



TOWN OF HATFIELD
MASSACHUSETTS
MEMORIAL TOWN HALL
59 Main Street
Hatfield, MA 01038

(413) 247-5222
(413) 247-9129 FAX

DEPARTMENT OF PUBLIC WORKS

WATER DEPARTMENT

FINAL WATER READING PROCEDURE

If you are selling your home:

The Water Department will schedule a final water reading **only** after the Town Collector has notified the Superintendent that a MLC, or Municipal Lien Certificate has been received in her office. This will usually be sent by the buyer's attorney.

The Water Department cannot respond until this certificate has been received by the Collector. No final readings will be scheduled before receipt of the certificate! Readings requested by homeowners or real estate agents will not be scheduled for any reason, if the certificate has not yet been received.

A \$25 (twenty-five dollar) fee is required to process the MLC, payable to the Town of Hatfield and sent through the Town Collector. Please include a Self-Addressed Stamped Envelope.

Once the certificate is received, the Water Department will schedule your final reading. Final readings will be done during regular working hours, Mon – Fri. Results will be given to the Town Collector, who will process the appropriate paperwork and forward it to the requesting attorney.

Sincerely,

Anthony Lastowski
Superintendent