



# CITY OF MELROSE

562 MAIN ST  
 MELROSE, MA 02176  
 PHONE: 781-979-4175

## Final Read Policy for Water/Sewer/Trash Bills

A final read should be requested at least 5-7 days prior to closing. The DPW Water Billing Division requires the following when scheduling a final read:

- Buyer's name, contact number, and, if available, an email address
- Closing date
- Email address to where the final bill can be sent. Final bills will not be mailed. They must be sent electronically or picked up at Melrose City Hall Water Department.
- A final read fee of \$25 will be assessed on the final bill.
- If a final read is requested within two business days of the closing, then the final read fee of \$50 will be assessed on the final bill.

Water usage will be calculated based on the billing cycle up to the final read. Water, sewer, and trash base fees are charged in monthly increments for services already rendered during the billing cycle.

If a property sells during the quarterly billing cycle (90 days), then base fees and trash charges will be billed according to the charts shown below:

Size of meter												
	5/8-1"		1 1/2"		2"		3"		4"		6"	
	Water	Sewer	Water	Sewer	Water	Sewer	Water	Sewer	Water	Sewer	Water	Sewer
1-30 days	\$6.55	\$8.79	\$25.66	\$34.53	\$39.99	\$53.83	\$73.43	\$98.86	\$121.19	\$163.19	\$240.61	\$324.03
31-60 days	\$13.11	\$17.59	\$51.32	\$69.05	\$79.98	\$107.65	\$146.85	\$197.72	\$242.39	\$326.39	\$481.22	\$648.05
61-90 days	\$19.66	\$26.38	\$76.98	\$103.58	\$119.97	\$161.48	\$220.28	\$296.58	\$363.58	\$489.58	\$721.83	\$972.08

Trash fee per # of units						
	1	2	3	4	5	6
1-30 days	\$16.67	\$33.34	\$50.00	\$66.67	\$83.33	\$100.00
31-60 days	\$33.33	\$66.66	\$100.00	\$133.33	\$166.67	\$200.00
61-90 days	\$50.00	\$100.00	\$150.00	\$200.00	\$250.00	\$300.00

If necessary, the City may require access to the property prior to processing the final bill in order to upgrade/replace a meter.

Water, sewer, and trash base fees are calculated monthly. No further proration of these fees will be allowed on final bills.