachusetts. Second meters will only be permitted when existing primary meter is properly plumbed, connected to a remote reader and the existing water account is paid up to date.
- 2) Obtain and complete the second water meter **AUTHORIZATION FORM**. A copy of this form is attached. Additional copies can be obtained from the Water Division Billing Office at 562 Main St or go to the City's webpage [www.cityofmelrose.org](http://www.cityofmelrose.org) under Forms & Documents.
- 3) Second meter installations must be made by the permitted licensed plumber and in accordance with Melrose Public Works Department – Water Division Standards. A sketch showing how meters are to be plumbed is attached. Copies of the sketch may also be obtained from the Water Billing Division. The Plumbing Inspector & Water Division must approve any alternative configuration prior to the installation.
- 4) Property Owner must purchase water meter at their expense. The meter can either be a **Neptune T-10 Integrated E-coder R900i (radio read) recorded in cubic feet or a Neptune Mach10 Ultrasonic Meter recorded in cubic feet (product sheets attached for both)**. The property owner is fully responsible for all costs associated with owning and operating the second water meter. Meters can be purchased at Ti-Sales located in Sudbury, MA at 800-225-4616.
- 5) Obtain **TWO INSPECTIONS** when the meter installation is complete. The Licensed Plumber must call the Plumbing Inspector 781-979-4136 for a plumbing inspection. After the Plumbing Inspector has signed off that the work is acceptable, the property owner must then call the Water Division 781-979-4175 to schedule a second meter inspection and account changeover.
- 6) The "water bill" you receive is comprised of a charge for water and a charge for sewer. By properly installing a second water meter you will still receive a charge for both water and sewer on your bill. However, the sewer charge will not apply (is discounted) to that portion of water measured through the second meter. One hundred percent (100%) of the water not measured by the second meter will be subject to full sewer charge. A 2<sup>nd</sup> meter base fee of \$19.66 will be added to your bill each quarter, \$6.55 if billed monthly.
- 7) In order to receive a discounted sewer charge the meter reader MUST be able to read the 2<sup>nd</sup> meter. No estimated reads will be granted on the 2<sup>nd</sup> meters. A \$25 meter read fee will be applied to any homeowner requesting to have their 2<sup>nd</sup> meter re-read or inspected due to high usage.



# CITY OF MELROSE

PUBLIC WORKS DEPARTMENT

Water and Sewer

Water Division  
City Hall, 562 Main Street  
Melrose, Massachusetts 02176  
Telephone - (781) 979-4175

## **SECOND WATER METER AUTHORIZATION & INSPECTION FORM**

Request Date \_\_\_\_\_

### **Completed by Applicant**

Customer Name: \_\_\_\_\_ Tel: \_\_\_\_\_

Water Account Location: \_\_\_\_\_

Water Account #: \_\_\_\_\_

Mailing address(If different) \_\_\_\_\_

Email address: \_\_\_\_\_

**INSPECTIONS-PLUMBING PERMIT #** \_\_\_\_\_

Interior/Exterior Isolation/Proper Backflow Device \_\_\_\_\_

Plumbing Inspector Signature

Date

Primary Meter Base # \_\_\_\_\_ Primary Meter MIU# \_\_\_\_\_

Size \_\_\_\_\_

Read \_\_\_\_\_

New Secondary Meter Base # \_\_\_\_\_

New Secondary Meter MIU # \_\_\_\_\_

Size \_\_\_\_\_

Read \_\_\_\_\_

Water Inspector Initials

**I READ AND UNDERSTAND THE 2<sup>ND</sup> METER PROCEDURE** \_\_\_\_\_

Owner's Signature

**NO SEWER BILL ADJUSTMENT IS MADE WITHOUT SIGN-OFF BY THE WATER DEPT.**



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## SECOND WATER METER INSTALLATION INSTRUCTIONS

*The following procedure must be followed when installation a second irrigation deduct meter:*

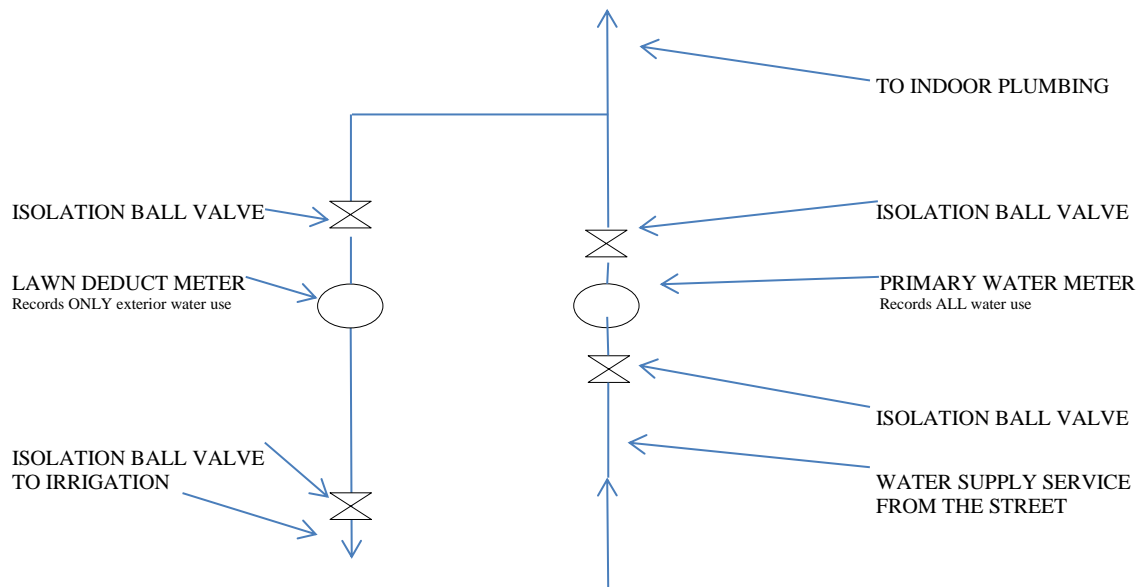
The Property owner is responsible for all costs and fees associated with the purchase and installation of a secondary water meter. All plumbing work and meter installations must be done by a **LICENSED PLUMBER**. A **PLUMBING PERMIT and AUTHORIZATION/INSPECTION FORM** must be obtained. Plumbing permits are issued in the Inspectional Services Office. Authorization/Inspection Forms are issued at the Melrose Water Division. Both offices are located on the bottom floor of Melrose City Hall at 562 Main St.

Plumbing must be configured to effectively isolate all exterior uses from the interior uses. All exterior water uses must have no connection to the sanitary sewer. Second water meters for lawn sprinklers shall be **INSTALLED AFTER (UPSTREAM) OF THE PRIMARY WATER METER**. Second meter must be installed so that it measures **ONLY** exterior water use.

Plumbing to exterior uses must be properly isolated by use of BOTH ball valves AND a proper **Back-flow Prevention Device**. Both the primary and secondary water meters must be equipped with an **Automatic Meter Reading(AMR)** device compatible with the City's computerized reading collection system. **ONLY NEPTUNE T-10 ECODER R900I or NEPTUNE MACH10 ULTRASONIC METERS ARE PERMITTED. METERS MUST REGISTER IN CUBIC FEET.**

**THE DEDUCT METER MUST BE INSTALLED AFTER THE PRIMARY METER**  
**NO TEEING OFF BEFORE THE PRIMARY ALLOWED**

**ALL METERS MUST BE INSTALLED HORIZONTALLY**



# Be Confident with Sustained Accuracy Over Time

Neptune® MACH 10® Ultrasonic Meter



*20 yr warranty*

The MACH 10® ultrasonic water meter features solid state metrology with no degradation of accuracy over time. Combined with a corrosion-resistant, lead free, high-copper alloy maincase, the MACH 10 is built to withstand demanding service conditions and deliver sustained accuracy over the life of the meter.

- Sizes 5/8", 3/4", and 1"
- Extended low-flow range for superior leak detection
- Accuracy sustained over meter life
- Can be installed in both horizontal and vertical applications
- Advanced ultrasonic technology
- Lead free, high-copper alloy maincase
- Certified to UL 327B (3/4", 1") for residential fire service applications
- No maintenance



**NEPTUNE**  
TECHNOLOGY GROUP  
#winyourday

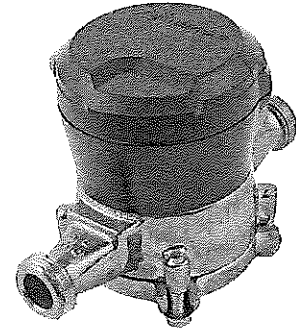


A PRODUCT SHEET OF NEPTUNE TECHNOLOGY GROUP

# T-10 Meter

SIZES 5/8", 3/4", AND 1"

10 yr warranty



Every T-10® water meter meets or exceeds the latest AWWA C700 Standard. Its nutating disc, positive displacement principle has been time-proven for accuracy and dependability since 1892, ensuring maximum utility revenue.

The T-10 water meter consists of three major assemblies: a register, a lead free, high-copper alloy maincase, and a nutating disc measuring chamber.

The T-10 meter is available with a variety of register types. For reading convenience, the register can be mounted in one of four positions on the meter.

The corrosion-resistant maincase will withstand harsh service conditions; internal water pressure, rough handling, and in-line piping stress.

The innovative floating chamber design of the nutating disc measuring element is unaffected by meter position of in-line piping stresses while the unique chamber seal extends the low-flow accuracy by sealing the chamber outlet port to the maincase outlet port. The nutating disc measuring element utilizes corrosion-resistant materials throughout and a thrust roller to minimize wear.

## KEY FEATURES

### REGISTER

- Magnetic-driven, low-torque registration ensures accuracy
- Impact-resistant register
- High-resolution, low-flow leak detection
- Bayonet-style register mount allows in-line serviceability
- Tamperproof seal pin deters theft
- Date of manufacture, size, and model stamped on dial face

### LEAD FREE MAINCASE

- NSF/ANSI 372, NSF/ANSI 61
- Lifetime guarantee
- Resists internal pressure stresses and external damage
- Handles in-line piping variations and stresses
- Provides residual value vs. plastic or composite
- Electrical grounding continuity

### NUTATING DISC MEASURING CHAMBER

- Positive displacement
- Widest effective flow range for maximum revenue
- Proprietary polymer materials maximize long-term accuracy
- Floating chamber design is unaffected by in-line piping stresses