

*Hooksett Wastewater Treatment Plant*

# **SEWER ORDINANCES**

*Hooksett Sewer Commission*



**2010**



**AUTHORITY**

These Rules and Regulations shall be in full force and effect as Ordinances regulating the use of sewer systems within the Town of Hooksett from and after their passage, approval, recording, and publication as provided by law.

Duly Enacted and Ordained this 16<sup>th</sup> day of November, 2010 by the Hooksett Sewer Commission in Merrimack County, State of New Hampshire, at a duly noticed and duly held session of the said Commissioners.

Hooksett Sewer Commission, Hooksett, N.H.

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# **1. GENERAL PROVISIONS**

## **1.1 PURPOSE AND POLICY**

These ordinances are uniform requirements for users of the Publicly Owned Treatment Works (POTW) for the Town of Hooksett. They enable the Board of Sewer Commissioners to comply with all applicable state and federal laws, including the Clean Water Act (33 United States Code 1251 et seq.) and the General Pretreatment Regulations (40 CFR 403). The objectives of these ordinances are:

- A. To prevent the introduction of pollutants into the POTW that will interfere with its operation.
- B. To prevent the introduction of inadequately treated pollutants into the POTW that could or will pass through into receiving water, or otherwise be incompatible with the POTW.
- C. To protect POTW personnel who could be affected by wastewater and sludge in the course of their employment as well as the general public.
- D. To promote reuse and recycling of industrial wastewater and sludge from the POTW.
- E. To outline fees for the equitable distribution of the cost of operation, maintenance, and improvement of the POTW.
- F. To enable the Town of Hooksett to comply with its National Pollutant Discharge Elimination System permit conditions, sludge use and disposal requirements, and any other federal or state laws to which the POTW is subject.
- G. To prevent sanitary sewer overflow.

These Ordinances shall apply to all users of the POTW. These Ordinances authorize the issuances of wastewater discharge permits; provide for monitoring, compliance, and enforcement activities; establish administrative review procedures; requires user reporting; and provide for the setting of fees and equitable distribution of costs resulting from the program established herein.

## **1.2 ADMINISTRATION**

Except where otherwise noted, the Superintendent, as authorized by the Board of Sewer Commissioners, shall administer, implement, and enforce the provisions of these ordinances. Any powers granted to or duties imposed upon the Superintendent may be delegated by the Superintendent to other personnel.

### 1.3 ABBREVIATIONS

The following abbreviations, when used in these ordinances, shall have the designated meanings:

<b>BOD</b>	-	Biochemical Oxygen Demand
<b>CFR</b>	-	Code of Federal Regulations
<b>COD</b>	-	Chemical Oxygen Demand
<b>EPA</b>	-	United States Environmental Protection Agency
<b>gpd</b>	-	Gallons per day
<b>IDP</b>	-	Industrial Discharge Permit
<b>mg/l</b>	-	Milligrams per liter
<b>DES</b>	-	New Hampshire Department of Environmental Services
<b>NPDES</b>	-	National Pollutant Discharge Elimination System
<b>POTW</b>	-	Publicly Owned Treatment Works
<b>RCRA</b>	-	Resource Conservation and Recovery Act
<b>RSA</b>	-	New Hampshire Revised Statutes Annotated
<b>SIC</b>	-	Standard Industrial Classification
<b>TDS</b>	-	Total Dissolved Solids
<b>TSS</b>	-	Total Suspended Solids
<b>USC</b>	-	United States Code

### 1.4 DEFINITIONS

Unless the context specifically indicates otherwise, the meaning of terms used in these regulations shall be as follows:

- ☐ **Act or The Act** - The Federal Water Pollution Control Act, also known as the Clean Water Act, as amended, 33 U.S.C. 1251 *et seq.*
- ☐ **Applicant** - Any person requesting approval to discharge industrial or domestic wastewaters into facilities of the Town of Hooksett.
- ☐ **Approval Authority** - The State of New Hampshire shall be the approval authority.
- ☐ **Assessment** - An assessment to defray the expense to the Town of Hooksett for new sewer mains against property abutting streets in which new mains are laid.
- ☐ **ASTM** - The American Society for the Testing of Materials.
- ☐ **Authorized Representative of the User**
  - ☐ If the user is a corporation:
    - The president, secretary, treasurer, or a vice-president of the corporation in charge of a principal business function, or any other person who performs similar policy or decision-making functions for the corporation.

- The manager of one or more manufacturing, production, or operation facilities employing more than two hundred fifty (250) people or having gross annual sales or expenditures exceeding twenty-five (25) million dollar, if authority to sign documents has been assigned or delegated to the manager in accordance with corporate procedures.
- If the user is a partnership or sole proprietorship: a general partner or proprietor, respectively.
- If the user is a federal, state, or local governmental facility: a director or highest official appointed or designated to oversee the operation and performance of the activities of the government facility, or their designee.

The individuals described in Paragraphs 1 through 3, above, may designate another authorized representative if the authorization is in writing, the authorization specifies the individual or position responsible for the overall operation of the facility from which the discharge originates or having overall responsibility for environmental matters for the company, and the written authorization is submitted to the Board.

- ☐ **Average** - The arithmetic mean of values taken at the frequency required for each parameter over the specified period. For total and/or fecal coliforms, the average shall be the geometric mean.
- ☐ **Average Monthly Discharge Limitation** - The highest allowable average of "daily discharges" over a calendar month, calculated as the sum of all daily discharges measured during a calendar month, divided by the number of daily discharges measured during that month.
- ☐ **Backwater Valve** - A device placed in the building sewer that will prevent the backflow of sewage from an interceptor or collection system into the building.
- ☐ **Biochemical Oxygen Demand (BOD)** - The quantity of oxygen utilized in the biochemical oxidation of organic matter under standard laboratory procedure in five (5) days at 20 C, expressed in milligrams per liter (mg/L).
- ☐ **Board or Sewer Commission** - The Town of Hooksett Sewer Commission.
- ☐ **Building Drain** - That part of the lowest horizontal piping of a drainage system that receives the discharge from soil, waste, and other drainage pipes inside the walls of the building and conveys it to the building sewer, beginning five (5) feet (ft) outside the inner face of the building wall.
- ☐ **Building Sewer** - The extension from the building drain to the public sewer or other place of disposal, also called a house connection.
- ☐ **Bypass** - The intentional diversion of waste streams from any portion of a pretreatment system, sewer, or wastewater treatment facility.
- ☐ **CMOM** – Capacity Management, Operation and Maintenance Plan.

- ❑ **Categorical Pretreatment Standard or Categorical Standard** - Any regulation containing pollutant discharge limitations promulgated by EPA in accordance with Sections 307(b) and (c) of the Act (33 U.S.C. 1317) that apply to a specific category of users and that appear in 40 CFR Chapter 1, Subchapter N, Parts 405-471.
- ❑ **Clean Water Act** - The Federal Clean Water Act, 33 U.S.C. §§ 1251 to 1387, as amended.
- ❑ **Code Enforcement Officer** - The duly appointed Code Enforcement Officer for the Town of Hooksett.
- ❑ **Combined Sewer** - A sewer intended to receive both wastewater and storm water or surface water.
- ❑ **Commercial Use** - Premises used for financial gain, including but not limited to, businesses, restaurants, shops, bed and breakfasts, motels, hotels, retail shopping malls, professional offices, hospitals, and any other business of similar use.
- ❑ **Commissioner** – The Commissioner of the New Hampshire Department of Environmental Services, or the commissioner’s duly appointed agent.
- ❑ **Compatible Pollutant** - Biochemical oxygen demand, suspended solids, pH, and fecal coliform bacteria.
- ❑ **Composite Sample** - A sample that is collected over time, formed either by continuous sampling, or by mixing discrete samples. The sample may be composited either as a time composite sample composed of discrete sample aliquots collected in one container at constant time intervals providing representative samples irrespective of stream flow; or as a flow proportional composite sample: collected either as a constant sample volume at time intervals proportional to stream flow, or collected by increasing the volume of each aliquot as the flow increases while maintaining a constant time interval between the aliquots.
- ❑ **Contractor** - An individual, partnership, or corporation, and the proper agents and representatives thereof performing work or providing supplies under an established contract.
- ❑ **Control Authority** - The Regional Administrator of the EPA.
- ❑ **Control Manhole** - A structure allowing industrial wastes to be monitored and sampled.
- ❑ **Cooling Water** - The clean wastewater from air conditioning, industrial cooling, condensing and similar apparatus, and from hydraulically-powered equipment which is sufficiently clean, uncontaminated, and unpolluted that it can be discharged without treatment or purification to a natural open stream or watercourse, subject to the conditions of a National Pollutions Discharge Elimination System (NPDES) permit.
- ❑ **Customer Units** - Each Mercantile, Commercial, Industrial, or other unit equipped with independent sewer facilities, and each Apartment, Mobile Home, Condominium, or other separate family unit when such units are equipped with their own kitchen facilities.

- ❑ **CWA** - The Clean Water Act (formerly referred to as the Federal Water Pollution Control Act Amendments of 1972) Pub. L. 92-500, as amended by Pub. L. 95-217 and Pub. L. 95-576; 33 U.S.C 1252 et seq.
- ❑ **Daily Discharge** - The discharge of a pollutant measured during a calendar day or any 24-hour period that reasonably represents the calendar day for purpose of sampling. For pollutants with limitations expressed in units of mass, the daily discharge is calculated as the total mass of the pollutant discharged over the day. For pollutants with limitations expressed in other units of measurements, the daily discharge is calculated as the average measurement of the pollutant over the day.
- ❑ **Department** - The New Hampshire Department of Environmental Services.
- ❑ **Department, DES, Division, or NHDES** - The New Hampshire Department of Environmental Services.
- ❑ **Design-year Usage** - The method used by the Board to equitably apportion POTW, administrative, and replacement costs among communities.
- ❑ **Dilute** - Reduce in concentration, thin down, or weaken by mixing with water or other liquids.
- ❑ **Division** - The New Hampshire Department of Environmental Services Water Supply and Pollution Control Division.
- ❑ **Domestic Wastewater or Sewage** - The normal water-carried household and toilet wastes or waste from sanitary conveniences of residences, commercial buildings, and industrial plants. This EXCLUDES ground, surface or storm water that contains no industrial wastes.
- ❑ **Dwelling Unit** - A building or portion of a building in which no more than one family lives.
- ❑ **Easement** - An acquired legal interest for a specific and limited use of land owned by others.
- ❑ **Environmental Protection Agency (EPA)** - The U.S. Environmental Protection Agency or, where appropriate; the Regional Water Management Division Director, or other duly authorized official of said agency.
- ❑ **Existing Source** - Any source of discharge, the construction, or operation of which commenced prior to the publication by EPA of proposed categorical pretreatment standards, which will be applicable to such source if the standard is thereafter promulgated in accordance with Section 307 of the Act.
- ❑ **Facilities** - All structures, pipes, and conduits for the purpose of collecting, treating, neutralizing, stabilizing, or disposing of domestic wastewater and/or industrial or other wastewaters by means of such structures and conduits, including treatment and disposal works, necessary intercepting, outflow and outlet sewers, and pumping stations integral to such facilities with sewers, equipment, furnishings thereof and all other appurtenances connected therewith.

- ❑ **Floatable Oil** - Oil, fat, or grease that in a physical state will separate by gravity from wastewater by treatment in an approved pretreatment facility. A wastewater shall be considered free of floatable oil if it is properly pretreated, and the wastewater does not interfere with the collection system.
- ❑ **Food Establishment** - Any fixed or mobile restaurant, temporary or permanent food service establishment, coffee shop, cafeteria, bed and breakfast, short order café, luncheonette, grill, roadside stand, industrial feeding establishment; food vending operation, whether attended or unattended, private, public or nonprofit organization, or institution routinely serving food, catering kitchen, commissary or similar place in which food or drink is prepared for sale or for service on the premises or elsewhere, and any other eating or drinking establishment or operation where food is served or provided for the public with or without charge.
- ❑ **Force Main** - A line without access from individual properties, providing a connection from a pump station to a pump station, trunk or sanitary sewer main.
- ❑ **Fume Toxicity Screening Level** - The concentration of a pollutant in water that, under equilibrium or other conditions, a confined environment, or interaction with pollutants contained in permitted discharges, would cause the concentration of a pollutant in the air over the water to exceed an exposure limit.
- ❑ **Garbage** - The animal and vegetable waste resulting from the handling, preparation, cooking, and serving of foods.
- ❑ **Grab Sample** - An individual sample collected in a period of less than 15 minutes.
- ❑ **Grease** – The material removed from a grease interceptor (trap) serving a restaurant or other facility requiring such grease interceptors. It also means volatile and non-volatile residual fats, fatty acids, soaps, waxes and similar materials.
- ❑ **Grease Interceptor** - A device designed and installed to separate and retain for removal by automatic or manual means grease from normal wastes, while permitting normal sewage or wastes to discharge into the sewer system by gravity.
- ❑ **Grit** - Sand, gravel, cinders, or other heavy solid materials that have subsiding velocities or specific gravities substantially greater than those of the organic particles solids in wastewater. Grit also includes eggshells, bone chips, seeds, coffee grounds, and large organic particles, such as food or wastes.
- ❑ **Hauler** - The person, firm, or corporation licensed by the Division under RSA 485-A:4, XVI-A, who pumps, hauls, transports, or disposes of septage.
- ❑ **Hazardous Substance** - Any substance designated under 40 CFR Part 116 pursuant to Section 311 of CWA.
- ❑ **Headworks** - That portion of a wastewater treatment plant which first receives the total influent flow for initial treatment.
- ❑ **Improved property** - Any property located within the community upon which there is an erected structure intended for continuous or periodic habitation, occupancy, or use by human

beings or animals, and from which structures sanitary sewage and/or industry wastes are or can be discharged.

- ☐ **Incompatible Pollutant** - Any pollutant, other than biochemical oxygen demand, suspended solids, pH, coli form bacteria, or additional pollutants identified in the permit that the treatment works was not designed to treat, and does not remove to a substantial degree.
- ☐ **Indirect Discharge or Discharge** - The introduction of pollutants into the POTW from any nondomestic source regulated under Section 307(b), (c) or (d) of the Act.
- ☐ **Industrial Discharge or industrial waste** – “Namely any liquid, gaseous, or solid waste substance resulting from any process of industry, manufacturing trade or business, or from the development of any natural resources.” as defined in RSA 485-A:2,VI. For purposes of these rules, "industrial discharges" does not include sewage.
- ☐ **Industrial Discharge Permit (IDP)** - The official document issued by the POTW to an industrial user of the Board sewer system and treatment works that outlines the general and specific conditions under which the industrial user may discharge wastewaters into the city’s collection system or POTW.
- ☐ **Industrial Establishment** - Any building or portion thereof or other enclosure where people and/or company is engaged in Industrial Production or enterprise.
- ☐ **Industrial Wastes** - Wastewater from industrial processes, trade, or business not including domestic or sanitary wastes.
- ☐ **Instantaneous Maximum Allowable Discharge Limit** - The maximum concentration of a pollutant allowed to be discharged at any time. This is determined by analysis of either a discrete or composited sample which is collected independent of the industrial flow rate, and duration of the sampling event.
- ☐ **Interceptor** - A channel or sewer that serves to collect the flow from the sewage collection system.
- ☐ **Interference** - A discharge by an industrial user which:
  - ☐ Alone or in conjunction with discharges from other sources, inhibits or disrupts the POTW, its treatment processes or operations, or its sludge processes, use or disposal.
  - ☐ Causes or significantly contributes to a violation of any requirement of the POTW's NPDES permit (including an increase in the magnitude or duration of a violation). It also pertains to the prevention of sewage sludge use or disposal by the POTW in accordance with all applicable federal and state laws and regulations.
- ☐ **Invert** - The bottom inside of the sewer pipe.
- ☐ **Local Limits** – Numerical limitations on the discharge of pollutants established by the Town of Hooksett as distinct from State or Federal Limitations for non-domestic wastewater discharged to the POTW.

- ❑ **Maximum Daily Discharge Limitation** - The highest allowable "daily discharge".
- ❑ **May** - Permissive
- ❑ **Medical Waste** - Isolation wastes, infection agents, human blood and blood products, pathological wastes, sharps, body parts, contaminated bedding, surgical wastes, potentially contaminated laboratory wastes, and dialysis wastes. (See RSA 125-N:2, VIII)
- ❑ **National Pollution Discharge Elimination System (NPDES)** - Any regulations containing pollutant discharge limits promulgated by EOA in accordance with Section 307 (b) and (c) of the Clean Water Act and amendments thereto which apply to a specific category of industrial users and which are found at 40 CFR Chapter I, Subchapter N, Parts 405 through 471.
- ❑ **National Pretreatment Standards/Pretreatment Standards or Standard** – Any regulation containing pollutant discharge limits promulgated by the EPA in accordance with Section 307 (b) and (c) of the Act, which applies to industrial users. This term includes prohibitive discharge limits established pursuant to 40 CFR S/S403.5.
- ❑ **National Categorical Pretreatment Standard or Categorical Pretreatment Standard** – Any regulations containing pollutant discharge limits promulgated by the EPA in accordance with Section 307(b) and (c) of the Clean Water Act (33 U.S.C. § 1317), which apply to a specific category of industrial user(s) and which are found in the Code of Federal Regulations, 40 CFR, Subchapter N, parts 401 through 471.
- ❑ **Natural Outlet** - Any outlet, including storm sewers and combined sewer overflows, into a watercourse, pond, ditch, lake, or any other body of surface or groundwater.
- ❑ **NHWSPCD** – The New Hampshire Water Supply and Pollution Control Division acting under RSA 149 et. Seq.
- ❑ **New Source:**
  - ❑ Any building, structure, facility, or installation from which there is or may be a discharge of pollutants:
    - The building, structure, facility, or installation is constructed at a site at which no other source is located.
    - The building, structure, facility or installation totally replaces the process or production equipment that causes the discharge of pollutants at an existing source.
    - The production or wastewater-generating process of the building structure, facility, or installation is substantially independent of an existing source at the same site. In determining whether these are substantially independent, factors such as the extent to which the new facility is integrated with the existing plant, and the extent to which the new facility is engaged in the same general type of activity as the existing source, should be considered.
  - ❑ Construction on a site, which an existing source is located, results in a modification rather than a new source if the construction does not create a new building, structure, facility, or



installation meeting the criteria of this Subsection, but otherwise alters, replaces, or adds to existing process or production equipment.

- Construction of a new source is defined under this paragraph as commenced if the Owner or Operator has:
  - Begun, or caused to begin part of a continuous on site construction program:
  - Any placement, assembly, or installation of facilities or equipment.
  - Significant site preparation work including clearing, excavation, or removal of existing buildings, structures, or facilities which is necessary for the placement, assembly, facilities, or equipment.
  - Entered into a binding contractual obligation for the purchase of facilities or equipment that is intended to be used in its operation within a reasonable time. Options to purchase or contracts that can be terminated or modified without substantial loss, and contracts for feasibility, engineering, and design studies do not constitute a contractual obligation under this paragraph.
- ☐ **Noncontact Cooling Water** - Water used for cooling which does not come into direct contact with any raw material, intermediate product, waste product, or finished product.
- ☐ **Official Notice** - Notice of change of address, violation, billing, or breach of any of these Rules and Regulations, and shall be deemed to have been given if sent by U.S. Mail at the address provided in the permit application.
- ☐ **Operation and Maintenance (O&M)** - Those functions that result in expenditures during the useful life of the treatment works for materials, labor, utilities, and other items which are necessary for managing and maintaining the treatment works to achieve the capacity and performance for which such works were designed and constructed. The term "O&M" includes replacement as defined in Article I.
- ☐ **Operator** - Is defined in RSA 485-A:2 VII-a, namely:
  - The individual who has full responsibility for the daily operation of a wastewater treatment plant or pollution control facility.
  - The individual normally responsible for the operations shift.
  - Individuals who perform important operating functions.
- ☐ **Other wastes** - Any garbage, municipal refuse, decayed wood, sawdust, shavings, bark, lime, ashes, offal, oil, tar, chemicals, and other substances other than sewage or industrial wastes, and any other substance harmful to human, animal, fish or aquatic life.
- ☐ **Owner** - Any person who holds title to a house, building, or property which abuts any street or right-of-way in which a public sewer is located.

- ☐ **Pass Through** - The discharge of pollutants through the POTW into surface or ground waters in quantities or concentrations, which, alone or in conjunction with discharges from other sources, cause, or significantly contribute to a violation of any requirement of the POTW's Groundwater Discharge Permit (including an increase in the magnitude or duration of a violation) or of any applicable water quality criteria.
- ☐ **Permittee** - Any individual, partnership, corporation, trust, or similar entity to which an IDP has been issued by the board.
- ☐ **Person** - Any individual, firm, company, state, association, society, profit or non-profit corporation, group, partnership, limited liability company or partnership, municipality, governmental facility or governmental subdivision of a state, or other entity.
- ☐ **pH** - The logarithm of the reciprocal of the hydrogen-ion concentration. The concentration is the weight of hydrogen-ions, in grams, per liter of solution. Neutral water, for example, has a pH value of 7 and a hydrogen-ion concentration of  $10^{-7}$ .
- ☐ **Pharmaceutical Waste** - Prescription drugs as defined by RSA 318:1, XVII, or a non-prescription or proprietary medicine, as defined by RSA 318:1, XVIII, that are no longer suitable for its intended purpose and are being discarded.
- ☐ **Phenolic Compounds** - The following hydroxy derivatives of benzene: 2-chlorophenol; 2,4-dichlorophenol; 2,4-dimethylphenol; 4-6-dinitro-o-cresol; 2,4-dinitrophenol; 2-nitrophenol; 4-nitrophenol;p-chloro-m-cresol;and 2,4,6-trichlorophenol.
- ☐ **Pollution or Pollutant** - Contamination, or other alteration of the physical, chemical, or biological properties of any waters which could create a public health nuisance or render such water or land harmful, detrimental or injurious to public health, safety, or welfare, or to domestic, commercial, industrial, agricultural, recreational or other legitimate beneficial uses, or to livestock, animals, birds, fish or other aquatic life. These include, but not limited to: Dredged spoil, solid waste, incinerator residue, filter backwash, sewage, garbage, sewage sludge, munitions, medical wastes, chemical wastes, biological materials, radioactive materials, heat, wrecked or discarded equipment, rock, sand, cellar dirt, municipal, agricultural and industrial wastes, and characteristics of wastewater (e.g., pH, temperature, TSS, turbidity, color, BOD, COD, toxicity or odor).
- ☐ **Pollution Prevention** - The use of materials, processes, or practices that reduce or eliminate the creation of pollutants or wastes at the source, or minimize their release to the environment prior to recycling, treatment or disposal. It includes practices that reduce the use of hazardous materials, energy, water or other resources. It also includes practices that protect natural resources and human health through conservation, more efficient use or effective release minimization.
- ☐ **Preliminary Treatment or Pretreatment** - The reduction of the amount of pollutants, the elimination of pollutants, or the alteration of the nature of pollutant properties in wastewater to a less harmful state prior to or in lieu of discharging or otherwise introducing such pollutants into a POTW. The reduction or alteration can be achieved by physical, chemical, or biological processes or other means, except as prohibited by 40 CFR Section 403.6(d).

- ❑ **Pretreatment Requirement** - Any substantive or procedural requirement related to pretreatment, other than a National Pretreatment Standard, imposed on an industrial user.
- ❑ **Pretreatment Standards or Standards** - The prohibited discharge standards, categorical pretreatment standards, and local limits.
- ❑ **Private Sewer** - A sewer or sewer system privately owned and used by one or more properties.
- ❑ **Private Wastewater Disposal System** - Any privately owned and operated system, device, or facility for the collection, treatment, and disposal of wastewater.
- ❑ **Prohibited Discharge Standards or Prohibited Discharges** - Absolute prohibitions against the discharge of certain substances.
- ❑ **Properly Shredded Garbage** – The wastes from the preparation, cooking, handling, storage, and dispensing of food that have been shredded to such a degree that all particles will be carried freely under the flow conditions normally prevailing in public sewers, with no particle greater than 1/2 inch (1.27 centimeters) in any dimension.
- ❑ **Public Sewer** - A common sewer controlled by a governmental agency, body politic, or public utility, and a sewer in which all Owners of abutting properties have equal rights.
- ❑ **Publicly Owned Treatment Works (POTW)** - A “treatment works,” as defined by Section 212 of the Act (33 U.S.C. 1292) that is owned by the Town of Hooksett. This definition includes any devices or systems used in the collection, storage, treatment, recycling, and reclamation of sewage or industrial wastes of a liquid nature. It also includes sewers, pipes, and other conveyances only if these structures convey wastewater to a POTW wastewater treatment facility. The term also means the municipality that has jurisdiction over discharges to and from the treatment plant, and any sewer that conveys wastewater to the POTW from persons outside the Town of Hooksett, who are, by contract or agreement with the Town of Hooksett users of the POTW.
- ❑ **Radiological Waste** – Radioactive waste as regulated by RSA 125-F.
- ❑ **Receiving Waters** - Any watercourse, river, pond, ditch, lake, aquifer, or other body of surface or groundwater, including percolating groundwater, receiving discharge of wastewaters.
- ❑ **Replacement Cost** - Expenditures for obtaining and installing equipment, accessories or appurtenances which are necessary during the useful life of the treatment works, to maintain the capacity and performance for which such works were designed and constructed.
- ❑ **Residential Use** - Any contributor to the Board's wastewater treatment works whose lot, parcel, real estate, or building is used for domestic dwelling purposes only.
- ❑ **Residuals Management Program** - Structures, equipment, processes, operators associated with the collection, transportation, treatment or disposal of residues generated by the collection, transport, treatment or processing of materials introduced to the sewers, or treatment facility.

- ❑ **Sanitary Sewer** - A sewer that carries liquid and water-carried wastes from residences, commercial buildings, industrial plants, and institutions together with minor quantities of ground, storm, and surface waters have infiltrated the system.
- ❑ **Sanitary Sewer Overflow (SSO)** – Wastewater that overflows the sewerline or pumpstation and goes into the ground.
- ❑ **Screening Level** - The concentration of a pollutant that under baseline conditions would cause a threat to personnel exposed to the pollutant or would cause a threat to structures of the wastewater facilities. The screening levels must be adjusted to account for conditions at the point of discharge that differ from baseline conditions.
- ❑ **Septage** - Any liquid or solid, sludge or material pumped from chemical toilets, vaults, septic tanks, cesspools, or other holding tanks.
- ❑ **Septic Tank** - A liquid-tight receptacle which receives raw sewage for storage and digestion, which has been designed and constructed so as to retain the solids and to allow the liquids to discharge through a secondary system of piping into an approved form of subsurface disposal area.
- ❑ **Septic Tank Truck** - Any watertight vehicle that is used for the collection and hauling of septage as described above and which complies with the regulations of the Division.
- ❑ **Septic Tank Waste** - Any sewage from holding tanks such as vessels, chemical toilets, campers, trailers, and septic tanks.
- ❑ **Service Connection** - That part of the sewer system extending from a sewer to the curb line, or, if there is not curb line, to the property line, or, if the sewer is located in a right-of-way, to the edge of the right-of-way. If no such service connection is provided, then "service connection" shall mean that portion of, or place in, a sewer that is provided for connection of any building sewer.
- ❑ **Severe Property Damage** - Substantial physical damage to property, damage to the treatment facilities that causes them to become inoperable, or substantial and permanent loss of natural resources that can reasonably be expected to occur in the absence of a bypass. Severe property damage does not include economic loss caused by delays in production.
- ❑ **Sewage** - The spent water of a community. The preferred term is "wastewater".
- ❑ **Sewage collection system** - The common lateral sewers, within a publicly owned treatment system which are primarily installed to receive wastewaters directly from facilities which convey wastewater from individual structures or from private property, and which includes service connection fittings, designed for connection with those facilities.
- ❑ **Sewer** - A pipe or conduit that carries wastewater or drainage water.
- ❑ **Shall** - Mandatory
- ❑ **Significant Industrial User** – An industrial user shall be considered a “significant” user if:

- It is subject to categorical pretreatment standards.
- Discharges an average of 10,000 gallons per day or more of process wastewater (excluding sanitary, noncontact cooling and boiler blow down wastewater).
- Contributes a process waste stream that makes up 5% or more of the average dry weather hydraulic or organic capacity of treatment plants.
- Discharges medical/infectious waste, pharmaceutical waste, or radiological waste.
- It is designated as such by the Control Authority on the basis that the industrial user has a reasonable potential for adversely affecting the POTW, violating any pretreatment standard or requirement, or is subject to National Categorical Pretreatment Standards as outlined in 40 CFR 403.6, and 40 CFR chapter I, subchapter N.

If an industrial user meets one of the criteria in this subsection, but does not adversely affect the POTW's operation for violating any pretreatment standard or requirement, the Board may on its own initiative or in response to a petition received from a user, determine that that user not be considered a significant industrial user. This determination will be in accordance with procedures outlined in 40 CFR 403.8(f)(6),

■ **Significant Noncompliance** - A user is considered in noncompliance if it has:

- Chronic violations of wastewater discharge limits, defined as those in which sixty-six percent (66%) or more of all of the measurements taken during a six (6) month period, exceed (by any magnitude) the daily maximum limit, or the average limit for the same pollutant parameter.
- Technical review criteria (TRC) violations, defined as those in which thirty-three (33%) percent or more of all the measurements for each pollutant parameter taken during a six month period equal or exceed the product of the daily average maximum limit or the average limit times the applicable TRC (TRC = 1.4 for BOD, TSS, fats, oil and grease, and 1.2 for all other pollutants except pH).
- Any other violations of a pretreatment effluent limit (daily maximum or longer term average) that the Superintendent has determined has caused, alone or in combination with other discharges, interference or pass through (including endangering the health of POTW personnel or the general public).
- Any discharges of a pollutant that has caused imminent endangerment to human health, welfare or to the environment, or has resulted in the POTW's exercise of its' emergency authority under Article II, Section 147-20 "Imminent Endangerment" of this section to halt or prevent such a discharge.
- Failed to meet, within 90 days after the scheduled date, a compliance schedule milestone contained in local control mechanism or enforcement order, for starting construction, completing construction, or attaining final compliance.

- Failed to provide, within 30 days after the due date, required reports such as baseline monitoring reports, 90-day compliance reports, periodic self monitoring reports, and reports on compliance with compliance schedules.
  - Failed to accurately report noncompliance.
  - Any other violation or group of violations that the Superintendent determines will adversely affect the operation or implementation of the local pretreatment program.
- ☐ **Slug or Slug Load**
- Any discharge of water, wastewater, sewage, or industrial sewage which, in concentration of any given constituent or in quantity of flow, exceeds for any period of duration longer than fifteen (15) minutes, more than five (5) times the average twenty four (24) hour concentration or flow during normal operation.
  - Any discharge at a flow rate or concentration that could cause a violation of the prohibited discharge standards in Section 2.3 of these ordinances; or
  - Any discharge that may adversely affect the collection system and/or performance of the POTW.
- ☐ **Spill** - The release, accidental or otherwise, of any material not normally released to the facilities, which by virtue of its volume, concentration or physical, chemical, radiological, or biological characteristics, creates a hazard to the facilities, their operation, or their personnel. Such characteristics shall include, but are not limited to, volatile, explosive, toxic, or otherwise unacceptable materials.
- ☐ **Standard Industrial Classification (SIC) Code** - A classification pursuant to the *Standard Industrial Classification* manual issued by the United States Office of Management and Budget.
- ☐ **Standard Laboratory Procedure** – Those procedures or tests for the examination of water and wastewater as described in "Standard Methods for the Examination of Water and Wastewater", latest edition, as published jointly by the American Public Health Association, Inc., American Water Works Association, and Water Pollution Control Federation, or EPA approved method published in the Code of Federal Regulations, Title 40, Part 136 (40 CFR Part 136)
- ☐ **State** -The State of New Hampshire.
- ☐ **State Plumbing Rules** - The rules adopted by the Board pursuant to RSA 329-A:15.
- ☐ **Storm Drain** - Sometimes termed storm sewer, is a drain or sewer for conveying stormwater, groundwater, subsurface water, or unpolluted water from any source.
- ☐ **Storm Water** - Any flow occurring during or following any form of natural precipitation, including snowmelt.

- ❑ **Superintendent** - The supervisor of wastewater facilities, wastewater treatment works, and water pollution control of the Town of Hooksett, or his authorized deputy, agent, or representative.
- ❑ **Suspended Solids (SS)** - Solids that either float on the surface, or are in suspension in, water, wastewater, or other liquids, and that are removable by laboratory filtering as prescribed in "Standard Methods for the Examination of Water and Wastewater" and are referred to as nonfilterable residue.
- ❑ **System Development Fee** - A fee charged for the right to connect to the sewage system and to utilize a portion of the capacity of that system.
- ❑ **Total Toxic Organics (TTO)** – Any of the organic substances, alone or in combination, as determined by the Board’s authorized representative, to sufficiently inhibit the operation of the public treatment works or endanger its employees, which may result in violation of air or water quality criteria or which could result in sludge reuse limitations; or at a minimum, shall mean the summation of all values greater than 0.01 mg/L for the toxic organics listed in the Code of Federal Regulations 40 CFR Part 433.11(e) and in the Federal Register at 48 FR 137.
- ❑ **Toxic Organics** - All substances listed in Tables II and V of 40 CFR Part 122, and in Appendix A of this document.
- ❑ **Toxic Pollutants** – Any pollutant listed as such in the Clean Water Act such as biocides, pesticides, and other toxic materials.
- ❑ **Town** - The Town of Hooksett, New Hampshire, acting through the Hooksett Sewer Commission under the provisions of RSA 149-I.
- ❑ **Treatment Works** - Any device or system used in the storage, treatment, recycling, or reclamation of sanitary sewage or industrial waste including the sewage collection system, interceptor sewers, major interceptors, pumping stations, sewage treatment plant, and appurtenant facilities essential to the operation of the entire system.
- ❑ **Unpolluted Water** - Water of quality equal to or better than the effluent criteria in effect or water that would not cause violation of receiving water quality standards and would not be benefited by discharge to the sanitary sewers and wastewater treatment facilities provided.
- ❑ **Upset** – An exceptional incident in which there is unintentional and temporary noncompliance with pretreatment standards because of factors beyond the control of the user. An upset does not include noncompliance to the extent caused by operational error, improperly designed treatment facilities, inadequate treatment facilities, lack of preventive maintenance, or careless and/or improper operation.
- ❑ **Useful Life** – The estimated period during which the Wastewater Facilities of the Town will be operated.
- ❑ **User or Industrial User** - Any person who discharges wastewater or industrial wastewater into the sewerage system of the Town of Hooksett.

- ☐ **User Charge** – That portion of the total wastewater service charge that is levied in a proportional and adequate manner for the cost of operation, maintenance, and replacement of the wastewater treatment works.
- ☐ **Waste** - Substances in liquid, solid, or gaseous form that can be carried in water.
- ☐ **Wastewater** - The spent water of a community. From the standpoint of source, it may be a combination of the liquid and water-carried wastes from residences, commercial buildings, industrial plants, and institutions.
- ☐ **Watercourse** - A natural or artificial channel for the passage of water either continuously or intermittently.
- ☐ **Water Meter** - A water volume measuring and recording device, furnished and/or installed by a user, and approved by the American Water Works Association.
- ☐ **WSPD** – The Water Supply and Pollution Control Division of the New Hampshire Department of Environmental Services.



## **1.5 PREVENTIVE MAINTENANCE PLAN**

The Town of Hooksett Wastewater Department has developed a Preventative Maintenance Plan (PMP) that covers the assets managed in the wastewater collection system, and is a component of the plant's overall Capacity, Management, Operations and Maintenance (CMOM) Plan. The PMP combines preventative, predictive and corrective maintenance strategies with best management practices.

The CMOM and PMP have been prepared to help the Hooksett Wastewater Department effectively manage the wastewater collection system and achieve the following goals:

- A. Prevent public health hazards
- B. Protect the environment
- C. Comply with all State and Federal regulations
- D. Minimize the frequency and impact of SSO's
- E. Minimize complaints from the public
- F. Provide quick response to any disruptions of service
- G. Protect the Wastewater Department's large investment in the sewer collection system, maintaining maximum capacity and extending the life of all associated assets.
- H. Prevent unnecessary damage to public or private property
- I. Efficiently use available funds for infrastructure maintenance and operation of services, and help reduce expenditures for emergency maintenance.
- J. Convey wastewater to the Water Treatment Plant with a minimum of infiltration, inflow and ex-filtration.
- K. Provide a safe work environment for employees of wastewater treatment plant, and strive to prevent or minimize personal injuries.
- L. Utilize evolving technology to increase the effectiveness and efficiency of the Hooksett Wastewater Plant.

## **1.6 ORGANIZATION**

The Hooksett Wastewater Department is an independent department responsible for all aspects of wastewater collection including operation and maintenance of the collection system and pump stations, as well as the maintenance of exterior equipment (trucks, loaders etc.) used to perform necessary functions for the plant. The plant has six (6) full-time employees which include one (1) Superintendent and five (5) operators. Contractors are used for both maintenance and emergency support for breaks, blockages and pump failures, as well as cleaning and video inspection of sewer lines.

## 2. GENERAL SEWER USE REQUIREMENTS

### 2.1 USE OF PUBLIC SEWERS

- A. It shall be unlawful for any person to place, deposit, or permit to be deposited, any human or animal waste, or other objectionable waste, in any unsanitary manner, on public or private property within the Town of Hooksett, or in any area under the jurisdiction of the Board of Sewer Commissioners.
- B. It shall be unlawful to discharge to any natural outlet within the Town of Hooksett any wastewater or other polluted waters.
- C. Except as hereinafter provided, it shall be unlawful to construct or maintain any privy, privy vault, septic tank, cesspool, or other facility intended or used for the disposal of wastewater within the sewer service area.
- D. The Owner(s) of all houses, buildings, or properties used for human occupancy, employment, recreation, or other purposes, situated within the Town of Hooksett and abutting on any street, alley, or right-of-way in which a public sanitary sewer of the Town of Hooksett is located or may in the future be located, is hereby required at the Owner(s) expense to install suitable toilet facilities therein, and to connect such facilities directly with the proper public sewer in accordance with the provisions of these Rules and Regulations, within ninety (90) days after date of official notice to do so, provided that said public sewer is within one hundred (100) ft of said house or building or if a connection has been provided. This distance shall be increased to two hundred (200) ft where the existing subsurface disposal system is considered to have functionally failed. Exceptions from this requirement shall be granted in writing by the Board and such exceptions shall be founded only upon evidence of extreme financial hardship and/or technical difficulty which renders such connection exceptionally burdensome to the Property Owner. Any such exception shall be granted for not more than one year whereupon the Property Owner shall be considered in violation unless having applied for either a renewal of exception or for a sewer connection permit.
- E. At such time as a public sewer becomes available to a property serviced by a private wastewater disposal system, the owner shall connect to the public sewer as provided by the above paragraph. Any septic tanks, cesspools, and similar private wastewater disposal facilities shall be cleaned of sludge and filled with clean mineral soils, and their use shall be discontinued.
- F. Pursuant to the provisions of RSA 147 and RSA 485-A, and any other statutory authority, the Owner of any improved property that is not connected to a public sewer but to which any public sewer is available shall, unless a waiver is granted by the Sewer Commission pursuant to RSA 147:8, connect such improved property within the time outlined in law or the Hooksett Sewer Ordinance, as applicable.
- G. Sewers are for intended use only. No person shall discharge into any public sewer of the Town of Hooksett, or into any fixture that thereafter discharges into any public sewer, any waste or substance other than for which the particular sewer is intended, designed or provided.

- H. No person shall discharge into any Town of Hooksett sewer or any other fixture that thereafter discharges into any public sewer, any waste or substance until all applicable federal, state and local permits have been obtained.

## **2.2 SEWER USE REQUIREMENTS**

- A. General prohibitions: No user shall introduce or cause to be introduced into the POTW any pollutant or wastewater which causes pass through or interference. These general prohibitions apply to all users of the POTW whether or not they are subject to categorical pretreatment standards or any other national, state, or local pretreatment standards or requirements.
- B. No person(s) shall uncover, make any connections with or opening into, use, alter, or disturb any public sewer or appurtenances thereof without first obtaining a written permit from the Superintendent.
- C. It shall be unlawful for any person to construct any private sewer or sewage system that will discharge, either directly or indirectly, into any sewer or other wastewater facility maintained and operated by the Board without having obtained a written permit from the Superintendent.
- D. No person(s) shall discharge or cause to be discharged to the sanitary sewer any stormwater, surface water, groundwater, artesian well water, roof runoff, subsurface drainage, non-contact cooling water, swimming pool water, condensate, deionized water, or unpolluted industrial waters.
- E. No discharge into the sewer system shall pass through or interfere with operation or performance of the POTW and the POTW Residuals Management Program. Bypass is prohibited except where the bypass is unavoidable to prevent loss of life, personal injury, or severe property damage. Notification shall be given to the Board and Fire Department immediately in the event of any bypass.
- F. Each Property Owner connecting to the public sewers shall cease and desist from all further discharge of sewage and/or industrial wastes into any other conduit or pre-existing system, whether privately or publicly owned.
- G. Where a public sanitary sewer is not available, the building sewer shall be connected to a private wastewater disposal system complying with the provisions of RSA 485-A:29-44. The owner(s) shall operate and maintain the private wastewater disposal facilities in a sanitary manner at all times, at no expense to the Town. At no time shall any quantity of industrial waste be discharged to a private domestic wastewater disposal facility.
- H. Existing building sewers may be used in connection with new buildings only when they are found on examination and test by the Superintendent to meet all requirements of these ordinances.

- I. No person(s) shall maliciously, willfully, or negligently break, damage, destroy, uncover, deface, or tamper with any structure, appurtenance or equipment that is part of the POTW.

## **2.3 PERMITS**

- A. No person(s) shall uncover, make any connections with or opening into, use, alter, or disturb any public sewer or appurtenance thereof without first obtaining a written permit from the Board.
- B. There are three (3) classes of building sewer permits.
  1. Residential - Application to Superintendent.
  2. Commercial - Application to Board except for change in ownership in which case to Superintendent.
  3. Industrial - Application to Board except for change in ownership in which case to Superintendent.
- C. In all cases, the Owner or the Owner's Agent shall submit an application form furnished by the Sewer Commission Office. The permit application shall be supplemented by any plans, specifications, or other information considered pertinent in the judgment of the Superintendent. A minimum permit and inspection fee for a residential, commercial, or industrial permit under this Article shall be paid to the Sewer Commission Office at the time the application is filed. Fees for additional inspections required by the nature of the application or construction shall be payable in advance but, in any event, prior to the physical connection of the sewer service to any public sewer. Permits shall not be transferred or reassigned. Permit fees as provided in Appendix D and Appendix D of these ordinances.
- D. There will be no final sign off of any unit until all fees have been paid to the Hooksett Sewer Commission.
- E. All costs and expenses incidental to the installation and connection of the building sewer shall be borne by the Owner(s). The Owner(s) shall indemnify and hold harmless the Board from any loss or damage that may directly or indirectly be occasioned by the installation of the building sewer when the Owner(s) or their Agents perform such work.
- F. A separate and independent sewer service shall be provided for every dwelling unit which is, or is intended to be, under separate ownership (i.e., Condominium, Town House, or any unit which there is a separate title to the dwelling unit). An exception is where one building stands at the rear of another on an interior lot and no private sewer is available, or could be constructed. The front building sewer may then be extended to the rear building and the whole considered as one building sewer, but two separate dwelling units. The Board does not and will not assume any obligation or responsibility for damage caused by or resulting from any such single connection aforementioned.

- G. Old building sewers may, at the discretion of the Superintendent, be used in connection with new buildings if the Superintendent finds the connection to meet all requirements of these Rules and Regulations.
- H. During construction of a new sanitary sewer, the Hooksett Sewer Commission may construct the service connections for existing buildings to the curb, property line, or the edge of the right of way. Construction of the building sewer, including connection to the structures served, shall be the responsibility of the property owner to be connected. The owner shall indemnify and save harmless the Town of Hooksett, its officers, and agents from all loss or damage that may result, directly or indirectly due to the construction of a building sewer on his/her premises or its connection to the service connection. The owner shall thereafter be obligated to pay all costs and expenses of operation, repair, maintenance and reconstruction (if needed) of the building sewer connection.

## **2.4 CONSTRUCTION OF SEWERS**

- A. The construction of the sewer lines shall conform to all requirements of the building and plumbing codes as well as sewer construction portion of these ordinances and/or other applicable rules and regulations the Board and noted on submitted plans. In the absence of code provisions or in amplification thereof, the materials and procedures set forth in appropriate specifications of the ASTM, WEF Manual of Practice No. 9, and/or Division Standards of Design for Sewerage and Wastewater Facilities shall apply.
- B. The connection of the building sewer into public sewer shall be six (6) inch diameter to the property line and made at the "Y" branch, if such branch is available at a suitable location; if not available, a saddle shall be used. In no event will the diameter be less than four (4) inches and the slope of such pipe shall not be less than one-eighth inch per foot. A smooth, neat joint shall be made and the connection made secure and watertight. All connections shall be made gas and watertight and verified by proper testing. Any deviation from the prescribed procedures and materials must be approved by the Superintendent before installation. The Board reserves the right to impose particular standards depending on the project.
- C. Whenever possible, the sewer will be brought to the building at an elevation below the basement floor. No building sewer shall be laid parallel to or within three (3) ft of any bearing wall, which might thereby be weakened. The sewer shall be laid at uniform grade and in straight alignment insofar as possible. Changes in direction shall be made only with properly curved pipe and fittings. 90° bends are not permitted. Building sewers shall contain cleanouts as required by the Board in its standards for materials and construction. In all buildings in which any building drain is too low to permit gravity flow to the public sewer, sanitary sewage carried by such a drain will be lifted by means approved by the Board and discharged to the building sewer at the Owner's expense. There will be clean out every 75 ft.
- D. The connection of floor drains is not allowed where located below the 100-year flood elevation. Any drains that are likely to convey any oil or gas shall be piped through an external oil/gas trap in accordance with the Board Design and Construction Standards for Sewer Works. The trap shall be owned and maintained by the Property Owner and approved by the board.

- E. No person shall obstruct the free flow of air through any drain or soil pipe.
- F. All excavations required for the installation of a building sewer shall be open trench work unless otherwise approved by the Superintendent. Pipe laying and backfill shall be performed in accordance with ASTM specifications. No backfill shall be placed until the work has been inspected by the Superintendent. Such inspection(s) shall in all cases be a prerequisite to approval of building sewers. Any uncovering ordered by the Superintendent for such inspection shall be the responsibility of and at the expense of the building sewer owner.
- G. The Applicant for the building sewer permit shall notify the Superintendent 24 hours before the building sewer is ready for inspection. There will not be any inspections on Saturdays, Sundays, or Holidays. The Superintendent will make the inspection within sixteen (16) working hours from the time of notification unless delayed by unforeseen circumstances. The connection and testing shall be made under supervision of the Superintendent. Any violators will be charged all costs incurred by the Sewer Department to make inspection and any correction.
- H. The building sewer shall be tested for infiltration/exfiltration according to Env-Ws 703.04 or as directed by the Superintendent. All excavations for building sewer installation shall be adequately guarded with barricades and lights so as to protect the public from hazards. Streets, sidewalks, parkways, and other public property disturbed in the course of the work shall be restored in a manner satisfactory to the Superintendent at the Owner's expense when the Owner(s) or their Agents perform such work.
- I. The connection of the building sewer into the public sewer shall conform to all building and plumbing codes or other applicable rules and regulations of the Town of Hooksett. Connections can also be subjected to procedures set forth in appropriate specifications of the ASTM and the WEF Manual of Practice No. FD-5. All such connections shall be made gas and watertight and verified by proper testing. Any deviation from the prescribed procedures and materials must be approved by the Superintendent before installation.
- J. Any person proposing a new discharge into the system or an increase in the volume, beyond limits previously permitted, or in the strength or character of pollutants that are discharged into the system, will make an application to the Board for a modification of their permit at least sixty (60) days prior to the proposed change or connection. No person shall operate with such an increase or change without first having applied for and received a modification to their permit.
- K. Proposed new discharges from residential or commercial sources involving loading exceeding 50 population equivalents (5,000 gpd), any new industrial discharge, or any alteration in either flow or waste characteristics in industrial discharge, must be approved by the Board and the Division.
- L. All costs and expenses for repairs and maintenance of the building sewer from the wall of the building to the public sewer shall be borne by the Owner. If the building sewer needs to be excavated in a State or Town right of way, the owners of the building sewer may ask the Board for assistance. Requests for assistance must be made prior to any excavation.

- M. No person(s) shall make connection of roof downspouts, foundation drains, areaway drains, or other sources of surface runoff or groundwater to a building sewer or building drain, which in turn is connected directly or indirectly to a public sewer.
- N. The Superintendent shall maintain a record of all connections made to public sewers and drains under these ordinances and all repairs and alterations made to building connections or drains connected to or discharging into public sewer and drains of the Town of Hooksett or intended to discharge. All persons concerned shall assist the Superintendent in securing the data needed for such records.

## **2.5 SEWER EXTENSION POLICY**

- A. The Hooksett Sewer Commission reserves the right to extend services from any existing sewer services, and/or extend new lines into existing or proposed Town right-of-way or existing or proposed Commission easements.
- B. Any new extensions, additions, upgrades or expansions of public sewer facilities that are privately constructed to serve proposed new developments/subdivisions, and are intended to be assumed by the Board shall adhere to the following processes:
  - 1. The developer has submitted plans to both the Hooksett Sewer Commission and the Hooksett Planning Board for review and approval.
  - 2. The existing sewer system and treatment plant either has the capacity, or will be upgraded to have the capacity for the proposed extension.
  - 3. The design and construction of the services adhere to all rules and regulations in the construction standards of both the Town of Hooksett, and the Hooksett Sewer Construction Standards.
  - 4. Any sewer extensions that involve pump stations, force mains and gravity sewers have been reviewed and approved by the NH Department of Environmental Services (DES).
  - 5. The developer has formally met with the Board of Sewer Commissioners and received formal approval of the project, and be granted capacity for the project.
  - 6. No sewer service shall be connected from property line to house, and no waste allowed into the public sewer system from a new facility until its installation has been inspected and approved by the Superintendent and all fees paid.
  - 7. The Board shall hold a public hearing prior to the extension of an existing sewer line or the construction of a new sewer line. If the public health and welfare of the community, as determined by the Board and/or health officer, might be adversely affected by delay, the hearing may be waived.
- C. The Developer shall bear all costs of construction of the proposed facilities, and shall reimburse the Board for all costs, both direct and indirect, incurred by the Board in connection with such construction, including but not limited to: plan review, revision, and approval, and any studies performed in connection therewith; actual costs of project

construction; inspection and testing; administrative, engineering, legal and other costs; costs associated with necessary changes to existing Wastewater facilities to provide service to the development.

- D. The Sewer Commission shall require that the developer provide suitable bonds to ensure that capital is available to guarantee completion of the proposed project. The bond value shall be set by the Superintendent/Engineer. The bond value shall generally be \$100.00 per linear foot of gravity or force main pipe. The Board may make adjustments as special conditions warrant.
- E. Consultant Costs: The Board may utilize a consultant for design review, construction inspection, and other related issues where deemed appropriate due to the nature of the proposed work. The Applicant/Owner shall be responsible for the payment of all related costs as follows:
  - 1. The Owner/Contractor must establish an escrow account with the Sewer Commission Office for expenses associated with the consulting services. The amount of funds for the escrow account shall be determined by the Superintendent and/or Consultant, but should be viewed as an estimate, not the total cost of the consulting services. The Owner/Contractor shall be sent copies of invoices with amounts deducted from the escrow account for consulting services. The escrow account must be maintained with sufficient funds at all times to cover these costs. Should an escrow account become depleted, all consulting services shall be halted until such time as the account has been replenished.

## **2.6 EXPANSION OF EXISTING SYSTEM**

Extensions, additions, upgrades, and expansions of public sewer facilities can be made to existing developments or subdivisions within the Town of Hooksett, that do not have sewer facilities.

- A. The Board may construct new sewer facilities if requested in writing by proposed users within the development or subdivision. The Board may also construct new facilities on the advice of the Public Health Officer (or an appropriate environmental agency) that such construction is in the best interest of public health and welfare.
- B. All costs of construction shall be paid by proposed users benefiting from the new sewer facilities. Such costs include, but are not limited to: plan review, revision, and approval, and any studies performed in connection therewith; actual costs of project construction; inspection and testing; administrative, engineering, legal, and other costs; costs associated with necessary changes to existing town facilities needed to provide service to the development. Non-participating properties that later connect to the new sewer facilities after the sewer has been installed will be assessed as if an original participant.
- C. If the sewer is installed reasons of public health and welfare, and the cost of construction would create undue hardship on the Property Owners the Sewer Commission may choose to contribute towards the cost of construction.



- D. In the event that a proposed sewer line extension involves existing developments and proposed developments or subdivision, then the details of the construction and financing shall be determined on a case-by-case basis.

## **2.7 ABANDONMENT OF SERVICE**

No person shall dismantle or move any building having a service entrance into a public sewer without first obtaining an appropriate permit from the Code Enforcement Officer and notifying the Wastewater Superintendent. Before the building is dismantled or moved, the entrance of service into the building shall be sealed with a watertight masonry plug. The plug will be installed under the supervision of the Superintendent, the Owner, at his/her expense, will remove the service and seal the opening to the entrance of the public sewer.

## **2.8 CONTROL MANHOLE**

The control manhole for all building sewers requiring a Pretreatment Permit, including all monitoring and sampling equipment, shall be:

- A. Accessible at all times;
- B. Safely located; and
- C. Installed and maintained by the Property Owner at the Owner's expense.

## **2.9 MAINTENANCE OF BUILDING SEWER**

Every building sewer of any property shall be maintained in a sanitary and safe operating condition by the Owner of such improved property.

## **2.10 FEDERAL CATEGORICAL PRETREATMENT STANDARDS**

The categorical pretreatment standards found at 40 CFR Chapter I, Subchapter N, Parts 405-471 are hereby incorporated.

- A. Where a categorical pretreatment standard is expressed only in terms of either the mass or the concentration of a pollutant in wastewater, the Board may impose equivalent concentration or mass limits in accordance with 40 CFR 403.6(c).
- B. When wastewater subject to a categorical pretreatment standard is mixed with wastewater not regulated by the same standard, the Board shall impose an alternate limit using the combined waste stream formula in 40 CFR 403.6(e).
- C. Any user may obtain a variance from a categorical pretreatment standard if the user can prove, pursuant to the procedural and substantive provisions in 40 CFR 403.13, that factors relating to its discharge are fundamentally different from the factors considered by EPA when developing the categorical pretreatment standard.

- D. A user may obtain a net gross adjustment to a categorical standard in accordance with 40 CFR 403.15 based on intake water.
- E. All industries, which would be subject to categorical pretreatment standards if there were Clean Water Act jurisdiction, shall comply with these standards and any future standards that are promulgated by the EPA. For the purposes of these regulations, such industries shall be considered subject to categorical pretreatment standards.
- F. Upon publication of the federal categorical pretreatment standards for a particular industrial subcategory, the federal standard, if more stringent than limitations under these ordinances for sources in that subcategory, shall, on the compliance date of the categorical pretreatment standards, immediately supersede the limitations imposed under these ordinances.

## **2.11 TOWN OF HOOKSETT PRETREATMENT STANDARDS**

- A. All persons discharging industrial process wastes into public or private sewers connected to the Town of Hooksett's POTW shall comply with applicable federal and state standards for pretreatment of wastes as they may be amended from time to time in addition to the requirements of these ordinances.
- B. Local numerical discharge limitations established by the Town of Hooksett as set forth herein, or may be added in the future, all state pretreatment standards and federal categorical pretreatment standards shall apply, whichever is most stringent.
- C. In developing the list of pollutants of concern for which local limits are established, the Superintendent has considered the allowable headworks loading at the wastewater treatment facility. Pollutants that exceed fifty percent (50%) of their allowable headworks loading at the wastewater treatment facility are considered to be of concern and have resulted in development of local limits. The list of containments and their limits are found in Appendix A of these Ordinances.
- D. The Superintendent shall calculate and administer daily concentrations, limits (i.e. local limits) when required as described below to ensure that the combined industrial pollutant discharge loadings do not cause or contribute to the exceeding of these limitations. For industrial discharge applications, the local limits shall apply at the end of the process train prior to dilution with non-industrial wastewaters.
- E. Daily concentrations are the concentration of a pollutant discharged, determined from the analysis of a flow-composited sample (or other sampling procedure approved by the Superintendent) representative of the discharge over a 24 hour period, or industrial operating schedule of less than 24 hours.
- F. All concentration limits for metals represent "total" metal unless indicated otherwise. The Superintendent may impose mass limitations in addition to, or in accordance with Section 2.8, in place of the concentration-based limitations.

- G. Local limits are developed based on the identification of industrial users known to be discharging each pollutant (industrial contributory flow procedure). Unless specifically identified in an industrial discharge permit, an industrial user shall not discharge the locally limited pollutants at concentrations 20 percent (20%) greater than the background concentrations used for local limits development.
- H. The Board reserves the right to establish, by ordinance or in wastewater discharge permits, more stringent standards or requirements on discharges to the POTW.
- I. An industrial user subject to categorical pretreatment standards shall not discharge to the wastewater facilities after the compliance date of such standards unless an amendment to its Industrial Discharge Permit has been issued by the Board.
- J. Within one hundred twenty (120) days after the effective date of a categorical pretreatment standard, an industry subject to such standard shall submit an application for an IDP Amendment. The Application shall contain the information required in Section 4 of this Article.
- K. Within 90 days following the date for final compliance with applicable categorical pretreatment standards, or in the case of a new industrial user following introduction of wastewater into the sewer, any industrial user subject to pretreatment standards and requirements shall submit to the Board a report indicating the nature and concentration of all pollutants in the discharge from the regulated process which are limited by pretreatment standards and the average and maximum daily flow for these process lines. The report shall state whether the applicable pretreatment standards are being met on a consistent basis, and, if not, what additional O&M and/or pretreatment is necessary to bring the industrial user into compliance with the applicable pretreatment standards. This statement shall be signed by an authorized representative.
- L. At least 90 days prior to the commencement of a discharge, new sources and sources that become Industrial Users subsequent to the promulgation of an applicable categorical standard, shall be required to submit to the Board a report which contains the information listed in 40 CFR 403.12(b)(1)-(5) and demonstrates compliance with applicable laws, rules, regulations, codes, and standards. New sources shall also be required to include in this report information on the method of pretreatment the user intends to use to meet applicable pretreatment standards. New sources shall give estimates of the information required in 40 CFR 403.12(b)(4) and (5) and Env-Ws 904.
- M. Specific discharge limits on pollutant(s) shall be developed and continue to be developed as necessary, and shall be effectively enforced by the Board.
- N. Where the Board develops specific prohibitions or limits on pollutants or pollutant parameters, such limits shall be deemed Pretreatment Standards.

- O. Compliance with applicable pretreatment standards and requirements of Industrial Users shall be enforced by the Board in accordance with these Rules and Regulations. See Appendix A for wastewater contaminant limits.
- P. Fume toxicity, explosivity, and ignitability screening levels will be developed where appropriate, for individual industrial discharges based on wastewater composition. Such screening levels shall be generated on the basis of standard conditions applicable to the specific discharge. Fume toxicity screening levels shall be adjusted when administered as limits to account for the pH, temperature, dilution, other toxic fumes, and ventilation present at the site of the particular discharge.
- Q. Discharges should not contain unusual BOD, total suspended solids (TSS), total dissolved solids (TDS), alkalinity, or chlorine requirements in such quantities as to constitute a significant load on sewage treatment works.
- R. If any waters or wastes are discharged or are proposed to be discharged to the public sewers, which contain the substances or possess the characteristics enumerated in Subsection 3.6 of these ordinances, and which in the judgment of the Superintendent may have a deleterious effect upon the wastewater facilities, processes, equipment, residuals management program, or receiving waters, or which otherwise create a hazard to life, or constitute a public nuisance, the Board may:
  - 1. Reject the wastes.
  - 2. Require pretreatment to an acceptable condition for discharge to the public sewers.
  - 3. Require control over the quantities and rates of discharge.
  - 4. Require payment to cover added cost of handling and treating the wastes.
- S. The Board may require a user of sewer services to provide information needed to determine compliance with these Rules and Regulations. Such information may include:
  - 1. Wastewater discharge peak rates and volume over a specified time period.
  - 2. Chemical analyses of wastewaters.
  - 3. Information on raw materials, processes, and products affecting wastewater volume and quality.
  - 4. Quantity and disposition of specific liquid, sludge, oil, solvent, or other materials important to sewer use control.
  - 5. A line diagram of the production process showing the origin of each waste stream.
  - 6. A plot plan of sewers on the user's property showing sewer and pretreatment facility location.

7. A listing of all chemicals used in the facility that could be discharged to the sewer.
  8. Plans and specifications of wastewater pretreatment facilities.
  9. Details of systems to prevent and control the losses of materials through spills to the municipal sewer.
- T. All measurements, tests, and analyses of the characteristics of waters and wastes to which reference is made in these Rules and Regulations shall be determined in accordance with EPA approved methods published in the Code of Federal Regulations, Title 40, Part 136 (40 CFR 136) and 40 CFR Part 122, or if none are available, then with methods specified in the latest edition of "Standard Methods for the Examination of Water and Wastewater," published by the American Public Health Association. Sampling methods, locations, times, durations, and frequencies are to be determined on an individual basis subject to approval by the Board.
- U. No statement contained in this Article shall be construed as preventing any special agreement or arrangement between the Board and any industrial user whereby an industrial waste of unusual strength or character may be accepted by the Board for treatment, provided that such agreements do not contravene any requirements of existing federal or state laws, and/or regulations promulgated there under, are compatible with any User Charge System in effect, and do not waive applicable National Categorical Pretreatment Standards.

## **2.12 SCREENING LEVELS**

Screening levels are numerical values above which actions are initiated to evaluate, prevent or reduce adverse impacts due to flammability, chemical reactivity, organic/solids loadings, or worker health and safety.

If any of the screening levels are exceeded, repeat analysis must be performed to verify compliance or non-compliance with that screening level. If noncompliance is confirmed, then the industrial user may be required, at the discretion of the Superintendent, to conduct an appropriate engineering evaluation to determine the potential impact of the discharge of this pollutant to the Town of Hooksett's POTW or alternatively, to develop a pollution prevention plan specifically addressing the pollutant that exceeds the screening level. This study or plan must be conducted under the supervision and approval of the Town of Hooksett. Should the evaluation indicate the impact to be unsatisfactory, the Industrial User shall reduce the pollutant concentration to a satisfactory level. If the evaluation supports development of an alternate site-specific limitation, then the screening level shall be adjusted and administered as a limit for the specific discharge.

## **2.13 MASS-BASED LIMITATIONS**

Users implementing process changes may request that compliance be determined based on mass limitations in lieu of concentration limitations. Such mass-based limitations will be calculated

from the permitted concentration-based limitations and flows, and shall be equivalent to or less than the mass discharge in effect at the time of the request. The intent of a mass-based limit is to encourage and allow pollution prevention and/or water conservation measures that might cause a facility to increase pollutant concentrations in its discharge even though the total mass of the pollutant discharged does not increase, and may in fact decrease. Decisions on grant requests for mass-based compliance limitations will be based on user specific information and current operating conditions of the POTW, and will be at the discretion of the Superintendent. Implementation of mass-based limitations may not contravene any requirements of federal or state laws and/or regulations implemented, and may not waive applicable categorical pretreatment standards.

## **2.14 RIGHT OF REVISION**

The discharge standards and requirements set forth in these ordinances are established for the purpose of preventing discharges to the POTW that would harm the sewers, wastewater treatment process, or equipment; would have an adverse effect on the receiving stream; or would otherwise endanger lives, public property, or constitute a nuisance.

To meet these objectives, the Superintendent may from time to time, review and set more stringent standards or requirements than those established if, in the Superintendent's opinion, more stringent standards or requirements are necessary. At a minimum, this review will be performed at least once every five (5) years. In forming this opinion, the Superintendent may give consideration to such factors as the quantity of waste in relation to flows and velocities in the sewers, materials of construction of the sewers, the wastewater treatment process employed, capacity of the wastewater treatment facility, degree of treatability at the wastewater treatment facility, pollution prevention activities, and other pertinent factors. The limitations or restrictions on materials or characteristics of waste or wastewaters discharged to the sanitary sewer shall not be exceeded without the approval of the Superintendent.

## **2.15 DILUTION**

No user shall ever increase the use of process water or wastewater, or in any way attempt to dilute a discharge limitation unless expressly authorized by an applicable pretreatment standards or requirement. The Board may impose mass limitations on users who are using dilution to meet applicable pretreatment standards or requirements, or in other cases when the imposition of mass limitations is appropriate.

### **3. PRETREATMENT OF WASTEWATER**

#### **3.1 PRETREATMENT FACILITIES**

Users shall provide wastewater treatment, as necessary, to comply with these ordinances and shall achieve compliance with all categorical pretreatment standards, local limits, and the prohibitions set out in Section 2 of these ordinances within the time limitations specified by EPA, the State, or the Board, whichever is more stringent. Any facilities necessary for compliance shall be provided, operated, and maintained at the user's expense. Detailed plans describing such facilities and operating procedures shall be submitted to the Board for review, subject to the requirements of all applicable codes, ordinances and laws, and shall be acceptable to the Board before such facilities are constructed. The review of such plans and operating procedures shall in no way relieve the user from the responsibility of modifying such facilities, as necessary, to produce a discharge acceptable to the Board under the provisions of these ordinances. Such facilities shall not be connected to the sanitary sewer until said approval is obtained in writing. Plans and specifications for a proposed pretreatment facility shall be the result of the design and shall bear the stamp of a professional engineer registered in the State of New Hampshire. All costs for such shall be borne by Owner.

#### **3.2 ADDITIONAL PRETREATMENT MEASURES**

- A. Whenever deemed necessary, the Board may designate that certain wastewater be discharged only into specific sewers, relocate and/or consolidate points of discharge, separate sewage waste streams from industrial waste streams, and such other conditions as may be necessary to protect the POTW, and determine the user's compliance with the requirements of these ordinances.
- B. The Board may require any person discharging into the POTW to install and maintain, on their property and at their expense, a suitable storage and flow-control facility to ensure equalization of flow. A wastewater discharge permit may be issued solely for flow equalization and shall be evaluated by the Board at the Owners expense.
- C. Restaurants, prepared food producers, and any commercial establishment discharging grease or fat materials into the sewer system shall install an approved grease trap through which all such waste shall flow. No discharge from water closets, urinals, etc. shall be piped through the grease trap. Such grease traps shall be constructed outside of the building and shall be readily accessible by Hooksett Sewer Department personnel at all times. They shall have a minimum of 24 hours usable storage volume or 1,000 gallons storage capacity, whichever is greater. The owner/developer/contractor shall submit engineering computations verifying that the grease trap is sized in accordance with the above criteria.
- D. Any establishment likely to discharge gas, oil, petroleum or grit into the sewer system shall install an approved oil/water/grit separator through which all such waste shall flow. No discharge from water closets, urinals, etc. shall be piped through the separator. Separators shall be constructed outside of the building and shall be readily accessible by Hooksett Sewer

Department personnel at all times. They shall have a minimum of 24 hours usable storage volume or 1,000 gallons storage capacity, whichever is greater. The owner/developer/contractor shall submit engineering computations verifying that the grease trap is sized in accordance with the above criteria.

- E. When required by the Board, the Owner of any property served by a building sewer carrying industrial wastes shall install a suitable control manhole in the building sewer to facilitate observation, sampling, and measurement of the wastes. Such manhole, when required, shall be accessible, safely located, and shall be constructed in accordance with plans approved by the Superintendent. The manhole shall be installed by, and be maintained at the expense of the Owner, so as to be safe and accessible at all times. All lines will be 6-inch diameter or larger and will connect into a manhole. Industrial users shall plan monitoring point(s) prior to the mixing of waste streams. Industrial waste streams may be combined with other waste streams (i.e., sanitary, cooling water, etc.) downstream of the monitoring points.
- F. Users with the potential to discharge flammable substances may be required to install and maintain an approved combustible gas detection meter.
- G. It shall be illegal to meet requirements of these regulations by diluting wastes in lieu of proper pretreatment.
- H. A notice shall be permanently posted and plainly visible to industrial user's personnel that are responsible for managing wastewater discharges, which shall instruct all employees whom to call in the event of a spill, slug discharge, pretreatment upset, or bypass. Employers shall ensure that all employees know they are required to notify of the Superintendent immediately in the case of any such discharge.
- I. If the Superintendent allows the pretreatment or equalization of waste flows, the design and installation of the systems and equipment shall be subject to the review and approval of the Superintendent and DES.
- J. Bypass is prohibited except:
  - 1. Where the bypass is unavoidable to prevent loss of life, personal injury, or severe property damage. The industrial user shall notify the Superintendent and Fire Department immediately in the event of any bypass.
  - 2. The user submitted notices, as required, pursuant to Env-Ws 1205.14(d) and Env-Ws 1205.15(a)



### **3.3 ACCIDENTAL DISCHARGE/SLUG CONTROL PLANS**

At least once every two (2) years, the Superintendent shall evaluate whether each significant industrial user needs an accidental discharge/slug control plan. The Superintendent may require any user to develop, submit for approval, and implement such a plan. Alternatively, the Superintendent may develop a plan for any user. An accidental discharge/slug control plan shall address, at a minimum, the following:

- A. Description of discharge practices, including non-routine batch discharges.
- B. Description of stored chemicals.
- C. Procedures for immediately notifying the Superintendent of any accidental or slug discharge, as required by Section 7.6 of these ordinances.
- D. Procedures to prevent adverse impact from any accidental or slug discharge. Such procedures include, but are not limited to, inspection and maintenance of storage areas, handling and transfer of materials, loading and unloading operations, control of plant site runoff, worker training, building of containment structures or equipment, measures for containing toxic organic pollutants, including solvents, and/or measures and equipment for emergency response. Facilities to prevent accidental discharges shall be provided and maintained at the industrial user's expense.

### **3.4 HAULED WASTEWATER**

- A. Neither septage nor grease is accepted at the Wastewater Treatment Plant or system.
- B. The discharge of any industrial waste to the sanitary sewer is prohibited without a valid IDP.
- C. The Superintendent shall investigate instances of non-compliance with industrial pretreatment standards and requirements.
- D. Information and data submitted to the Board under this Article relating to wastewater discharge characteristics shall be available to the public. Other such information shall be available to the public to the extent authorized by the Board.

### **3.5 PRIVATE WASTEWATER DISPOSAL**

Septage is not accepted at the Wastewater Treatment Plant.

### **3.6 PROHIBITED DISCHARGE STANDARDS**

Pollutants, substances, or wastewater prohibited by this section shall not be processed or stored in such a manner that they could be accidentally discharged to the POTW.

## **General Prohibitions**

No user shall introduce or cause to be introduced into the POTW any pollutant or wastewater that causes pass-through or interference. These general prohibitions apply to all users of the POTW whether or not they are subject to categorical pretreatment standards or any other federal, state, or local pretreatment standards or requirements.

## **Specific Prohibitions**

No person(s) shall discharge or cause to be discharged any of the following described waters or wastes to any public sewers:

- A. Pollutants which create a fire or explosion hazard in the POTW, including, but not limited to: (1) waste streams with a closed cup flashpoint of less than 140 °F (60 °C) using the test methods specified in 40 CFR 261.21; and, (2) any pollutant which causes an exceedance of 10% of the lower explosive limit as measured by an explosimeter at the point of discharge or at any point within the sewer, POTW, or associated systems.
- B. Any industrial wastes including oxygen demanding wastes (BOD, etc.) at a flow rate and/or concentration which would cause interference with the wastewater treatment works or residuals management program, constitute a hazard to humans or animals, create a public nuisance, exceed any applicable National Categorical Pretreatment Standards, or cause pass through.
- C. Any waters or wastes having pH lower than 5.0 or higher than 11.0 or having any other corrosive property capable of causing damage or hazard to structures, equipment, and personnel of the wastewater works.
- D. Solid or viscous substances in quantities or of such size capable of causing obstruction to the flow in sewers, or other interference with the proper operation of the wastewater facilities or residuals management program such as, but not limited to, ashes, bones, cinders, sand, mud, straw, shavings, metal, glass, rags, feathers, tar, plastics, wood, whole blood, paunch manure, hair and fleshing, entrails and paper dishes, cups, milk containers, etc., either whole or ground by garbage grinders. In no case can solids be greater than 2 inches or 5 centimeters in any dimension.
- E. Pollutants, including oxygen-demanding pollutants (BOD, COD etc.), released in a discharge at a flow rate and/or pollutant concentration that either singly or by interaction with other pollutants, would cause interference with the POTW.
- F. Wastewater having a temperature greater than 150 °F (65°C), or which will inhibit biological activity in the treatment plant resulting in interference, but in no case wastewater which causes the temperature at the introduction to the treatment plant to exceed 104 °F (40 °C).
- G. Petroleum oil, non-biodegradable cutting oil, or products of mineral oil origin in amounts greater than 25 mg/L or in amounts that will cause interference or pass through.

- H. Pollutants which result in the presence of toxic gases, vapors, or fumes within the sewer, POTW, or associated systems in a quantity that may cause worker health and safety problems or exceed an exposure limit.
- I. Currently, the Hooksett Wastewater Treatment Plant does not accept hauled waste. If at any time in the future it does begin to accept it, hauled waste will be limited if such disposal can result in:
1. Noxious or malodorous liquids, gases, or other wastewater which, either singly or by interaction with other wastes, are sufficient to create a public nuisance or a hazard to life, or to prevent entry into the sewers for maintenance or repair.
  2. Household hazardous wastes including, but not limited to: paints, stains, thinners, pesticides, herbicides, anti-freeze, transmission and brake fluids, motor oil and battery acid.
  3. Any medical, infectious, pharmaceutical or radiological waste except as specifically authorized in a discharge permit.
  4. Wastewater which imparts color which cannot be removed by the treatment process, such as, but not limited to, dye wastes and vegetable tanning solutions, which consequently imparts color to the treatment plant's effluent, thereby violating the Board's NPDES permit.
  5. Any radioactive wastes or isotopes of such half-life or concentration as may exceed limits established by the Board in compliance with applicable state and federal regulations.
  6. Any treatment residue, sludge, scum, solid or material resulting from the management of such materials, unless specifically permitted by the Board. Sludges, screenings, or other residues from the pretreatment of industrial wastes are also prohibited.
  7. Any slurry solutions of suspended or dissolved inert materials.
  8. Any solutions of dissolved inert materials, such as, but not limited to:  
  
Sodium chloride  
Sodium sulfate
  9. Any pathogenic, infectious, or physically dangerous medical or biological waste or any wastewater which results from the management or treatment of such wastes, except as specifically authorized by the Board in a wastewater discharge permit.
  10. Wastewater causing, alone or in conjunction with other sources, the treatment plant's effluent to fail a toxicity test.
  11. Detergents, surface-active agents, or other substances that may cause excessive foaming in the POTW.

12. Fats, oils, or greases of animal or vegetable origin in concentrations greater than 100 mg/L or containing substances that may solidify or become viscous at temperatures between 32-150 °F.
13. Wastewater causing any single reading on an explosion hazard meter at the point of discharge into the POTW, or at any point in the POTW, of more than 10% of the Lower Explosive Limit of the meter.
14. Any garbage that has not been properly shredded. Garbage grinders may be connected to sanitary sewers from homes, hotels, institutions, restaurants, hospitals, catering establishments, or similar places where garbage originates from the preparation of food in kitchens for the purpose of consumption on the premises or when served by caterers.
15. Quantities of flow, concentration, or both which constitute a "slug" as defined herein.
16. Waters or waste-containing substances that are not amenable to treatment by the wastewater treatment process employed, adversely impact residuals management, or are amenable to treatment only to such degree that the wastewater treatment plant effluent cannot meet the permitted discharge.
17. Any water or wastes which are reactive or, by interaction with other water or wastes in the public sewer system, release toxic, flammable, explosive, or obnoxious gases, form suspended solids which interfere with the collection system, or create a condition detrimental to structures, treatment process, and residuals management.
18. Any hazardous waste or any wastewater that results from the management or treatment of hazardous waste listed or designated by DES under Env-Wm 400.
19. Any waters or wastes containing heavy metals, solvents, and similar objectionable or toxic substances to such degree that any such material discharged to the public sewer exceeds the limits established by the Board, the State, or the National Categorical Pretreatment standards, as promulgated by the EPA, for such materials.
20. Any filter backwash not specifically authorized to be discharged by a permit issued to the discharger by the Board; any filter backwash that is not treated to meet the requirements established herein, unless specifically permitted by the Board.
21. Any wastewaters which contain polychlorinated biphenyl (PCBs), dioxins, Phenanthrene chlorinated naphthalenes; Fluoranthene, Hexachlorobutadiene or pesticides, unless specifically permitted by the Board.
22. Wastes or wastewater from outside the Town of Hooksett, unless the wastes or wastewater is discharged pursuant to the Board policy and rules for sewer connections serving property located outside the Town of Hooksett.

## **4. INDUSTRIAL WASTEWATER DISCHARGE PERMIT APPLICATION**

### **4.1 WASTEWATER ANALYSIS**

When requested by the Superintendent, a user must submit information on the nature and characteristics of its wastewater within 20 days of the request. The Board is authorized to prepare a form for this purpose and may periodically require users to update this information.

### **4.2 WASTEWATER DISCHARGE PERMIT REQUIREMENTS**

- A. No significant industrial user shall discharge wastewater into the POTW without first obtaining a wastewater discharge permit from the Board, except that a significant industrial user that has filed a timely application pursuant to Section 5 of these ordinances may continue to discharge for the time period specified therein.
- B. The Superintendent may require other users to obtain wastewater discharge permits as necessary to carry out the purposes of these ordinances.
- C. Any violation of the terms and conditions of a wastewater discharge permit shall be deemed a violation of these ordinances and subjects the wastewater discharge permittee to the sanctions set out in Section 9 of these ordinances. Obtaining a wastewater discharge permit does not relieve a permittee of its obligation to comply with all federal and state pretreatment standards or requirements or with any other requirements of federal, state, and local law.
- D. Wastewater Discharge Permit Application Fees:
  - 1. Residential           \$50.00
  - 2. Commercial       \$150.00
  - 3. Industrial           \$200.00
- E. Consultant Costs: The Board may utilize a consultant for design review, construction inspection, and other related issues where deemed appropriate due to the nature of the proposed work. The Applicant/Owner shall adhere to the guidelines for Escrow as related in section 4.3 #8-1.

### **4.3 WASTEWATER DISCHARGE PERMITTING: NEW CONNECTIONS**

Any user required to obtain a wastewater discharge permit, who proposes to begin or recommence discharging into the POTW, must obtain such permit prior to the beginning or recommencing of such discharge. An application for this wastewater discharge permit, in accordance with Subsection 5.4 of these ordinances, must be filed at least 60 days prior to the date upon which any discharge will begin or recommence.

An industry proposing a new discharge or a change in volume or character of its existing discharge must submit a complete IDP application to the Board at least 60 days prior to the

commencement of such discharge. The submitted application must include plans and engineering drawings, stamped by a registered New Hampshire professional engineer, of the proposed pretreatment facilities. Upon approval of the application by the Board, the Board will issue a new or amended IDP in accordance with the procedures outlined in this Article.

#### **4.4 WASTEWATER/INDUSTRIAL DISCHARGE PERMIT APPLICATION CONTENTS**

All persons required to obtain any wastewater discharge permit must submit an application containing information required under applicable state and federal pretreatment regulations. All industrial uses must receive DES approval for any new industrial discharge, or any significant alteration in either flow or waste characteristics, in accordance with the Town of Hooksett's NPDES permit. Such approvals shall be obtained in accordance with these ordinances.

**Applications, at a minimum, shall include:**

- A. The name, address and telephone numbers of the facility, including the name of the Operators and Owners.
- B. A list of all environmental permits held by or for the facility.
- C. A brief description of the nature, average rate of production, and Standard Industrial Classification of the operation(s) carried out at such facility including a schematic process diagram that indicates points of discharge carried out by such user.
- D. Information showing the measured averaged daily and maximum daily flow, in gallons per day, to the POTW from regulated process streams and from other streams, as necessary, to allow use of the combined waste stream formula set out in 40 CFR 403.6(e).
- E. Description of activities, facilities, and plant processes on the premises, including a list of all raw materials and chemicals used or stored at the facility which are, or could accidentally or intentionally be, discharged to the POTW.
- F. A schematic diagram showing the production process, including the origin of each waste stream.
- G. Number and type of employees, and proposed or actual hours of operation.
- H. Each product produced by type, amount, process or processes, and rate of production.
- I. Type and amount of raw materials processed (average and maximum per day).
- J. Site plans, floor plans, mechanical and plumbing plans, and details to show all sewers, floor drains, and appurtenances by size location, and elevation, and all points of discharge.
- K. An identification of the categorical pretreatment standards applicable to each regulated process.
- L. Time and duration of discharges.

- M. An analysis identifying the nature and concentration of pollutants in the discharge.
- N. Notification to the Board of any proposed or existing discharge of listed or characteristic hazardous waste.
- O. In those instances in which the industrial user provides notification of discharge of hazardous wastes, the industrial user shall also provide the following certification: "I certify that the company has a program in place to reduce the volume and toxicity of hazardous wastes generated to the degree the company has determined to be economically practical."
- P. A schedule of actions to be taken to comply with discharge limitations.
- Q. Additional information, as determined by the Board, may also be required.
- R. Any other information which may be needed to meet the baseline monitoring requirements applicable to industrial users subject to national Categorical Pretreatment Standards.

#### **4.5 APPLICATION SIGNATORIES AND CERTIFICATION**

All wastewater discharge permit applications and user reports must be signed by an authorized representative of the user and contain the following certification statement:

"I certify, under penalty of law, that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to ensure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations."

Incomplete or inaccurate applications will not be processed and will be returned to the user for revision.

#### **4.6 WASTEWATER DISCHARGE PERMIT DECISIONS**

The Board will evaluate the data furnished by the user and may require additional information. Within 60 days of receipt of a complete wastewater discharge permit application, the Board will determine whether or not to issue a wastewater discharge permit. The Board may deny any application for a wastewater discharge permit.

## **5. WASTEWATER DISCHARGE PERMIT ISSUANCE PROCESS**

### **5.1 WASTEWATER DISCHARGE PERMIT DURATION**

A wastewater discharge permit shall be issued for a specified time period, not to exceed five (5) years from the effective date of the permit. A wastewater discharge permit may be issued for a period less than five (5) years, at the discretion of the Board. Each water discharge permit will indicate a specific date upon which it will expire.

### **5.2 WASTEWATER DISCHARGE PERMIT CONTENTS**

A wastewater discharge permit shall include such conditions as are deemed reasonably necessary by the Board to prevent pass through or interference, protect the quality of the water body receiving the treatment plant's effluent, protect worker health and safety, facilitate sludge management and disposal, and protect against damage to the POTW.

A. Wastewater discharge permits must contain:

1. Contact name, street address, mailing address, and telephone numbers.
2. A statement indicating whether pretreatment and self-monitoring facilities are required.
3. A statement that indicates wastewater discharge permit duration, which in no event shall exceed three (3) years.
4. A statement that the Wastewater Discharge Permit is nontransferable without prior notification to and approval by the Board in accordance with Subsection 6.5 of these ordinances, and provisions for furnishing the new Owner or Operator with a copy of the existing wastewater discharge permit.
5. Effluent limits based on applicable pretreatment standards.
6. Self monitoring, sampling, reporting, notification, and record-keeping requirements. These requirements shall include an identification of parameters to be monitored, sampling location, sampling frequency, and sample type based on federal, state, and local law.
7. A statement of applicable civil and criminal penalties for violation of pretreatment standards and requirements, and any applicable compliance schedule. Such schedule may not extend the time for compliance beyond that required by applicable federal, state, or local law.
8. A requirement that the industrial user provide notice of slugs, bypass, or noncompliance.

B. Wastewater Discharge Permits may contain, but need not be limited to, the following conditions:



1. Limits on the average and/or maximum rate of discharge, time of discharge, and/or requirements for flow regulation and equalization.
2. Requirements for the installation of pretreatment technology, pollution control, or construction of appropriate containment devices, designed to reduce, eliminate, or prevent the introduction of pollutants into the treatment works.
3. Requirements for the development and implementation of spill control plans or other special conditions including management practices necessary to adequately prevent accidental, unanticipated, or non-routine discharges.
4. Development and implementation of waste minimization plans to reduce the amount of pollutants discharged to the POTW.
5. The unit charge or schedule of user charges and fees for the management of the wastewater discharged to the POTW.
6. Requirements for installation and maintenances of inspection, sampling facilities, and equipment.
7. A statement that compliance with the wastewater discharge permit does not relieve the permittee of responsibility for compliance with all applicable federal and state pretreatment standards, including those which become effective during the term of the wastewater discharge permit.

### **5.3 WASTEWATER DISCHARGE PERMIT APPEALS**

The Hooksett Sewer Commission shall act as a hearing board for arbitration of differences between the Town and sewer users on matters concerning interpretation and execution of the provisions of these Rules and Regulations by the Board.

- A. Failure to submit a timely petition (within thirty (30) days of issuance or non-issuance) for review shall be deemed a waiver of the administrative appeal.
- B. In its petition, the appellant user must indicate the Discharge Permit provision (s) objected to, the reasons for this objection, and the alternative condition it would like to impart.
- C. The effectiveness of the permit shall not be stayed pending appeal.
- D. If there is no response to the submission by the Superintendent, the request should be deemed denied.

## **5.4 WASTEWATER DISCHARGE PERMIT MODIFICATION**

The Board may modify a wastewater discharge permit for good cause, including, but not limited to, the following reasons:

- A. To incorporate any new or revised federal, state or local pretreatment standards or requirements.
- B. To address significant alterations or additions to the user's operation, processes, or wastewater volume or character since the time of wastewater discharge permit issuance.
- C. A change in the POTW that requires either a temporary or permanent reduction or elimination of the authorized discharge.
- D. Information indicating that the permitted discharge poses a threat to the Hooksett Wastewater POTW, personnel, or the receiving waters.
- E. Violation of any terms or conditions of the wastewater discharge permit.
- F. Misrepresentations or failure to fully disclose all relevant facts in the wastewater discharge permit application or in any required reporting.
- G. Revision of or a grant of variance from categorical pretreatment standards pursuant to 40 CFR 403.13.
- H. To correct typographical or other errors in the wastewater discharge permit.
- I. To reflect a transfer of the facility ownership or operation to a new Owner or Operator.

## **5.5 WASTEWATER DISCHARGE PERMIT TRANSFER**

Wastewater discharge permits may be transferred to a new Owner or Operator only if the Permittee gives at least 90 days advance notice to the Board and the Board approves the wastewater discharge permit transfer. The notice to the Board must include a written certification by the new Owner or Operator which:

- A. States that the new Owner and/or Operator have no intent to change the facility's operations and processes.
- B. Identifies the specific date on which the transfer is to occur.
- C. Acknowledges full responsibility for complying with the existing wastewater discharge permit.

Failure to provide advance notice of a transfer renders the wastewater discharge permit void as of the date of facility transfer. If the Board does not approve transfer of the existing permit, a new permit must be applied for as in Subsection 5.4.

## **5.6 WASTEWATER DISCHARGE PERMIT REVOCATION**

Revocation of a Wastewater Discharge Permit can be enacted for the following reasons:

- A. Failure to notify the Board of significant changes to the wastewater prior to the changed discharge.
- B. Failure to provide prior notification to the Board of changed conditions pursuant to Subsection 7.5 of these ordinances.
- C. Falsifying monitoring reports.
- D. Tampering with monitoring equipment.
- E. Refusing to allow the Superintendent timely access to the facility premises and records.
- F. Failure to meet effluent limitations.
- G. Failure to pay fines.
- H. Failure to pay sewer charges and/or fees.
- I. Failure to meet compliance schedules.
- J. Failure to complete a wastewater survey or the Wastewater Discharge Permit Application.
- K. Failure to timely resample and analyze the discharge, if so directed by the Superintendent.
- L. Failure to provide advance notice of the transfer of business ownership of a permitted facility.
- M. Violation of any pretreatment standard or requirement, or any terms of the wastewater discharge permit or these ordinances.

Wastewater discharge permits shall be voidable upon cessation of operations or transfer of business ownership. All wastewater discharge permits issued to a particular user are void upon the issuance of a new wastewater discharge permit to that user.

## **5.7 WASTEWATER DISCHARGE PERMIT REISSUANCE**

A user with an expiring wastewater discharge permit shall apply for wastewater discharge permit reissuance by submitting a complete permit application, in accordance with Subsection 4.4 of these ordinances, a minimum of 90 days prior to the expiration of the user's existing wastewater discharge permit. Under no circumstances shall the permittee continue to discharge without an effective permit.

An expired permit will continue to be effective and enforceable until the permit is reissued if:

- A. The industrial user has submitted a complete permit application at least ninety (90) days prior to the expiration date of the user's existing permit; and

- B. The failure to reissue the permit, prior to expiration of the previous permit, is not due to any failure to act on the part of the industrial user.

## **5.8 REGULATION OF WASTE RECEIVED FROM OTHER JURISDICTIONS**

In the event the Wastewater Plant begins to accept hauled waste from another municipality or user located within another municipality, the Board shall enter into an inter-municipal agreement with the contributing municipality.

Prior to entering into an agreement required above paragraph, the Board shall request the following information from the contributing municipality:

- A. A description of the quality and volume of wastewater discharged to the POTW by the contributing municipality.
- B. An inventory of all users located within the contributing municipality that is discharging to the POTW.
- C. Such other information as the Board may deem necessary.
- D. An inter-municipal agreement, as required by Paragraph A, above, shall contain the following conditions:
  - 1. A requirement for the contributing municipality to adopt a Sewer Use Ordinance that is at least as stringent as these ordinances and local limits that are at least as stringent as those set out in Subsection 2.4 of these ordinances. The requirement shall specify that such Ordinance and limits must be revised, as necessary, to reflect changes made to the Board's Ordinance or local limits.
  - 2. A requirement for the contributing municipality to submit a revised user inventory on at least an annual basis.
  - 3. A provision specifying which pretreatment implementation activities, including wastewater discharge permit issuance, inspection and sampling, and enforcement, will be conducted by the contributing municipality; which of these activities will be conducted by the Board; and which of these activities will be conducted jointly by the contributing municipality and the Board.
  - 4. A requirement for the contributing municipality to provide the Board with access to all information the contributing municipality obtains as part of its pretreatment activities.
  - 5. Limits on the nature, quality, and volume of the contributing municipality's wastewater at the point where it discharges to the POTW.
  - 6. Requirements for monitoring the contributing municipality's discharge.
  - 7. A provision ensuring the Superintendent access to the facilities of users located within the contributing municipality's jurisdictional boundaries for the purpose of inspection, sampling, and any other duties deemed necessary by the Board.
  - 8. A provision specifying remedies available for breach of the terms of the inter-municipal agreement.
  - 9. Where the contributing municipality has the primary responsibility for permitting, compliance monitoring, or enforcement, the inter-municipal agreement should specify

that the Board has the right to take legal action to enforce the terms of the contributing municipality's Ordinance or to impose and enforce pretreatment standards and requirements directly against noncompliant dischargers in the event the contributing jurisdiction is unable or unwilling to take such action.

## 6. REPORTING REQUIREMENTS

### 6.1 BASELINE MONITORING REPORTS

- A. Every 180 days from date of issuance, categorical users currently discharging to or scheduled to discharge to the POTW shall submit to the Board a report which contains the information listed in Paragraph B, below. At least ninety (90) days prior to commencement of their discharge, new sources, and sources that become categorical users subsequent to the promulgation of an applicable categorical standards, shall submit to the Board a report which contains the information listed in Paragraph B, below. A new source shall report the method of pretreatment it intends to use to meet applicable categorical standards. A new source also shall give estimates of its anticipated flow and quantity of pollutants to be discharged.
- B. Users described above shall submit the information set forth below:
1. Identifying information: The name, address and telephone numbers of the facility, including the name of the Owner and/or Operator.
  2. Environmental Permits: A list of any environmental control permits held by or for the facility.
  3. Description of Operations: A brief description of the nature, average rate of production, and standards industrial classifications of the operation(s) carried out by such user. This description should include a schematic process diagram that indicates points of discharge to the POTW from the regulated processes.
  4. Flow Measurement: Information showing the measured average daily and maximum daily flow, in gallons per day, to the POTW from regulated process streams and other streams, as necessary, to allow use of the combined waste stream formula set out in 40 CFR 403.6(e).
  5. Measurement of Pollutants.
  6. The categorical pretreatment standards applicable to each regulated process.
  7. The results of sampling and analysis identifying the nature and concentration, and/or mass, where required by the standards or by the Board, of regulated pollutants in the discharge from each regulated process. Instantaneous, daily maximum, and long-term average concentrations, or mass, where required, shall be reported. The sample shall be representative of daily operations and shall be analyzed in accordance with procedures set out in Subsection 6.10 of these ordinances. The dates that the analyses were performed, the laboratory performing the analysis and the analytical techniques and methods used will also be reported.
  8. Sampling must be performed in accordance with procedures set out in Subsection 6.11 of these ordinances. All wastewater samples must be representative of the user's discharge. Wastewater monitoring and flow measurement facilities shall be properly operated, kept

clean, and maintained in good working order at all times. The failure of a user to maintain its monitoring facility in good working order shall not be grounds for the user to claim that sample results are unrepresentative of its discharges.

9. Certification: A statement, reviewed by the user's authorized representative and certified by a qualified professional, indicating pretreatment standards are being met on a consistent basis, and, if not, whether additional O&M and/or additional pretreatment is required to meet the pretreatment standards and requirements. An authorized representative may be:
  - a. A principal executive officer of at least the level of vice president, if the industrial user is a corporation.
  - b. A general partner or the proprietor if the industrial user is a partnership or sole proprietorship.
10. Compliance Schedule: If additional pretreatment and/or O&M will be required to meet the pretreatment standards, the shortest schedule by which the user will provide such additional pretreatment and/or O&M. The completion date in this schedule shall not be later than the compliance date established for the applicable pretreatment standard. A compliance schedule pursuant to this section must meet the requirements set out in Subsection 7.1 of these ordinances.
11. Signature and Certification: All baseline monitoring reports must be signed and certified in accordance with the following:
  - a. Signature must be by a responsible corporate officer, if the Industrial User submitting the reports required by these ordinances is a corporation. For the purpose of this paragraph, a responsible corporate officer means a president, manager, treasurer, or vice president of the corporation in charge of a principal business function, or any other person who performs similar policy or decision making functions for the corporation; or the manager of one or more manufacturing, production, or operation facilities.
  - b. Signature by a general partner or proprietor if the Industrial User submitting the reports required by these ordinances is a partnership or sole proprietorship respectively.
  - c. Signature by a duly authorized representative of the individual designated in Paragraph (a) or (b) of section 9 if:
  - d. The authorization is made in writing by the individual described in Section 9 Paragraph (a) or (b);
  - e. The authorization specified either an individual or a position having responsibility for the overall operation of the facility from which the Industrial Discharge originates, such as the position of plant manager, or a position of equivalent responsibility, or having overall responsibility for environmental matters for the company; and

- f. The written authorization is submitted to the Board.
- g. If an authorization under Paragraph (c) of this subsection is no longer accurate because a different individual or position has responsibility for the overall operation of the facility, or overall responsibility for environmental matters for the company, a new authorization satisfying the requirements of Paragraph (c) of this subsection must be submitted to the Board prior to or together with any reports to be signed by an authorized representative.

## **6.2 COMPLIANCE SCHEDULE PROGRESS REPORTS**

The following conditions shall apply to the compliance schedule required by Subsection 6.1 (B)(7) of these ordinances:

- A. The schedule shall contain progress increments in the form of dates for the commencement and completion of major events leading to the construction and operation of additional pretreatment required for the user to meet the applicable pretreatment standards (such events include, but are not limited to, hiring an engineer, completing preliminary and final phase plans, executing contracts for major components, commencing and completing construction, and beginning and conducting routine operation).
- B. No increment referred to above shall exceed nine (9) months.
- C. The user shall submit a progress report to the Superintendent no later than fourteen (14) days following each date in the schedule and the final date of compliance including, as a minimum, whether or not it complied with the increment of progress, the reason for any delay, and, if appropriate, the steps being taken by the user to return to the established schedule.
- D. In no event shall more than nine (9) months elapse between such progress reports to the Board.

## **6.3 REPORTS ON COMPLIANCE WITH CATEGORICAL PRETREATMENT STANDARD DEADLINE**

Within ninety (90) days following the date for final compliance with applicable categorical pretreatment standards, or in the case of a new source following commencement of the introduction of wastewater into the POTW, any user subject to such pretreatment standards and requirements shall submit to the Board a report containing the information described in Subsection 6.1(B)(4-6) of these ordinances. For users subject to equivalent mass or concentration limits established in accordance with the procedures in 40 CFR 403.6(c), this report shall include the user's actual production during the appropriate sampling period. All compliance reports must be signed and certified in accordance with Subsection 6.1 of these ordinances.



## **6.4 PERIODIC COMPLIANCE REPORTS**

- A. All significant industrial users shall, at a frequency determined by the Board but in no case less than twice per year, submit a report indicating the nature and concentration of pollutants in the discharge which are limited by pretreatment standards and the measured or estimated average and maximum daily flows for the reporting period. All periodic compliance reports must be signed and certified in accordance with Subsection 6.1 of these ordinances.
- B. All wastewater samples must be representative of the user's discharge. Wastewater monitoring and flow measurement facilities shall be properly operated, kept clean, and maintained in good working order at all times. The failure of a user to keep its monitoring facility in good working order shall not be grounds for the user to claim that sample results are unrepresentative of its discharge.
- C. If a user subject to the reporting requirement in this section monitors any pollutant more frequently than required by the Board, using the procedures described in Subsection 6.11 of these ordinances, the results of this monitoring shall be included in the report.

## **6.5 REPORTS OF CHANGED CONDITIONS**

Each user must notify the Board of any planned significant changes to the user's operations or system that might alter the nature, quality, or volume of its wastewater at least 90 days before the change.

- A. The Board may require the user to submit information it deems necessary to evaluate the changed condition, including the submission of a wastewater discharge permit application under Subsection 5.2 of these ordinances.
- B. The Board may issue a wastewater discharge permit or modify an existing wastewater discharge permit under Subsection 5.4 of these ordinances in response to changed conditions or anticipated changed conditions.
- C. For purposes of this requirement, significant changes include, but are not limited to, flow increases of 20% or greater and the discharge of any previously unreported pollutants.

## **6.6 REPORTS OF ADVERSE DISCHARGES**

- A. In the case of any discharge, including, but not limited to, accidental discharges, discharges of a nonroutine, episodic nature, a noncustomary batch discharge, or a slug load, that may cause potential problems for the POTW, the user shall immediately telephone and notify the Board of the incident. This notification shall include the location of the discharge, type of waste, concentration and volume, if known, and corrective actions taken by the user.
- B. Within five (5) days following such discharge the user shall, unless waived by the Superintendent, submit a detailed written report describing the cause(s) of the discharge and

the measures to be taken by the user to prevent similar future occurrences. Such notification shall not relieve the user of any expense, loss, damage, or other liability that may be incurred as a result of damage to the POTW, natural resources, or any other damage to person or property; nor shall such notification relieve the user of any fines, penalties, or other liability that may be imposed pursuant to these ordinances.

- C. The Board shall investigate instances of noncompliance with industrial pretreatment standards and requirements.
- D. A notice shall be permanently posted on the user's bulletin board or other prominent place advising employees who to call in the event of a discharge described in Paragraph A, above. Employers shall ensure that all employees, who may cause such a discharge to occur, be advised of the emergency notification procedure.

## **6.7 REPORTS FROM UNPERMITTED USERS**

All users not required to obtain a wastewater discharge permit shall provide appropriate reports to the Board as the Board may require.

## **6.8 NOTICE OF VIOLATION/REPEAT SAMPLING AND REPORTING**

If sampling performed by a user indicates a violation, the user must notify the Superintendent within twenty-four (24) hours of becoming aware of the violation. A noncompliance report pursuant to Env-Ws 1205.15 fully describing the noncompliance, its causes, and the measures taken or to be taken to avoid recurrence shall be submitted within five business days of the incident. The user shall also repeat the sampling and analysis and submit the results of the repeat analysis to the Superintendent within thirty (30) days after becoming aware of the violation. The user is not required to resample if the Superintendent monitors at the user's facility at least once per month, or if the Superintendent samples between the user's initial sampling and when the user receives the results of this sampling.

## **6.9 NOTIFICATION OF THE DISCHARGE OF HAZARDOUS WASTE**

- A. Any user who commences the discharge of hazardous waste shall notify the POTW, the EPA Regional Waste Management Division Director, and state hazardous waste authorities, in writing, of any discharge into the POTW of a substance which, if otherwise disposed of, would be a hazardous waste under 40 CFR Part 261. Such notification must include the name of the hazardous waste as set forth in 40 CFR Part 261, the EOA hazardous waste number, and the type of discharge (continuous, batch, or other).

If the user discharges more than one hundred (100) kilograms of such waste per calendar month to the POTW, the notification also shall contain the following information to the extent such information is known and readily available to the user: an identification of the

hazardous constituents contained in the wastes, and estimation of the mass and concentration of such constituents in the waste stream discharged during that calendar month, and an estimation of the mass of constituents in the waste stream expected to be discharged during the following twelve (12) months.

All notifications must take place no later than one hundred and eighty (180) days after the discharge commences. Any notification under this paragraph need be submitted only once for each hazardous waste discharged. However, notifications of changed conditions must be submitted under Subsection 6.5 of these ordinances. The notification requirement in this section does not apply to pollutants already reported by users subject to categorical pretreatment standards under the self-monitoring requirements of Subsections 6.1, 6.3 and 6.4 of these ordinances.

- B. Dischargers are exempt from the requirements of Paragraph A, above, during a calendar month in which they discharge no more than fifteen (15) kilograms of hazardous wastes, unless the wastes are acute hazardous wastes as specified in 40 CFR 261.30(d) and 261.33(e). Discharge of more than fifteen (15) kilograms of non-acute hazardous wastes in a calendar month, or of any quantity of acute hazardous wastes as specified in 40 CFR 261.30(d) and 261.33(e), requires a one-time notification. Subsequent months during which the user discharges more than such quantities of any hazardous wastes do not require additional notification.
- C. In the case of any new regulations under Section 3001 of RCRA identifying additional characteristics of hazardous waste or listing any additional substance as a hazardous wastes, the user must notify the Board, the EPA Regional Waste Management Waste Division Director, and the state hazardous waste authorities of the discharge of such substance within ninety (90) days of the effective date of such regulations.
- D. In the case of any notification made under this section, the user shall certify that it has a program in place to reduce the volume and toxicity of hazardous wastes generated to the degree it has determined to be economically practical.
- E. This provision does not create a right to discharge any substance not otherwise permitted to be discharged by these ordinances, a permit issued there under, or any applicable federal or state law.

## **6.10 ANALYTICAL REQUIREMENTS**

All pollutant analyses, including sampling techniques, to be submitted as part of a wastewater discharge permit application or report shall be performed in accordance with the techniques prescribed in 40 CFR Part 136, unless otherwise specified in an applicable categorical pretreatment standard. If 40 CFR Part 136 does not contain sampling or analytical techniques for

the pollutant in question, sampling and analyses must be performed in accordance with procedures approved by EPA.

### **6.11 SAMPLE COLLECTION**

- A. Except as indicated in Section B, below, the user must collect wastewater samples using flow proportional composite collection techniques. In the event flow proportional sampling is infeasible, the Superintendent may authorize the use of time proportional sampling or a minimum of four (4) grab samples where the user demonstrates that this will provide a representative sample of the effluent being discharged. In addition, grab samples may be required to show compliance with instantaneous discharge limits.
  
- B. Samples for oil and grease, temperature, pH, cyanide, phenols, sulfides, and volatile organic compounds must be obtained using grab collection techniques.

### **6.12 TIMING**

Written reports will be deemed to have been submitted on the date postmarked. For reports that are not mailed by the United States Postal Service or other delivery service, the date of receipt of the report shall govern.

### **6.13 RECORD KEEPING**

- C. Users subject to the reporting requirements of these ordinances shall retain, and make available for inspection and copying, all records of information obtained pursuant to any monitoring activities required by these ordinances and any additional records of information obtained pursuant to monitoring activities undertaken by the user independent of such requirements. Records shall include the date, exact places, method, and time of sampling, and the name of the person(s) taking the samples; the dates analyses were performed; who performed analyses; and the results of the analyses. These records shall remain available to the Board for inspection and copying for a period of at least three (3) years. This period shall be automatically extended for the duration of any litigation concerning the user or the Board, or where the user has been specifically notified of a longer retention period by the Board. Before destroying any records, the Industrial User shall request and receive permission to do so from the Superintendent.

## **7. COMPLIANCE MONITORING**

### **7.1 RIGHT OF ENTRY: INSPECTION AND SAMPLING**

The Superintendent (or representative) shall have the right to enter the premises of any user to determine whether the user is complying with all requirements of these ordinances and any wastewater discharge permit or order issued hereunder. Users shall allow the Superintendent ready access to all parts of the premises for the purposes of inspection, sampling, records examination and copying, and the performance of any additional duties.

- A. Where a user has security measures in force that require proper identification and clearance before entry into its premises, the user shall make necessary arrangements with its security guards so that, upon presentation of suitable identification, the Superintendent will be permitted to enter without delay for the purposes of performing specific responsibilities.
- B. The Superintendent shall observe all safety rules applicable to the premises established by the company, and the company shall be held harmless for injury or death to the wastewater employees. The Superintendent shall indemnify the company against liability claims and demands for personal injury or property damage asserted against the company by Wastewater personnel who are inspecting gauging and sampling operations, except in cases of negligence by the company to maintain safe conditions.
- C. The Superintendent shall have the right to set up on the user's property, or require installation of, such devices as are necessary to conduct sampling and/or metering of the user's operations.
- D. The Superintendent may require the user to install monitoring equipment as necessary. The facility's sampling and monitoring equipment shall be maintained at all times in a safe and proper operating condition by the user at its own expense. All devices used to measure wastewater flow and quality shall be calibrated semi-annually to ensure their accuracy.
- E. Any temporary or permanent obstruction to safe and easy access to the facility to be inspected and/or samples shall be promptly removed by the user at the written or verbal request of the Board and shall not be replaced. The costs of clearing such access shall be borne by the user.
- F. Unreasonable delays in allowing the Superintendent access to the user's premises shall be a violation of the Ordinance.

### **7.2 SEARCH WARRANTS**

If the Superintendent has been refused access to a building, structure, or property, or any part thereof, and is able to demonstrate probable cause to believe that there may be a violation of these ordinances, or that there is a need to inspect and/or sample as part of a routine inspection and sampling program of the Superintendent designed to verify compliance with these

ordinances or any permit or order issued hereunder, or to protect the overall public health, safety and welfare of the community, then the Board may seek issuance of a search warrant.

## **8. CONFIDENTIAL INFORMATION**

All information regarding a user's discharge will be available to the public at all times, without restrictions. This includes information and data on a user obtained from reports, surveys, wastewater discharge permit applications, wastewater discharge permits, and monitoring programs, and from the Superintendent's inspection and sampling activities. Only if the user specifically requests, and is able to demonstrate to the satisfaction of the Board, that the release of such information would divulge processes, or methods of production entitled to protection as trade secrets under applicable state law would any information be censured. Any such request must be asserted at the time of submission of the information or data. When requested and demonstrated by the user furnishing a report that such information should be held confidential, the portions of a report which might disclose trade secrets or secret processes shall not be made available for inspection by the public. However, all information shall be made available immediately upon request to governmental agencies for uses related to the NPDES program or pretreatment program, and in enforcement proceedings involving the person furnishing the report. Wastewater constituents and characteristics and other "effluent data" as defined by 40 CFR 2.302 will not be recognized as confidential information and will be available to the public without restriction.

## 9. ENFORCEMENT REMEDIES AND ACTIONS

- A. Any person who is subject to these rules and who violates the requirements of, or refuses to comply with any of the provision of the sewer use rules, shall be subject to the enforcement and penalty provisions set forth in RSA 485-A:54, V and Env-C 600.
- B. No person(s) shall wantonly or maliciously damage or destroy any part of the wastewater's facilities. Any person(s) violating this provision shall be liable to pay damages to the Board and shall be guilty of a misdemeanor, or guilty of a felony, as provided for under RSA 149-I:23, as amended.
- C. All customer services shall be equipped with proper backwater valves to protect the sewer premises from damages in the event of a sewer backup. The Board will not be responsible for damages to premises for any backup.
- D. Any person found to be violating any provision of these Rules and Regulations, except Section A of this Article, shall be served by the Board with written notice stating the nature of the violation and, if appropriate in the particular circumstances, providing a reasonable time for the satisfactory correction thereof. The offender shall, within the period of time stated in such notice, permanently cease the violation(s).
- E. The Board may, after notice to the person discharging wastewater to the wastewater facilities, immediately halt or prevent any such discharge reasonably appearing to present an imminent endangerment to the health and welfare of the public, wastewater staff or contractors. They also may halt any discharge that could present an endangerment to the environment, or threatens to interfere with operation of the public sewer, wastewater treatment facilities, or residuals management program.
- F. Any person found to be violating or continuing to violate any provisions of these Rules and Regulations, except Section A of this Article, shall be subject to a civil penalty in an amount not to exceed \$10,000 per day of such violation. Each day in which any such violation shall continue shall be deemed a separate offense, as provided for under RSA 149-I:6, as amended.
- G. Whenever any person violates any provision of these ordinances, or fails to comply with any order of the Board, the Board, acting through the Superintendent, may apply to the responsible court for the issuance of an injunction restraining the person(s) violating the Ordinance or failing to comply with the Board order from making any further discharges into the waters, watercourses, natural outlets, sewer or wastewater facilities under the jurisdiction of the Board.

## 10. CHARGES FOR SEWER SERVICE

### 10.1 SEWER USE CHARGES AND FEES

- A. Pursuant to RSA 149-I:8, a system of sewer rent charges and fees are hereby established and assessed for paying the cost of construction, management, maintenance, replacement, operation, and repair of the Town of Hooksett's Wastewater Treatment Facilities.
- B. The Board will review the user charges at least annually and revise the rates as necessary to ensure that adequate revenues are generated to pay the costs of O&M (including replacement) and that the system continues to provide for the proportional distribution of O&M including replacement costs among users and user classes.
- C. RSA 149-I:10 Sewer Funds – The funds received from the collection of sewer rents, Superintendent inspection fees and permit fees shall be kept in a separate and distinct fund known as the sewer fund. Any surplus in such fund may, as determined by the Board, be used for the enlargement or replacement of the wastewater treatment facilities. Sewer funds may be used to pay previous expansion or improvements of wastewater treatment facilities or for any purpose provided in this section.
- D. User Charges Established – Each person discharging wastewater to a public sewer shall be subject to a sewer user charge. The user charge shall be based on the quantity, strength, and characteristics of the wastewater discharged to a public sewer.
- E. RSA 149-I:8 Sewer Rent – Sewer Rent for residential premises, commercial establishments, and industrial establishments shall be paid by the owner of the real estate having any structure containing one or more customer units that discharge sewage into Hooksett's sewer system. For the purpose of this subsection, each mobile home, condo unit, and apartment unit shall be considered a separate structure. Sewer rent is composed of service charges and use charges.
- F. Service Rental Charge – Service Rental Charges shall be payable by the Owner of the real estate whether or not the premises are occupied. Service rental charges are a base charge for each hookup regardless of use quantities. All service rental charges shall be at the rate determined by the Board. In the case of structures containing more than one customer unit, a separate service rental charge shall be payable for each customer unit.
- G. Sewer Commission customers may contact the office at any time to inquire about rates for both the Rent and Charge portions of their bills. Customers may also learn more information on the Sewer Commission website at [www.hooksettsewer.com](http://www.hooksettsewer.com).
- H. Fees may be assessed for monitoring, inspection, and surveillance procedures including the cost of collection and analyzing a user's discharge, and reviewing monitoring reports submitted by users.
- I. Fees may be assessed for reviewing and responding to accidental discharge procedures and construction.
- J. Fees may be assessed for filing appeals.



- K. Other fees as the Board may deem necessary to carry out the requirements contained herein. These fees relate solely to the matters covered by these ordinances and are separate from all other fees, fines, and penalties chargeable by the Board.
- L. Charges for sewer service may include charges for construction, which are fixed costs, and charges for O&M that are variable costs that may change from year to year in proportion to the quantity of wastewater collected and treated.
- M. Charges for construction or fixed costs may be applied to pay for principal and interest payments on the bonded indebtedness.
- N. The amounts of the System Development Fees are established by the Board and published separately as a part of the Board user charge system. Such entrance and expansion fees shall be determined so that the total of such charges will be adequate to service the debt and encourage the use of the system. These fees are deposited in a separate fund and used only to pay the costs incurred in constructing the sewerage system, including the portion of the building sewers in public streets and rights-of-way, collection sewers, pumping stations, wastewater treatment facilities and other appurtenances.
- O. Sewer user charges: Each user connected to the sewerage system shall pay a sewer user charge to cover the costs of management, maintenance, operation and repair, including replacement of the wastewater system. Sewer user charges shall be based on water use.
1. Sewer surcharges may be levied upon users who discharge wastewaters to the system that are above normal strength. The discharge of septage is an example of assigning a surcharge for O&M. For the purpose of determining the surcharge, normal domestic wastewater shall be considered to each have a BOD and suspended solids concentration of 250 mg/L.
  2. Any user contributing more than 5,000 gallons per day and whose discharge strength is greater than 400 mg/L BOD or 300 mg/L TSS shall prepare and file with the Board a report that shall include pertinent data relating to the wastewater characteristics, including the methods of sampling and measurement to obtain this data, and these data shall be used to calculate the user charge for that user. The Board shall have the right to gain access to the waste stream and take its own samples.
- P. Use Charges:
1. Use charges for all customer units shall be based on the consumption of water as determined by the customer's water meter reading, and will be billed quarterly.
  2. For non-metered premises, the national average consumption of 20,000 gallons shall be used as a basis for billing. Such Owners may, at their own expense, have approved metering facilities installed to give actual usage readings to the Billing Office for their bills.
  3. In the event a premise discharges into the sewage system wastes which, in the opinion of the Sewer Commission, contains unduly high concentrations or any substances which add to the normal costs of the sewage disposal plant or sewage system, then the Sewer Commission may elect to establish special rates or charges based on the quantity of these

circumstances, which rate of charge may be established in such a manner as the Sewer Commission may elect.

#### 4. **Deduct Water Meter**

- a. Rebate credits for Customers/Owners are available for irrigation and other extraneous water uses. For units in the Manchester Water area, an application for a Deduct Meter must be filled out and submitted to the Hooksett Sewer Commission Office along with a \$50 inspection fee. Customers in the Village District and Central Hooksett Water District areas DO NOT have to have this permit.
- b. In order to receive rebate credits, the Customer/Owner must install a deduct meter in accordance with conditions established by their water department, and have the meter inspected by a representative from that water department to ensure proper installation.
- c. If the residence or business is serviced by either the Central Hooksett Water Precinct or Village Water Precinct, rebate credits will start the first billing period of each year. Manchester Water customers will get credits every quarter when used. Failure to comply with all conditions, or any attempt to defraud the billing system, as determined by the Board will result in revocation of the right to use the deduct meter.

#### Q. New POTW system development fees:

1. No provision in these Rules and Regulations shall prevent the Board from assessing fees in order to derive the cost of expanding or enlarging sewer or treatment plant capacity to accommodate the additional wastewater contribution generated by development.
2. In order to be considered for approval, a proposed applicant will be required to pay the Board a System Development Fee (SDF) sum equal to a minimum of \$3,000.00 per new equivalent dwelling unit (NEDU) to be served by the proposed sewer-extension.
3. For the purpose of this subsection, one flow unit equals 225 gallons per day. Fractional flow units shall be rounded to the nearest whole number with a minimum flow unit of 1 for each service.
4. An exception to section 3 above is for dwelling units specified for 55 and older ONLY. These flow units will be charged for 110 gallons per day.
5. Existing single-family dwelling units serviced by the sewer shall be exempt. The first dwelling unit, or equivalent, for existing multi family dwelling units shall also be exempt.
6. Commercial and Industrial units will not have any exemptions.
7. Upon payment of the System Development Fee, the Board will commit or reserve sufficient treatment plant capacity to accommodate the applicant and reserve the same for a five (5) year period of time. If a change in the use of the property occurs which will increase the water consumption/sewer discharge after the System Development Fee has been paid, the SDF for the additional use must be paid. If after the project is completed it is found that the project is using more gallonage than paid for, the Sewer Commission has the right to bill the project for the additional System Development Fees.

8. The Board is not obligated to refund any previously submitted System Development Fees.
- R. All users shall be billed quarterly. Payments are due on the due date. Any payments not received on or before the due date shall be delinquent.
1. A penalty of \$5.00 will be added to each account per quarter when the balance is over \$10.01.
  2. Remittances by mail are at the risk of the sender and should be accompanied by a stamped self-addressed envelope, if return receipt is desired.
  3. In case of a meter stopping or failure to register, the quantity of water used shall be estimated as the average quarterly amount that ordinarily passes through the meter when the meter is in operation, or a quantity estimated by the Billing Clerk.
- S. All unpaid sewer charges constitute a lien in accordance with the terms of RSA 149-I.11.
- T. Appeal Process – Any user who feels that their charge is unjust and/or inequitable may make an appeal to the Sewer Commission in writing within forty five (45) days of the billing date for the usage in question. Such requests should include any information deemed necessary, as in estimated average flow, explanation for the overages, or any other extenuating circumstances.
- U. Any damages to the sewer system that is deemed the responsibility of a homeowner(s) and/or business owner(s) and to which fees are assessed for repairing said damages will be added to the responsible party's sewer bill. If the charges are still unpaid by the end of the calendar year the amount will be turned over to the Hooksett Tax Collector and added to that property's taxes.
- V. Sewer charges and miscellaneous fees: (See Appendix D)
- W. Gifts and Grants: Donations made to the Board that are not related to rents, charges, fees, or costs shall be considered as gifts. Grants are monies received from state, federal, or other governmental units for the operation, expansion, maintenance and/or repair of the Board's Wastewater Treatment Facilities and systems and shall be managed by the Board separately from the Sewer Fund.

## **10.2 SEVERABILITY**

If any provision of these ordinances is invalidated by any court of competent jurisdiction, the remaining provisions shall not be effected and shall continue in full force and effect.

## **11. EFFECTIVE DATE**

These ordinances shall be in full force and effective immediately following its passage, approval and publication, as provided by law.

## **12. LIMITS OF LIABILITY**

The approval of permit applications or the acceptance of any sewer construction by any of the Board's appointed officials does not indicate, nor should it be construed as acceptance of any liability by the Board, or any of its employees for claims which may arise due to errors, oversights, inferior material, poor workmanship or damages incurred in connection with construction of building sewers or private sewer disposal systems as set forth in Sections 2, 3, and 4 of these Rules and Regulations.

# APPENDICES



# **APPENDIX A**

## **Contaminant Limits**





## CONTAMINANT LIMITS

<b>Inorganic Parameters</b>	
Aluminum	125 mg/L
Ammonia	90.0 mg/L
Arsenic	0.23 mg/L
Boron	5.0 mg/L
Cadmium	0.003 mg/L
Chloride	1200 mg/L
Chlorine	10 mg/L
Chromium	1.8 mg/L
Copper	1.5 mg/L
Cyanide	.40 mg/L
Iron	25 mg/L
Lead	.33 mg/L
Manganese	5.00 mg/L
Mercury	1.016 mg/L
Molybdenum	0.38 mg/L
Nickel	1.87 mg/L
Phosphorus	45 mg/L
Selenium	1.8 mg/L
Silver	1.8 mg/L
Sulfate	1000/150 mg/L
Sulfide	1.0 mg/L
Sulfite	2.00 mg/L
Zinc	1.9 mg/L

<b>Organic Parameters</b>	
Acrylonitrile	1.24 mg/L
Benzene	0.13 mg/L
Bromomethane	0.002 mg/L
2-Butanone (MEK)	249 mg/L
Carbon Disulfide	0.06 mg/L
Chlorobenzene	2.35 mg/L
Chloroform	0.42 mg/L
Chloromethane	0.007 mg/L
1,2-Dichlorobenzene	3.74 mg/L
1,4-Dichlorobenzene	3.54 mg/L
1,1-Dichloroethane	4.58 mg/L
1,2-Dichloropropane	3.65 mg/L
1,3-Dichloropropene	0.09 mg/L
Ethyl Benzene	1.59 mg/L
Ethylene Dichloride	1.05 mg/L
Formaldehyde	0.07 mg/L
Heptachlor	0.003 mg/L
Hexachloro-1,3 Butadiene	0.0002 mg/L
Hexachloroethane	0.96 mg/L
Methane	0.04 mg/L
Methylene Chloride	4.15 mg/L
Napthalene	3.34 mg/L
Phenolic Compounds	182 mg/L
Tetrachloroethylene	0.53 mg/L
Thylene	0.28 mg/L
Tetrachloroethylene	0.53 mg/L
Toluene	1.35 mg/L
1,2,4-Trichlorobenzene	0.43 mg/L
1,1,1-Trichloroethane	1.55 mg/L
Trichloroethane (total)	1.55 mg/L
Trichloroethylene	0.71 mg/L
Trichlorofluoromethane	1.22 mg/L
Vinyl Acetate	1.2 mg/L
Vinyl Chloride	0.003 mg/L
Xylene	0.4 mg/L

<b>Other Parameters</b>	
BOD	400 mg/L
Effluent Acute Toxicity	LC 50 = 100%
TKN	450 mg/L
Total Toxic Organics	5 mg/L
TSS	300 mg/L

Notes: (1) All metals to be reported as total recoverable.  
State regulations are max daily concentration



# **APPENDIX B**

## **Wastewater Flow Estimates**



Descriptions	Daily Flow (Gallons Per Day, Per Unit Specified)
Airport	5 gpd
Apartment	225 gpd
Bars, Lounges	20 gpd/seat
Bed & Breakfasts	60 gpd/guest based on the great of 2 guests per room or the actual number of guests the room is designed to accommodate, plus 10/gpd/employee
Camps Campground with central comfort station Station (Figure 3 people/site) Recreational Campgrounds with 3-way Hookups Construction Camps (semi-permanent) Day Camp (no meals served) (meals served)  Dining Facility Only Juvenile	45 gpd/site 45 + 20 gpd dump station 60 gpd/site 50 gpd 15 gpd 15 gpd + 3 gpd/person/meal  3 gpd/person/meal 25 gpd/person + 3 gpd/person/meal
Caterers – Function Rooms	12 gpd/patron
Churches (sanctuary seating) Church Suppers	3 gpd 12 gpd
Country Clubs - Private Dinning Room Snack Bar Locker and Showers	10 gpd/seat 10 gpd/seat 20 gpd/locker
Daycare Centers	10 gpd/person
Dentists  Plus	10 gpd/chair 35/staff member
Doctors Offices	250 gpd/doctor
Dog Kennels	50 gpd/kennel
Dwelling, Per Bedroom Rooming House – with meals	225 gpd 60 gpd
Rooming House – without meals Senior Housing (55 or older)	40 gpd 110 gpd
Factories (Exclusive of Industrial Waste) Industry without cafeteria or showers Industry with cafeteria and, no showers Industry with cafeteria and showers	20 gpd 25 gpd 35 gpd

Descriptions	Daily Flow (Gallons Per Day, Per Unit Specified)
Warehouses	35 gpd
Fire Stations – without full-time employee; without floor drains or food preparation	35 gpd
Gyms	
Participants	10 gpd
Spectator	3 gpd
Hairdressers	150 gpd/chair
Plus	35 gpd/operator
Hospitals (per bed space)	200 gpd/bed + 35 gpd/employee
Hotels and Motels	
If plan shows that only one double bed can be accommodated	100 gpd/room
All Other	200 gpd/room + 35 gpd/employee
Laundromats - Coin-Operated	225gpd/machine plus toilet waste
Manufactured Housing Parks (per site)	225 gpd
Nail Salons	5 gpd/chair + 35 gpd/employee
Nursing Homes (per bed space)	125 gpd + 35 gpd/employee
Office Buildings	
Without Cafeteria	15 gpd
With Cafeteria	20 gpd
Unspecified Office Space	15 gpd/100 sq. ft.
Recreation Facilities (Parks, Pools, etc.)	
Toilet Waste Only	5 gpd
With Bathhouses, Shower, and Toilets	10 gpd
Restaurants	
Bars, Lounges	20 gpd/seat + 35 gpd/employee
Eat in – Toilet and Kitchen Waste	40 gpd/seat
Eat in – Paper Service Plus Toilet	20 gpd/seat
Ice Cream Parlor	100 gpd/dipper
Kitchen Waste Only	3 gpd
Function Rooms	12 gpd
Schools	
Boarding	100 gpd
Day, without gym, cafeteria or showers	10 gpd
Day, without gym or showers, w/cafeteria	15 gpd
Day, with gym, shower, and cafeteria	25 gpd
Service Stations	75 gpd/island, plus flows from bays, if any.



Descriptions	Daily Flow (Gallons Per Day, Per Unit Specified)
With Bays	35 gpd/employee
Shopping Centers, Stores Dry Goods Supermarkets with Meat Dept. without Garbage Grinder Supermarkets with Meat Dept. and Garbage Grinder Dry Goods Stores in Shopping Centers	5 gpd/100 sq. ft. 7.5 gpd/100 sq. ft. 11 gpd/100 sq. ft. 100 gpd
Skating Rinks (see Gyms)	
Ski Area Without Cafeteria With Cafeteria in Warming Hut	10 gpd 15 gpd
Swimming Pools (public or Private with Guests)	1,000 gpd/800 sq. ft.
Tennis Courts	250 gpd/court
Theaters	3 gpd/auditorium seat
Town Halls – Total Seating Capacity	5 gpd
Town Office – Office Employee Transients	15 gpd 5 gpd
Travel Trailer Parks (see Camps)	
Workers	
Construction (at temporary camps)	50 gpd
Day, at Schools and Offices without Cafeterias	15 gpd

\*NOTE: Comparable use figures can be employed in determining gallonage per day.



# **APPENDIX C**

## **Sewer Application Permit**



**Sewer Application/Permit For Commercial And Residential Building Connection**

**OWNER: (Print or Type)**

**PROPERTY LOCATION**

Name\_\_\_\_\_

Tax Map\_\_\_\_\_ Lot\_\_\_\_\_ Subdiv\_\_\_\_\_

**MAILING ADDRESS (Present)**

Address\_\_\_\_\_

Street/P.O. Box\_\_\_\_\_

Number of Units: \_\_\_\_\_

City\_\_\_\_\_ State\_\_\_\_\_ Zip\_\_\_\_\_

Type of Connector \_\_\_\_\_ INDUSTRIAL  
(Check One) \_\_\_\_\_ COMMERCIAL  
\_\_\_\_\_ RESIDENTIAL

TELEPHONE NUMBER\_\_\_\_\_

**Please provide the following information:**

- A. The name and address of the person or firm who will perform the proposed work is:\_\_\_\_\_
- B. Plans and specifications for the proposed sewer connection are attached as Exhibit "A". (Show elevations between building and municipal sewer).

**IN CONSIDERATION OF THE GRANTING OF THIS PERMIT, THE UNDERSIGNED AGREES TO AND UNDERSTANDS THE FOLLOWING: (please initial each line)**

- \_\_\_\_ 1. To abide by all sewer Ordinances.
- \_\_\_\_ 2. To maintain the sewer connection on private property at no expense to the Town.
- \_\_\_\_ 3. To call, during normal working hours (7:00 A.M. to 3:30 P.M. Monday thru Friday) 24 hours before an inspection is needed.
- \_\_\_\_ 4. No inspections are provided on Saturday, Sundays, or Holidays.
- \_\_\_\_ 5. There will be an additional charge of \$50.00 per hour for inspections done after 3:30 P.M. Monday thru Friday.
- \_\_\_\_ 6. No portion of the service will be covered until it has been inspected by the Superintendent or authorized agents.
- \_\_\_\_ 7. A backflow device shall be installed on the sewer service.

\$\_\_\_\_\_ System Development Fee Paid SIGNED \_\_\_\_\_ (applicant)

\$\_\_\_\_\_ Permit Fee Paid ADDRESS \_\_\_\_\_

\$\_\_\_\_\_ Escrow Amount \_\_\_\_\_

Sewer Line Service Inspection: Date \_\_\_\_\_ By \_\_\_\_\_

Backflow Inspection: Date \_\_\_\_\_ By \_\_\_\_\_

SIGNED \_\_\_\_\_  
(Authorized signature for the Town of Hooksett)



# **APPENDIX D**

## **SEWER BILLING CHARGES**





<b>Sewer Charges</b>	
<b><u>Quarterly Charges</u></b>	
<b>Residential</b>	\$33.00
<b>Commercial</b>	\$53.00
<b>Industrial</b>	\$83.00
<b>Gallon Charge</b>	\$5.60 (per 1,000 gals.)
<b>Late Fee</b>	\$5.00 (per unit/per quarter)
<b>System Development Charge</b>	\$3,000.00 (per unit plus consultant fees for review)
<b>Sewer Inspection Charge</b>	\$50.00 (per hour)
<b><u>Permit Fees</u></b>	
<b>Residential</b>	\$50.00
<b>Commercial</b>	\$150.00 (plus consultant fees for review)
<b>Industrial</b>	\$200.00 (plus consultant fees for review)



# **APPENDIX E**

## **Request for Information Form**



**REQUEST FOR WASTEWATER INFORMATION  
HOOKSETT SEWER COMMISSION**

Issued to:

Issued by:

Date Issued:

Date Information Requested by:

Date Received:

As provided in Section 5 of the Hooksett Sewer Ordinance, please supply the following information by the date indicated.

<b>INFORMATION</b>	<b>REQUESTED (YES/NO)</b>
BOD	
TSS	
TKN	
Alkalinity	
Inorganic Parameters	
Organic Parameters	
Acute Toxics	
Total Toxic Organics	

