Selling a house in Stoneham, MA

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

Town: Stoneham **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	Treasurer's Office, 35 Central Street	$50 residential; $100 for 3+ family; $150 commercial	Mail with a stamped return envelope, or request online	10 days, excluding Saturdays, Sundays and holidays (c.60 s.23)
☐ **Smoke and CO certificate** Book first. Valid 60 days	Fire Prevention	Not published	Call Ann at 781-438-0127; Fire Dept FAQ	Mon to Fri, 8:30 to 10:00 am
☐ **Final water and sewer reading** Request once closing date is firm	Department of Public Works, 16 Pine Street	No fee posted; $50 for a missed appointment	Call 781-438-0760 or 781-438-2583; procedure	At least 72 hours before closing
☐ **Title 5 septic inspection** Before listing, if not on sewer	Health Department, 35 Central Street	Septic homes only	Call 781-279-2621; Board of Health	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/stoneham/. Not legal advice: ask your closing attorney how this fits your sale.