

Town of Bar Harbor

1. Establish Eligibility for Meter Reading Adjustment

- A. Outside water discount is available to all Bar Harbor customers that have an outside water meter installed to measure the flow of water that does not enter the Bar Harbor Wastewater Treatment Plant.
- B. The meter must be permanently installed and open for inspection or reading by a Bar Harbor Sewer Department employee during normal business hours.
- C. The meter must be kept in good working order and if repairs are made the Bar Harbor Sewer Department and the finance Department must be kept informed.
- D. Applications for an outside water usage meter must be approved and pay a one time fee of one hundred dollars (\$100.00), per meter.
- E. A registration fee of twenty-five dollars (\$25.00) per outside water meter will be due on July 1st of each year.

2. Adjustment Process

- A. The outside meter application form must be filled out and returned to the Finance Department at the time the meter is installed. Once installed it is not necessary to reapply each year for the same meter, a notice will be sent requesting a renewal fee of twenty-five dollars (\$25.00) per meter and the necessary forms for the current years reading. Owners of meters already installed must complete the application form to update our records and establish a base for future years, the application fee will not be charged for current users but the twenty-five dollar (\$25.00) yearly registration will be charged.
- B. Changes that affect the condition, water flow or meter readings must be reported to the Finance Department at the time they occur. Failure to do so may void any future adjustment until a new base can be established.
- C. Readings must be taken annually on seasonal meters and the form returned to the Finance Department no later than November 30th of each year. After that date no discount will be allowed for that year.
- D. Readings must be taken on or before March 31st, June 30th, September 30th and December 31st of each year on quarterly meters. Each form with the correct reading must be presented to the Finance Department no later than 15 days after reading current bill due for that quarter.