Selling a house in North Reading, MA

Certificate and inspection checklist. Office, fee, phone and lead time for each item.

Town: North Reading **Closing date:** _____ **Attorney:** _____

ITEM AND WHEN	OFFICE AND PHONE	FEE	HOW TO ORDER	TYPICAL TIME
☐ **Municipal lien certificate** **Order when the P&S is signed**	Tax Collector, Town Hall, 235 North St	$50 for 1 to 3 family or land under 1 acre; $150 for 4+ family; $200 commercial, industrial or utility land	Request form, pick up or mail with a stamped envelope; 978-357-5220	10 days, excluding Saturdays, Sundays and holidays (c.60 s.23)
☐ **Smoke and CO certificate** **Book first. Valid 60 days**	Fire Department	Not published	Fire Prevention (978) 664-6054; fire department site	Not published
☐ **Final water and sewer reading** **Request once closing date is firm**	Water Department	$50, added to the final bill	Email the sale details to water@northreadingma.gov	Meter usually read the day before closing
☐ **Title 5 septic inspection** **Before listing, if not on sewer**	Board of Health, Town Hall	Inspector sets the price	Septic page; Town Hall 978-664-6000	Not published
☐ **Lead paint notice (built before 1978)** **Give buyer before the P&S**	You, to the buyer	None	State notification form	Buyer then has a 10-day right to inspect for lead

State rules every seller should know

Lien certificate: the collector must issue it within 10 days of your written application, excluding Saturdays, Sundays and holidays (MGL c.60 s.23).

Smoke/CO certificate: expires 60 days after issue, so do not book it more than 60 days before closing (state form FP-007C, MGL c.148 s.26F).

Title 5: inspect at or within 2 years before transfer (3 years with yearly pumping records); bad weather allows up to 6 months after, with written notice to the buyer (310 CMR 15.301).

Lead: the buyer gets a 10-day period, unless both agree otherwise in writing, to inspect for lead paint before being bound (40 CFR 745.110).

Dates and notes

Checked 2026-11-06. Fees and times are the town's published figures; sources are on homeoptionsma.com/selling-certificates/north-reading/. Not legal advice: ask your closing attorney how this fits your sale.