



**Topsfield Water Department**  
**FY2025 Rates and Charges**  
**Approved by Select Board June 24, 2024**

**System Access Fee**

\$1,000.00 per domestic connection. Additional charges for meters 1 ½ inches or larger may include the cost of the meter, flanges, gaskets, etc.

**Fire Sprinkler System Connection**

\$300.00 (Per Connection)

**Annual Fire Service Maintenance Fee**

\$60 per fire service connection

**Monthly Water Rates\***

Base fee of \$8.00 per 30 days (one month) for active services, prorated over number days in billing cycle.

\$19.50 per thousand gallons for 0 to 4,000 gallons of water used per month

\$22.91 per thousand gallons for 4,001 to 8,000 gallons of water used per month

\$29.41 per thousand gallons for 8,001 gallons of water, and over, used per month

**Quarterly Water Rates\***

Base fee of \$24.00 per 90 days (one quarter) for active services, prorated over number days in billing cycle.

\$19.50 per thousand gallons for 0 to 12,000 gallons of water used per quarter

\$22.91 per thousand gallons for 12,001 to 24,000 gallons of water used per quarter

\$29.41 per thousand gallons for 24,001 gallons of water, and over, used per quarter

**Semi-annual Water Rates\***

Base fee of \$48.00 per 180 days (six months) for active services, prorated over number days in billing cycle.

\$19.50 per thousand gallons for 0 to 24,000 gallons of water used per six months

\$22.91 per thousand gallons for 24,001 to 48,000 gallons of water used per six months

\$29.41 per thousand gallons for 48,001 gallons of water, and over, used per six months

**\*Meters serving multiple units**

The usage tiers will be multiplied by the number of units served by the meter. For example, the tiers for a meter serving 4 units that are billed monthly will receive 16,000 gallons per tier rather than 4,000. The number of units served is based on Assessor's records.

**Bulk Water**

Water Customers Only - \$50.00 access fee plus:

\$19.50 per thousand gallons for 0 to 4,000 gallons of water used per month

\$22.91 per thousand gallons for 4,001 to 8,000 gallons of water used per month

\$29.41 per thousand gallons for 8,001 gallons of water, and over, used per month

**Late Fees**

A late fee will be charged to accounts that have not paid their balance within 30-days of the date of the last billing. The fee will be 5% of the outstanding balance, not to exceed \$50.00, for balances greater than \$50.

An additional fee will be charged to the account if payment is not made within 60 days of the bill date. The fee will be 10% of the outstanding balance, not to exceed \$100.00, for balances greater than \$100.

**Shut-Off Fees for Non-Payment of Water Bills**

If water is turned off for non-payment the following turn-off/on fee will be charged:

- During normal business hours - \$100.00
- After normal business hours - \$200.00

**Water Turn-off and Turn-on**

\$50.00 to turn water off. There is no charge to turn water back on.

**Service Calls**

\$50.00 for the first hour (minimum of \$50.00 for each call) - \$10.00 will be charged for each additional quarter hour after that.

**Cellar Valve Replacement**

\$50.00 for the first hour - \$10.00 for each additional quarter hour - materials used are at cost.

**Frozen Meter Replacement**

\$200.00 (5/8" x 3/4")

\$275.00 (1")

All others at cost, plus labor.

**Radio Transponder Replacement (MXU)**

\$200 per MXU lost due to house residing, etc. where MXU is removed by homeowner/contractor and not saved. Charge will be prorated based on the age of the MXU and assuming a 20-year lifespan.

**Remove/Install Meter**

\$50.00 up to 1"

\$75.00 1 1/2" or larger

The meter installation fee is included in the system access fee for new connections.

**Thawing Frozen Services**

\$100.00 per hour

**Cross Connection Survey Fee**

No charge for the initial survey, \$50.00 per visit for subsequent compliance inspections.

**Cross Connection Permit Fees**

\$50.00 per Cross Connection (one-time fee)

\$100.00 for registration of a Double Check Valve Assembly or Reduced Pressure Backflow Preventer installed without obtaining a permit.

**Cross Connection Device Testing Fee**

\$50.00 per test including retests due to device.

**Special Use Fees**

There may be special use fees, for which, upon application, the Select Board will determine the fee schedule.

Fees other than base fees are effective July 1, 2024. Water rates and base fees are effective following the customer's first regular bill of FY2025.