



Town of Harwich

## Water & Wastewater Department

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196 Chatham Road, Harwich, MA 02645 USA \* [www.harwichwater.com](http://www.harwichwater.com)

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February 4, 2022

Dear Customer,

With municipal sewer service now available at your property, the Water & Wastewater Department has prepared this welcome package with information on how to connect, the Do's and Don'ts of sewer, and other information to consider as you plan your connection.

In an effort to familiarize you with the process, we have provided a "Sewer Connection Checklist" located on the back side of this letter. From design drawings to selecting a contractor to perform the work, it is recommended that you obtain multiple quotes. You may also wish to consider requesting quotes jointly with a neighbor as a designer and/or installer may offer more competitive pricing if the work is quoted together.

Your cost to design and install the sewer service connection is the responsibility of the owner, however, there are various programs for which you may be eligible. Massachusetts currently offers a septic system tax credit that is available to owner-occupied primary residences connecting to a municipal sewer system. A tax professional should be consulted for additional information and eligibility requirements. Barnstable County Septic Loan Program is another program that is available to Harwich residents. This program can be used for both design and construction costs and is currently being offered at a low interest rate repayable over a maximum 20-year repayment term.

As stated in the "Order to Connect" letter, property owners will have 2-years from the date of this mailing to design and install their sewer service. Property owners experiencing financial or other hardships may apply for an extension with the Board of Health who will review extension requests on a case-by-case basis.

After the sewer service has been installed, property owners will begin to receive quarterly sewer bills based upon the volume of water that passes through the water meter. Properties having an irrigation system or history of excessive outdoor water use may want to consider installing an irrigation/sewer deduct meter. A deduct meter is intended to separately measure outdoor water usage so it can be deducted when generating the sewer bills. The deduct meter is installed after the domestic water meter on your private plumbing and must be installed by a licensed plumber. The cost of the meter and its installation is the responsibility of the property owner. For further information, please refer to our Irrigation/Sewer Deduct Meter Policy located on the Department's website.

We hope this package will provide you with the information and resources to make your sewer connection easy and efficient, and as always please do not hesitate to contact us should you need any additional assistance.

Thank you,

*Daniel R Pelletier*

Daniel Pelletier  
Superintendent of Water & Wastewater

<b>Sewer Connection Checklist</b>		
<b>STEP 1 Select a Designer</b>	The first step is to hire an Engineer or Registered Sanitarian licensed in the State of MA, to develop design drawings for your sewer service. To complete the design of your sewer service, the Engineer or Registered Sanitarian will need the location and elevation of your sewer stub which is included herein.	Attachments: List of Designers (Engineers/Sanitariums) & Sewer Stub Tie Card
<b>STEP 2 Select a Licensed Utility Installer</b>	Once the design of your sewer service is complete, the next step is to obtain quotes from licensed utility installers to perform the work. Utility Installers are licensed locally through the Harwich Health Department. Property owners are encouraged to obtain multiple quotes for installation and if possible, consider working with your neighbors to obtain quotes together, it is likely you will get more competitive pricing if the contractor can work at multiple homes in a given area.	Attachment: Licensed Utility Installers List
<b>STEP 3 Submit Sewer Service Application</b>	The Sewer Service Application should be completed by the Licensed Utility Installer, signed by the property owner, and submitted along with the required attachments to the Harwich Health Department for review. Once the application has been approved, the Water/Wastewater department will authorize the Licensed Utility Installer to install the sewer service and abandon the existing on-site septic system.	Installer/Applicant Sewer Service Application Is on website (Link provided below)
<b>STEP 4 Do's and Don'ts</b>	As a new sewer customer, it is important to familiarize yourself with some of the basics to ensure proper function of your sewer service and prevent downstream issues with the municipal collections system. We have enclosed a guide of DO's and DONT's to help keep your sewer service in working order.	Attachments: Be Sewer Savvy
<b>LINKS</b>		
Welcome Packet Contents	<a href="http://www.harwichwater.com/wastewater/welcome.html">http://www.harwichwater.com/wastewater/welcome.html</a>	
Barnstable County Septic Loan Program	<a href="https://www.barnstablecountysepticloan.org/">https://www.barnstablecountysepticloan.org/</a>	
Title 5 Credit and Mandated Sewer Connections	<a href="https://www.mass.gov/technical-information-release/tir-99-5-the-title-5-credit-and-federally-mandated-sewer-connections">https://www.mass.gov/technical-information-release/tir-99-5-the-title-5-credit-and-federally-mandated-sewer-connections</a>	
Irrigation/Sewer Deduct Meter Information	<a href="http://www.harwichwater.com/wastewater/irrigation-deduction-meter.html">http://www.harwichwater.com/wastewater/irrigation-deduction-meter.html</a>	
Sewer Use Regulations	<a href="http://www.harwichwater.com/assets/Sewer_Use_Regs_052621.pdf">http://www.harwichwater.com/assets/Sewer_Use_Regs_052621.pdf</a>	
Sewer Rates	<a href="http://www.harwichwater.com/wastewater/proposed-sewer-rates.html">http://www.harwichwater.com/wastewater/proposed-sewer-rates.html</a>	
Sewer Bill Estimates	<a href="http://www.harwichwater.com/wastewater/sewer-bill-estimates.html">http://www.harwichwater.com/wastewater/sewer-bill-estimates.html</a>	
Sewer Connection Application	<a href="https://www.harwich-ma.gov/sites/g/files/vyhlf7091/f/uploads/sewer_connection_permit.pdf">https://www.harwich-ma.gov/sites/g/files/vyhlf7091/f/uploads/sewer_connection_permit.pdf</a>	