Sewer Use Ordinance

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[HISTORY: Adopted by the Board of Selectmen of the Town of Hinsdale on March 17, 1980; Amended in its entirety by the Hinsdale Board of Selectmen on September 8, 1997. Subsequent amendments noted where applicable.

GENERAL REFERENCES

New Hampshire Revised Statutes Annotated §149-I:6
New Hampshire Revised Statutes Annotated §149-I:7

AMENDMENTS

Appendix E & F Amended February 9, 2009. Sewer System Inflow Maintenance Program added as Appendix E. Sewer Rate Fees moved from Appendix E to Appendix F.

Article 1: Definitions; Article 5: Discharge to Public Sewers; Article VI: Industrial Pretreatment; and Appendix F: Sewer Rate Fees Amended October 26, 2009.

TOWN OF HINSDALE SEWER USE ORDINANCE

Pursuant to enabling authority in New Hampshire Revised Statutes Annotated (RSA)149-I:6, the following are provisions regulating wastewater service, the use of public and private sewers, private wastewater disposal, the installation and connection of building sewers, and the discharge of waters and wastes to the public sewer system(s), and providing penalties for violations thereof, in the Town of Hinsdale, County of Cheshire, State of New Hampshire.

Be it ordained and enacted by the Selectmen as follows:

General Provisions Purpose and Policy

This ordinance sets forth uniform requirements for users of the Wastewater Treatment Plant (WWTP) in the Town of Hinsdale and enables the town to comply with applicable state and federal laws, including the Clean Water Act (33 United States Code § 1251 *et seq.*). Recognizing that there are significant opportunities to reduce or prevent pollution at its source through cost effective practices, and that such practices can offer savings through reduced purchases of materials and resources, a decreased need for pollution control technologies and lower liability costs, as well as assisting in the protection of the environment, the town establishes the following objectives for this ordinance:

A. To promote, consistent with the policy of the state and federal government:

i. The prevention or reduction of pollutants at the source whenever feasible;
ii. Recycling in an environmentally-safe manner when pollution cannot be prevented;
iii. Treatment of pollution in an environmentally-safe manner when pollution cannot be prevented or recycled; and
iv. Disposal or other release to the environment in an environmentally-safe manner only as a last resort.

Article 1 Definitions

Unless the context specifically indicates otherwise, the meaning of terms used in this ordinance will be as follows:

1.1 "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

1.2 "Biosolids" the organic solid or semisolid material by product of the wastewater treatment processes, formerly referred to as sludge

1.3 "Building drain" that part of the lowest horizontal piping of a drainage system which 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 (1.5 meters) outside the inner face of the building wall

1.4 "Building sewer" the extension from the building drain to the public sewer, property line or other place of disposal, also called house connection

1.5 "Bypass" the intentional diversion of waste streams from any portion of a wastewater treatment facility

1.6 "Building Sewer Extension" that portion of the building sewer from the property line to the public sewer

1.7 "Categorical Industry," an industry which must comply with the additional requirements of the National Categorical Pretreatment Standards, of EPA as defined herein.

1.8 "CFR" Code of Federal Register, Laws of the United States Government

1.9 "Combined sewer" a sewer intended to receive both wastewater and storm or surface water

1.10 "DES" the New Hampshire Department of Environmental Services

1.11 "Domestic Wastewater" or Sanitary Sewage normal water-carried household and toilet waste from sanitary conveniences, excluding ground, surface or storm water

1.12 "Drain Layer" any person or company duly licensed by the Town of Hinsdale regulations to install, repair or connect sewers

1.13 "Easement" an acquired legal right for the specific use of land owned by others

1.14 "EPA" the U.S. Environmental Protection Agency or duly authorized officials of the agency

1.15 "Floatable Oil" is oil, fat, or grease in a physical state such that it 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

1.16 "Floor Drain" a permanently installed pipe inside a building to remove incidental water from commercial operations, not a foundation drain

1.17 "Garbage" the animal and vegetable waste resulting from the handling, preparation, cooking, and serving of foods

1.18 "IDA" Industrial Discharge Agreement, An agreement between the Town of Hinsdale and the industry discharging industrial waste to the WWTP

1.19 "Industrial User" a person who discharges industrial wastes to the sanitary sewer of the Town of Hinsdale

1.20 "Industrial waste" any liquid, gaseous or solid waste substance resulting from any process of industry, manufacturing trade or business or from development of natural resources

1.21 "Interference" a Discharge by an Industrial User which, alone or in conjunction with a discharge from other sources, inhibits or disrupts the Wastewater Treatment Plant

(WWTP), its treatment processes or operations, or its biosolids processes, use or disposal and which is a cause of a violation of any requirement of the WWTP's National Pollutant Discharge Elimination System (NPDES) permit (including an increase in the magnitude or duration of a violation) or of the prevention of biosolids use or disposal by the WWTP in accordance with groundwater protection rules, Env-Ws 410, solid waste rules, Env-Wm 100-2800, hazardous waste rules Env-Wm 100-1000, and Appendix III, the Clean Air Act, the Toxic Substance Control Act, and the Marine Protection Research and Sanctuaries Act or such state and federal regulations as applicable

1.22 "Local limits" the Town of Hinsdale specific limits for substances discharged to the WWTP by an industrial user

1.23 "May" is permissive (see "shall," 1.41).

1.24 Medical/infectious waste" means "medical/infectious waste" as defined by RSA 125-N:2, VIII

1.25 "National Categorical Pretreatment Standard" or "Categorical Pretreatment Standard" any regulations containing pollutant discharge limits promulgated by EPA in accordance with Section 307(b) and (c) of the Clean Water Act (33 U.S.C. 1347) which applies to a specific category of industrial users and which are found in the Code of Federal Regulations 40 CFR, Subchapter N, parts 401 through 471

1.26 "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

1.27 "National Pollution Discharge Elimination System" An EPA program which provides permits for the Discharge of wastewater issued pursuant to Section 402 of the Clean Water Act (33 U.S.C. 1342)

1.28 "Pass through" the Discharge of Pollutants through the WWTP into surface waters in quantities or concentrations, which, alone or in conjunction with Discharges from other sources, is a cause of a violation of any requirements of the WWTP's NPDES permit (including an increase in the magnitude or duration of a violation) or of applicable water quality criteria

1.29 "Person" any municipality, government subdivision, public or private corporation, individual, partnership, or other entity.

1.30 "pH" percent Hydrogen represents the measure of the acidic nature of the water. "pH," is 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}

1.31 "Pharmaceutical waste" means a prescription drug, as defined by RSA 318:1, XVII or a nonprescription or proprietary medicine, as defined by RSA 318:1, XVIII, that is no longer suitable for its intended purpose or is otherwise being discarded

1.32 "Pollution Prevention" (P^2) any activity to reduce pollution by reduction, reuse or recycling of materials which would otherwise be discharged to the environment

1.33 "Properly shredded garbage" the wastes from the preparation, cooking, and dispensing of foods shredded so that all particles will be carried freely under the flow conditions prevailing in sanitary sewers, with no particle greater than ½ inch (1.27 centimeters) in any dimension

1.34 "Public sewer" a common sewer controlled by a governmental agency or public utility

1.35 “Radiological waste” means radioactive waste as regulated by RSA 125-F

1.36 "RSA" Revised Statutes Annotated, the laws of the state of New Hampshire

1.37 "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 that are not admitted intentionally

1.38 "Screening Level" a concentration of a pollutant which under baseline conditions, would cause a threat to personnel exposed to the pollutant, or would cause a threat to structures or wastewater facilities. To be administered as limits applicable to a particular discharge, the screening levels must be adjusted to account for the conditions at the point of discharge which differs from baseline conditions

1.39 "Septage" material removed from septic tanks, cesspools, holding tanks, or other sewage treatment storage units, excluding sewage sludge (biosolids) from public treatment works and industrial waste

1.40 "Sewage" water-carried waste products from buildings, public or private, together with such groundwater infiltration and surface water as may be present

1.41 "Sewer Service Area" the area within one hundred (100) feet of a public sewer

1.42 "Sewer" a pipe or conduit that carries wastewater or drainage water

1.43 "Shall" is mandatory (see "may," 1.23)

1.44 "Significant industrial user" all industrial users subject to categorical pretreatment standards, any other industrial user that: discharges an average of 25,000 gallons per day or more of process wastewater (excluding sanitary, noncontact cooling and boiler blowdown wastewater); contributes a process waste stream which makes up 5% or more of the average dry weather hydraulic or organic capacity of the WWTP or is designated as such by the control authority (EPA) on the basis that the industrial user has a reasonable potential for adversely affecting the WWTP or for violating any pretreatment standard or requirement

1.45 "Slug" any discharge 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 flows during normal

operation or which shall adversely affect the collection system and/or performance of the wastewater treatment works

1.46 "Storm drain" (or "storm sewer") a drain or sewer for conveying stormwater, groundwater, subsurface water, or unpolluted water from any source

1.47 "Superintendent" the supervisor of the WWTP, wastewater facilities, and/or wastewater treatment works of the Town of Hinsdale, or his authorized deputy, agent, or representative

1.48 "Suspended Solids (SS)" total suspended matter that either floats on the surface of, or is in suspension in, water, wastewater, or other liquids, and that is removable by laboratory filtering as prescribed in "Standard Methods for the Examination of Water and Wastewater" and referred to as nonfilterable residue

1.49 "Town" The local authority for matters concerning wastewater facilities- the Town of Hinsdale

1.50 "Trap" a special vault to capture solid and floating materials in water flowing from a drain prior to discharge to the WWTP

1.51 "Unpolluted water" is 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 sewer and wastewater treatment facilities provided

1.52 "Wastewater" is the spent water of the community. It may be a combination of the liquid and water carried wastes from residences, commercial buildings, industrial plants, and institutions, together with any unpolluted water which may be present

1.53 "Wastewater Treatment Plant or "Wastewater facilities" or “WWTP" an arrangement of devices and structures for transporting, and treating wastewater, and biosolids of the community. The wastewater facility which is owned by a state or a municipality. This definition includes any devices and systems used in the storage, treatment, recycling and reclamation of wastewater. It also includes sewers, pipes and other conveyances only if they convey wastewater to the facility. The term also means the municipality which has jurisdiction over discharges to and the discharges from such facility

1.54 "Watercourse" a natural or artificial channel for the passage of water either continuously or intermittently

Article 2 Use of Public Sewers Required

2.1 It shall be unlawful for any person to place, deposit, or permit to be deposited, any human or animal excrement, garbage, or other objectionable waste within the sewer service area.

2.2 It shall be unlawful to discharge to any natural outlet within the Town of Hinsdale or in any area under the jurisdiction of said Town, any wastewater or other polluted waters, except where suitable treatment has been provided in accordance with existing federal, state, or Town regulations.

2.3 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.

2.4 The owner(s) of all houses, buildings, or properties used for human occupancy, employment, recreation, or other purposes, situated within the Town and abutting on any street, alley, or right-of-way in which a public sanitary sewer of the Town is located, is hereby required, at the owner(s) expense, to install suitable toilet facilities therein, and to connect such facilities directly to the public sewer in accordance with the provisions of this ordinance. The owner will be allowed ninety (90) days after date of official notice to do so, provided that said public sewer is within one hundred (100) feet (30.5 meters) of the said house or building. (Ref: RSA 147-8)

Article 3 Private Wastewater Disposal

3.1 Where a public sanitary sewer is not available under the provisions of Article II, Section 4, the building sewer shall be connected to a private wastewater disposal system complying with the provisions of this Article, and with the provisions of the DES Water Division.

3.2 Prior to construction of any private wastewater disposal system the owner will first obtain a Construction Approval from the DES Water Division and a copy of this permit shall be provided to the Town prior to construction. The copy of the permit shall be supplemented by any plans, specifications, and other information as deemed necessary by the building inspector.

3.3 The type, capacities, location, layout and installation (including inspection) of a private wastewater disposal system shall comply with all requirements of the DES, Water Division. No permit shall be issued for any new private wastewater disposal system employing subsurface disposal facilities where a lot area is less than is required by subdivision lot size requirements of the DES, Water Division. No septic tank or cesspool shall be permitted to discharge to any natural outlet.

3.4 The building inspector shall be allowed to inspect the work at any stage of construction, and the applicant for the permit shall notify the building inspector in writing when the work is ready for final inspection, and before any underground portions are covered. The inspection shall be made within twenty-four (24) hours of receipt of notice by the building inspector.

3.5 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.

3.6 At such time as a public sewer becomes available to a property served by a private wastewater disposal system, the owner shall connect to the public sewer as provided in Article II, Section 4. Septic tanks, cesspools, and similar private wastewater disposal facilities shall be cleaned and either dismantled, or with the approval of the sewer inspector, filled with clean sand.

3.7 No statement contained in this article shall be construed to interfere with any additional requirements that may be imposed by the Health Officer pursuant to RSA 147.

Article 4 Building Sewers and Connections

4.1 No person(s) shall uncover, make any connections with/or opening into, alter, or disturb any public sewer or component thereof without first obtaining a written permit from the Town of Hinsdale.

4.2 There shall be two (2) classes of building sewer permits: (a) for residential and commercial service producing only domestic wastewater, and (b) for service to establishments producing industrial wastes. In either case, the owner(s) or his agent shall make application on a special form furnished by the Town. The permit application shall be supplemented by any plans, specifications, or other information considered pertinent in the judgment of the Town. A permit and inspection fee shall be charged for residential, commercial and industrial building sewer permits. This fee shall be set in the Sewer User Charge Ordinance and shall be paid to the Town at the time the application is filed. This fee is in addition to the accessibility fee. This fee may be subject to change at the sole discretion of the Town.

4.3 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 the town from any loss or damage that may directly or indirectly be occasioned by the installation of the building sewer.

4.4 A separate and independent building sewer shall be provided for every building; except where one building stands at the rear of another on an interior lot and no private sewer is available or can be constructed to the rear building through an adjoining alley, court, yard, or driveway, the front building sewer may be extended to the rear building and the whole considered as one building sewer, but the Town does not and will not assume any obligation or responsibility for damage caused by or resulting from any such single aforementioned connection. Any such connection shall require prior approval of the Board of Selectmen and the WWTP Superintendent.

4.5 Old building sewers may be used in connection with new buildings only when they are found, on examination and test by the Town, to meet all requirements to this ordinance.

4.6 The private sewage disposal system shall not be used beyond the time the owner is required to connect to the public sewer.

4.7 The size, slope, alignment, materials of construction of a building sewer, and the methods to be used excavating, placing of the pipe, joining, testing, and backfilling of the trench, shall conform to the requirements of the Town and other applicable state, federal or local regulations.

4.8 Whenever possible, the building sewer shall be brought to the building at an elevation below the basement floor. In all buildings where the building drain is too low to permit gravity flow to the public sewer, wastewater carried by such building drain shall be lifted by an approved means and discharged to the building sewer at the owner's expense.

4.9 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 sanitary sewer.

4.10 The connection of the building sewer into the sanitary sewer shall conform to the requirements of the building and plumbing code or other applicable rules and regulations of the Town or the procedures set forth in appropriate specifications of the American Society for Testing and Materials and the Water Pollution Control Federation Manual of Practice.

4.11 All such connections shall be made gas tight, water tight and verified by proper testing. Any deviation from the prescribed procedures and materials must be approved by the Town before installation.

4.12 The applicant for the building sewer permit shall notify the Town 24 hours before the building sewer is ready for inspection and connection to the public sewer. The connection and testing shall be made under the supervision of the agent authorized by the Town.

4.13 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 town at the expense of the owner,

4.14 Any person proposing a new discharge to the WWTP or a substantial change in the volume or character of pollutants that are discharged into the WWTP shall notify the Town at least 60 days prior to the proposed change or connection. 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 DES.

Article 5 Discharge to Public Sewers

5.1 No person(s) shall discharge or cause to be discharged any unpolluted waters such as stormwater, groundwater, roof runoff, subsurface drainage, or noncontact cooling water to any sanitary sewer.

5.2 Stormwater and all other unpolluted drainage shall be discharged to such sewers as are specifically designated as storm sewers, or a natural outlet approved by the Town. Discharge of industrial cooling water requires an NPDES permit prior to discharge to a storm sewer or natural outlet

5.3 Wastewater introduced to the sanitary sewer by an industrial user shall not pass through or cause interference with the operation of the WWTP.

5.4 No person(s) shall discharge or cause to be discharged any of the following described substances to any sewer:

5.4.1 Any gasoline, benzene, naphtha, fuel oil, or other flammable or explosive liquid, solid, or gas which may cause a fire hazard in the WWTP. Any substance with a

closed cup mash point of 140^0 F or 60^0 C lower as defined in CFR 261.21

5.4.2 Any substance containing toxic or poisonous solids, liquids, or gases in sufficient quantity, either singly or by interaction with other wastes, to injure, pass through, or cause interference with any wastewater treatment process, constitute a hazard to humans or animals, create a public nuisance, or create any hazard in the receiving waters or the wastewater facility.

5.4.3 Any substance having pH lower than 5.5 or higher than 9.0 or having any other corrosive property capable of causing damage or hazard to structures, equipment, or personnel of the treatment works.

5.4.4 Any waste that caontains heat in amounts which would inhibit biological activity in a POTW resulting in an interference, and in no case heat in such quantities that the temperature of the influent at the POTW exceeds 40°C, 104°F.

5.4.5 Any medical/infectious waste, pharmaceutical waste, or radiological waste except as specifically authorized in a discharge permit.

5.4.6 Any wastewater causing the POTW's effluent or sludge to fail a toxicity test.

5.4.7 Any hazardous waste listed or designated by the department under Env-Wm 400.

5.4.8 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 such as, but not limited to, ashes, bones, cinders, sand, mud, straw, shavings, metal, glass, rags, feathers, tar, plastics, wood, un-ground garbage, whole blood, paunch manure, hair and meshing, entrails, disposal diapers and paper dishes, cups, milk containers, and etc., either whole or ground by garbage grinders.

5.4.9 Petroleum oil, nonbiodegradable cutting oil, or products of mineral oil origin in amounts that will cause interference or pass through.

5.5 The following described substance materials, waters, or waste shall be limited in discharges to the WWTP to concentrations or quantities which will not harm either the sewers, wastewater treatment process or equipment, will not have an adverse effect on the receiving stream, or will not otherwise endanger lives, limb, public property, or constitute a nuisance. The town may set limitations lower than the limitations established in the regulations below if in its opinion such more severe limitations are necessary to meet the above objectives. In forming its opinion as to the acceptability, the Town will give consideration to such factors as the quantity of subject 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 plant, degree of treatability of the waste in the wastewater treatment plant, and other pertinent factors. The limitations or restrictions on materials or characteristics of materials discharged to the sanitary sewer which shall not be violated without approval of the Town are as follows:

5.5.1 Any liquid or vapor having a temperature higher than one hundred fifty (150° F) or sixty-five (65° C).

5.5.2 Any water or wastes containing fats, wax, grease, oils, whether emulsified or not, in excess of one hundred (100) mg/l or containing substances which may solidify or become viscous at temperatures between thirty-two (32° F) and one hundred fifty (150° F) or(0° and 65° C).

5.5.3 Any garbage that has not been properly shredded. The installation and operation of any garbage grinder equipped with a motor of one (1) horsepower or greater, for commercial use shall be subject to the review and approval of the Town.

5.5.4 Any waters or wastes containing strong acid iron pickling wastes, or concentrated plating solutions whether neutralized or not.

5.5.5 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 Town, the NHDES, or the National Categorical Pretreatment Standards, as promulgated by the EPA for such materials.

5.5.6 Any waters or wastes containing odor-producing substances which may exceed limits established by the Town, state, federal or other public agencies with jurisdiction for such discharge to the receiving waters.

5.5.7 Any radioactive wastes or isotopes of such half-life or concentration as may exceed limits established by the Town in compliance with applicable state or federal regulations.

5.5.8 Any waters or wastes having a pH in excess of 9.0.

5.5.9 Materials which exert or cause:

i. Unusual concentrations of inert suspended solids such as, but not limited to, Fullers earth, lime slurries, and lime residues or dissolved solids such as, but not limited to, sodium chloride and sodium sulfate.

ii. Excessive discoloration (such as, but not limited to dye wastes and vegetable tanning solutions).

iii. Unusual BOD, chemical oxygen demand, or chlorine requirements in such quantities as to constitute a significant load on the WWTP.

iv. Unusual volume of flow or concentration of wastes constituting a "slug" as defined herein.

J. Wastes or waters containing substances which are not amenable to treatment or reduction by the wastewater treatment process employed, or are amenable to treatment only to such a degree that the effluent cannot

meet the requirements of other agencies having jurisdiction over discharge to the receiving waters.

K. Trucked or hauled substances which comply with this ordinance only with approval of the Town after required sampling of contents.

L. Any substances which, by interaction with other water or wastes in the public sewer system, release obnoxious gases, form suspended solids which interfere with the collection system, or create a condition deleterious to structures and treatment processes.

Sec. 6 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 Section 5 of this Article, and which in the judgment of the Town may have a deleterious effect upon the wastewater facilities, processes, equipment, or receiving waters, or which otherwise create a hazard to life or constitute a public nuisance, the Town may:

A. Reject the wastes;

B. Require pretreatment to an acceptable condition for discharge to the public sewers;

C. Require control over the quantities and rates of discharge; and/or

D. Require payment to cover added cost of handling and treating the wastes.

If the Town permits the pretreatment or equalization of flows, the design and installation of the pretreatment facilities shall be subject to the review and approval of the Town and the DES, and subject to the requirements of all applicable codes, ordinances and laws. Such facilities shall not be connected until said approval is obtained in writing. Such approval shall not relieve the owner of the responsibility of discharging treated wastewater meeting the requirements of this ordinance.

Plans and specifications for a proposed pretreatment facility shall be the result of the design of a professional engineer registered in the State of New Hampshire.

Sec. 7 Grease, oil, and sand traps (interceptors) shall be provided when, in the opinion of the Town they are necessary for the proper handling of liquid wastes from floor drains or sewers containing sand, floatable oil or grease in excessive amounts, as specified in Section 4(B), or any other harmful ingredients; except that such interceptors shall not be required for private living quarters or dwelling units. All traps (interceptors) shall be of a type and capacity approved by the Town and shall be located so as to be readily and easily accessible for cleaning and inspection. In the maintenance of these traps the owner(s) shall be responsible for the proper removal and disposal by appropriate means of the captured material and shall maintain records of the dates, and means of disposal which are subject to review by the Town. Any removal and hauling of the collected materials not performed by owner(s) personnel must be performed by currently licensed waste disposal firms.

Sec. 8 The Town of Hinsdale WWTP does not accept industrial waste. Should the Town accept industrial waste in the future, all industrial waste shall be pretreated in accordance with federal and state regulations and this ordinance to the extent required by applicable National Categorical Pretreatment Standards, state pretreatment standards or standards established by the Town whichever is more stringent. Where pretreatment or flow-equalizing facilities are provided or required for any wastewater, they shall be maintained continuously in satisfactory and effective operation by the owner(s) at his expense.

Sec. 9 When required by the Town, the owner of any property serviced by a building sewer carrying industrial wastes shall install a suitable structure together with such necessary meters and other appurtenances in the building sewer to facilitate observations, sampling, and measurement of the wastewater. Such structure, when required, shall be accessible and safely located and shall be constructed in accordance with plans approved by the Town. The structure shall be installed by the owner at his expense and shall be maintained by him so as to be safe and accessible at all times. In the event that no special manhole has been required, the control manhole shall be the next down stream manhole in the system from the point of the owners building sewer connection. All industrial users discharging to a public sewer shall perform such monitoring as the Town or duly authorized employees of the Town may reasonably require including installation, use and maintenance of monitoring equipment, keeping records and reporting the results of such monitoring to the Town. Records shall be made available to the Town, or to other agencies having jurisdiction over the WWTP upon request.

Sec. 10 The Town may require a sewer user to provide information needed to determine compliance with this ordinance. These requirements may include:

A. Wastewater discharge peak rates and volume over a specified time period.

B. Chemical analyses of wastewater.

C. Information on raw materials, processes, and products affecting wastewater volume and quality.

D. Quantity and disposition of specific liquid, sludge, oil, solvent, or other materials important to sewer use control.

E. A plot plan of sewers on the user's property showing a sewer and pretreatment facility location.

F. Plans and Specifications of wastewater pretreatment facilities.

G. Details of systems to prevent and control the losses of materials through spills to the municipal sewer.

Sec. 11 All measurements, tests, and analyses of the characteristics of wastewater to which reference is made in this ordinance shall be determined in accordance with the latest edition of "Standard Methods for the Examination of Water and Wastewater,"

published by the American Public Health Association, or with the EPA approved methods published in the Code of Federal Regulations, Title 40, Part 136 (40 CFR, 136) and shall be determined at the control manhole provided, or upon suitable samples taken at said control manhole. Sampling methods, location, times, durations, and frequencies shall be subject to approval of the Town.

Sec. 12 No statement contained in this article shall be construed as preventing any special agreement or arrangement between the Town. and any industrial concern whereby an industrial waste of unusual strength or character may be accepted by the Town 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.

Sec. 13 Septic tank waste (septage) may be accepted at the WWTP at a designated receiving structure within WWTP, at such times as are established by the Town, and as directed by the operator or superintendent of the wastewater treatment facility, provided such wastes do not contain toxic pollutants or materials, and provided such discharge does not violate any of the provisions set forth in this sewer use ordinance. Permits to use such facilities shall be under the jurisdiction of the Town. The discharge of industrial wastes as "industrial septage" requires prior approval of the DES. Fees for dumping septage will be established by the Town. Procedures for the disposal of such wastes shall be in conformance with the operating policy of the Town and disposal shall be accomplished under this policy unless specifically permitted otherwise.

Sec. 14 It shall be illegal to meet requirements of this Sewer Use Ordinance by diluting wastewater in lieu of proper pretreatment.

ARTICLE VI Industrial Pretreatment

Sec. 1 The Town of Hinsdale WWTP does not allow industrial wastes to be discharged into the public sewer. Should the town accept industrial wastes in the future the following requirements shall apply.

Sec. 2 Applicability, All persons discharging industrial process wastes into public or private sewers connected to the Town's WWTP, shall comply with applicable requirements of federal and state industrial pretreatment regulations (as amended), in addition to the requirements of these Industrial Pretreatment Rules.

Sec. 3 Industrial Discharge Agreement (IDA.)

A. IDA. Required. Effective 120 calendar days after this provision is adopted by the Town the discharge of any industrial waste to the WWTP is prohibited without a valid Industrial Discharge Agreement (IDA.).

B. IDA. Application. Within 60 days after the effective date of these Industrial Pretreatment Rules, persons subject to these rules shall submit an application for an IDA. containing information required under applicable federal and state industrial pretreatment reporting regulations. Such information shall include, as a minimum:

(1) The name and address of the facility, including the names of the operators and owners.
(2) A list of all environmental permits held by or for the facility.
(3) A brief description of the nature, average rate of production, and Standard Industrial Classification (SIC) of the operations carried out at such facility.
(4) An identification of the categorical pretreatment standards applicable to each regulated process.
(5) An analysis identifying the nature and concentration of substances in the discharge.
(6) Information showing the measured averaged daily and maximum daily flow, in gallons per day, to the WWTP from regulated process streams and from other streams.
(7) A schedule of actions to be taken to comply with discharge limitations.
(8) Additional information as determined by the Town may also be required.

C. Provisions. The IDA. will outline the general and specific conditions under which the industrial process waste will be accepted for treatment at the WWTP. Specifically, included in the agreement will be the following:

(1) Pretreatment and self-monitoring facilities required,
(2) Type and number of samples, and sampling frequency required,
(3) Effluent limitations on the industrial waste,
(4) Reporting Requirements.

(a) Industrial users shall submit periodic reports as required indicating the nature and concentration of substances in the discharge from the regulated processes governed by pretreatment standards and the average and maximum daily flow from these process units. The reports shall state whether the applicable categorical pretreatment standards and effluent limitations are being met on a consistent basis and, if not, what additional operation and maintenance practices and/or pretreatment is necessary. Additional requirements for such reports may be imposed by the Town.

(b) Signature for reports, Reports submitted under this Section shall be signed by an authorized representative. An authorized representative may be:

(i) a principal executive officer of at least a level of vice-president, if the industrial user is a corporation;
(ii) a general partner or the proprietor, if the industrial user is a partnership or sole proprietorship; or
(iii) a duly authorized representative of either of the individuals designated above, if such representative is responsible for the overall operation of the subject facility.

(5) Monitoring records.

(a) Industrial users subject to the reporting requirements under this section shall maintain records of information resulting from monitoring activities required to prepare such reports. Such records shall include for each sample:

(i) the date, exact place, method and time of sampling and the names of the person or persons taking the sample;
(ii) the dates analyses were performed;
(iii) the laboratory performing the analyses;
(iv) the analytical techniques and methods used; and
(v) the results of such analyses.

(b) Such records shall be maintained for a minimum of five (5) years and shall be made available for inspection and copying by the Town.

(6) Additional Conditions:

(a) The Agreement will be in effect for one year, and will be automatically renewed by the Town for a one year

period, unless the applicant is notified otherwise by the Town.

(b) The agreement is non-transferable, and may be revoked by the Town for noncompliance, or modified so as to conform to discharge limitation requirements that are enacted by federal or state rules and/or regulations.

(c) An industry proposing a new discharge or a change in volume or character of its existing discharge must submit a completed IDA application to the Town at least 60 days prior to the commencement of such discharge. The submitted application must include plans and engineering drawings, of the proposed pretreatment facilities stamped by a professional engineer registered in New Hampshire. Upon approval of the application by the Town, a Discharge Permit Request is submitted by the Town to the DES on behalf of the industry. Upon approval of the Discharge Permit Request by the DES, the industry and the Town will enter into a new or amended IDA in accordance with the procedure outlined in this subpart.

(d) Industrial users will be assessed an annual fee by the Town to defray the administrative costs of the IDA program.

Sec. 4 National Categorical Pretreatment Standards

A. Notification. The Town shall provide timely notification to appropriate industrial users of applicable categorical pretreatment standards.

B. Compliance date for categorical standards. Compliance with categorical pretreatment standards shall be achieved within three (3) years of the date such standards are effective, unless a shorter compliance time is specified in the standards.

C. Amendment to IDA Required. An industrial user subject to categorical pretreatment standards shall not discharge wastewater directly or indirectly to the WWTP after the compliance date of such standards unless an amendment to its IDA has been issued by the Town

D. Application for IDA amendment. Within 120 days after the effective date of a categorical pretreatment standard, an industry subject to such standards shall submit an application for an IDA amendment. The application shall contain the information noted under section 2(B) of this article.

E. Categorical Compliance Schedule Reports. The need for categorical compliance reports under this section shall be fulfilled by the reporting requirements outlined in Section 2 (C) (4) of this article.

Sec. 5 Slug Discharge Notification, Industrial users shall immediately notify the Town

of any slug of process waste discharge by such user to the Town's system.

Sec. 6 Imminent Endangerment, The Town may, after informal notice to the industry discharging wastewater to the WWTP, immediately halt or prevent any such discharge reasonably appearing to present an imminent endangerment to the health and welfare of persons, or to the environment, or which threatens to interfere with operation of the WWTP. Actions which may be taken by the Town in response to violations to this ordinance include, ex parte temporary judicial injunctive relief, entry on private property to halt such discharge, blockage of a public sewer to halt such discharge, or demand of specific action by the industrial user.

Sec. 7 Monitoring and Surveillance, The Town shall as necessary sample and analyze the wastewater discharges of contributing industrial user and conduct surveillance and inspection activities to identify, independently of information supplied by such user, occasional and continuing noncompliance with industrial pretreatment standards. All industrial users discharging to the WWTP shall allow unrestricted access to Town, DES, and EPA personnel for the purposes of investigating and sampling discharges from their facilities. Each industrial user will be billed directly for costs incurred for analysis of its wastewater.

Sec. 8 Investigations, The Town shall investigate instances of noncompliance with industrial pretreatment standards and requirements.

Sec. 9 Public information, information and data submitted to the Town under this part relating to wastewater discharge characteristics shall be available to the public without restriction. Other such information shall be available to the public at least to the extent provided by 40 CFR Section 2.302. (Public Information)

Sec. 10 Public Participation, The Town shall comply with the public participation requirements of.40 CFR Part 25 in the enforcement of industrial pretreatment standards and requirements. A list of significant valuators will be published in a local newspaper at least annually.

ARTICLE VII Protection of Property

Sec. 1 No person(s) shall maliciously, willfully, or negligently break, damage, destroy, uncover, deface, or tamper with any structure, appurtenance or equipment which is part of the wastewater facilities. Any person(s) violating this provision shall be guilty of a misdemeanor.

ARTICLE VIII Powers and Authority of Inspectors

Sec. 1 Any duly authorized employees of the Town bearing proper identification shall be permitted to enter all properties for the purposes of inspection, observation, measurement, sampling, and testing pertinent to the discharge to the WWTP in accordance with the provisions of this ordinance.

Sec. 2 Any duly authorized employees of the Town are authorized to obtain information concerning industrial processes which have a bearing on the kind and source of discharge to the public sewer. The industry may withhold information considered confidential. The industry must establish that to revel the information in question to the public might result in an advantage to competitors. The information in question shall be made available to governmental agencies upon written request. The information will be used only in relation to this ordinance, the NPDES permit, or the pretreatment program. The burden of proof that information should be held confidential rests with the industry. However, information about wastewater discharged by the industry (flow, constituents, concentrations and characteristics) shall be available to the public without restriction.

Sec. 3 While performing the necessary work on private property referred to in Article VIII, Section 1, above, the duly authorized employees of the Town shall observe all safety rules applicable to the premises established by the industrial user, and the user shall be held harmless for injury or death to the Town employees, and the Town shall indemnify the user against loss or damage to its property by Town employees and against liability claims and demands for personal injury or property damage asserted against the user and growing out of the gauging and sampling operations, except as such may be caused by negligence or failure of the user to maintain safe conditions as indicated in Article V, Section 8.

Sec. 4 Duly authorized employees of the Town bearing proper identification shall be permitted to enter all private properties through which the Town holds a duly negotiated easement for the purposes of, but not limited to, inspection, observation, measurement, sampling, repair and maintenance of any portion of the wastewater facilities lying within said easement. All entry and subsequent work, if any, on said easement, shall be done in full accordance with the terms of the duly negotiated easement pertaining to the private property involved.

ARTICLE IX Drain Layers

Sec. 1 No person, firm or corporation engaged in constructing sanitary sewers shall engage in or work at such business until they have obtained a Drain Layer License. An applicant for a license will apply on a form made available by the Town. The Town shall act as a licensing board, and shall examine and rule on all applications for a drain layers license. The license, once granted, may be revoked upon notice, for inept work or infraction of the requirements of this ordinance.

Sec. 2 Each Drain Layer shall pay a yearly fee of twenty-five dollars

Sec. 3 Each drain layer upon application for a license shall provide attached to the application assurance of performance as required by the Town.

ARTICLE X Penalties

Sec 1 Any person violating any provision of this ordinance shall be served by the Town with written notice stating the nature of the violation and providing a reasonable time limit for the satisfactory correcting thereof. The offender shall, within the period of time stated in such notice, permanently cease all violations. The Town may, after informal notice to the person discharging wastewater to the public sewer, immediately halt or prevent any such discharge reasonably appearing to present an imminent endangerment to the health and welfare of the public, to the environment, or which threatens to interfere with the operation of the WWTP. Actions which may be taken by the Town include: ex parte temporary judicial injunctive relief, entry on private property to halt such discharge, blockage of a public or private sewer to halt such Discharge, or demand of specific action by the person.

Sec. 2 Any person found to be violating any provision of this ordinance shall be subject to a civil penalty not to exceed $10,000 per day of such violation. ref RSA 149-I:6.

Sec. 3 Any person violating any of the provisions of this ordinance shall become liable to the Town for any expense, loss, or damage occasioned by the Town by reason of such violation.

ARTICLE XI Validity

Sec. 1 All ordinances or parts of ordinances in conflict herewith are hereby repealed

Sec. 2 The invalidity of any section, clause, sentence, or provision of this ordinance shall not affect the validity of any other part of this ordinance which can be given effect without such invalid part or parts

ARTICLE XII Ordinance in Force

Sec. 1 This ordinance shall be in full force and effect from and after its passage, approval, recording and publication as provided by law. Be it hereby resolved that the Hinsdale Board of Selectmen, acting for and as the Hinsdale Water and Sewer Commissioners, within the Town of Hinsdale, New Hampshire hereby passes the foregoing Sewer Use Ordinance this 13th day of February 2012.

_____
Bruce A. Bellville, Chairman

_____
John D. Smith, Selectman

_____
Mike Darcy, Selectman

_____
Jerome Ebbighausen, Jr., Selectman

_____
Richard Schill, Selectman

HINSDALE BOARD OF SELECTMEN

Hinsdale, New Hampshire
February 13, 2012

TOWN OF HINSDALE, NEW HAMPSHIRE
WATER AND SEWER DEPARTMENT
APPLICATION TO CONNECT TO THE MUNICIPAL SEWER SYSTEM

Date:_____

Name:_____

Address:_____

Telephone:_____

Address of the proposed connection:_____

Tax Map Number:_____ Lot Number:_____

Type of Use Proposed: Residential Commercial Industrial*

*Requires NHDES discharge permit

Specify types of waste to be discharged:_____

Indicate fixtures to be connected:

Number	Fixture	Number	Fixture
_____	Kitchen Sinks	_____	Toilets
_____	Bathroom Sinks	_____	Bath tubs
_____	Washing Machines	_____	Shower units
_____	Urinals	_____	Garbage Disposals

Specify other fixtures:_____

_____

_____

_____

The maximum number of persons who will use the above fixtures:_____

Do you have/anticipate municipal water service? Yes No

Please provide the name and address of the contractor who will do line work at your site:

_____

_____

_____

Please provide plan and specifications for the proposed building sewer. (Submit with application.)

CONDITIONS

Applicant will be charged for all labor and material costs incurred by the water and sewer department at the following rates:

Construction costs:	Labor	=	Hourly rate + 50%
	Backhoe	=	$ 45.00 per hour
	Materials	=	Cost + 15%
Connection Fee:	Residential		$1,500 plus construction cost
	Commercial, Industrial		$2,500.00 plus construction cost

Prior to sewer use being authorized, all requirements of the Town of Hinsdale must be met (i.e. zoning and utility requirements).

Approval by the Selectmen for a sewer connection is valid for one year from the date of approval.

Each application is considered on its own merits. The Selectmen reserve the right to deny any application that they determine will jeopardize the efficient and safe operation of the Hinsdale Wastewater Treatment Plant.

The applicant agrees to accept and abide by all provisions of the Town of Hinsdale sewer ordinance and all other pertinent ordinances and regulations present and future.

The applicant agrees to maintain the building sewer at no expense to the Town.

The applicant agrees to contact the Board of Selectmen when the Building sewer is ready for inspection and connection to the public sewer, but before any of the work is covered.

I have read and fully understand the conditions stated above. I hereby agree to abide by those conditions as well as any other pertinent regulations.

_____

Signature

The Hinsdale Board of Selectmen hereby APPROVES / DENIES the application to connect to the municipal sewer system.

_____

_____

Water Superintendent

_____

WWTP Superintendent

_____

Date

APPLICATION
FOR DRAIN LAYER LICENSE
HINSDALE, N.H.

Date:_____

Name:_____

Address:_____
_____

Telephone No._____ Occupation_____
_____

Are you a Licensed Plumber? ( )YES ( )NO NUMBER_____

Have you ever had a Drain Layers License? ( )YES ( )NO

If so, where?_____ (City & State)

When? _____ (Year)

For Whom? Name _____ (Employer)

Address_____

I have attached herewith a Performance Bond (or Liability Insurance) in the amount of $ _
_____ to assure work undertaken during the following year in the town.

I declare, under the laws of perjury, that the foregoing statements are true, and if issued a Drain layers License I will perform all work in accordance with the town sewer use ordinance.

Date _____ Signature_____

New Application ( ) FEE $25.00 Renewal ( ) FEE $25.00

Approved by:

_____ _____
(commissioner/selectman) (commissioner/selectman)

_____ _____
(commissioner/selectman) (commissioner/selectman)

_____ _____
(commissioner/selectman) Date

APPLICATION FOR
SEPTAGE DISPOSAL LICENSE
HINSDALE, NH

DATE:_____

NAME:_____

ADDRESS:_____
_____
_____

TELEPHONE NO._____

ARE YOU LICENSED BY THE DEPARTMENT OF ENVIRONMENTAL SERVICES TO TRANSPORT SEPTAGE?
( ) YES ( ) NO LICENSE #_____

ARE YOU FAMILIAR WITH THE PROCEDURE FOR DISCHARGING SEPTAGE IN THE TOWN? ( ) YES ( ) NO

Annual Spetage Disposal License Fee: $25.00
Payable to Hinsdale Water Dept. at time of License Issuance.

OWNERS SIGNATURE_____

APPROVED BY:

_____ _____
(commissioner/selectman) (commissioner/selectman)

_____ _____
(commissioner/selectman) (commissioner/selectman)

_____ _____
(commissioner/selectman) Date

TOWN OF HINSDALE
SEPTAGE DISPOSAL LICENSE
HINSDALE, NH
page 2

NH State Permit No._____
NAME_____ ADDRESS_____
TELEPHONE_____ _____

is hereby authorized to dump/discharge septic tank waste originating from domestic sources. Commercial waste maybe refused, at the discretion of the Sewer Commission or it's representatives. Reasons for refusal may include, but are not limited to, wastes containing

(a) gasoline, benzene, naptha, fuel oil, or other flammable or explosive liquid, solid, or gas.
(b) toxic or poisonous solid, liquid, or gas in sufficient quantity, either singly or by interaction with other waste, to injure or interfere with sewage treatment process, or create any hazard in the receiving waters of the sewage treatment plant.
(c) fats, wax, grease, or oils, whether emulsified or not; substances which may solidify or become viscous at temperatures between thirty-two (32°) and one hundred and fifty (150°) degrees F (0-65° C).
(d) strong acid iron pickling wastes, or concentrated platin solutions whether neutralized or not.
(e) iron, chromium, copper, zincs and/or similar objectionable or toxic wastes.
(f) unusual concentrations of inert suspended solids such as stone dusts, lime residues, and Fullers earth.
(g) unusual concentrations of ashes, cinders, sand, stone dust, mud, straw, shavings, metals glass, rags, feathers, tar, plastics, wood, whole blood, paunch manure, hair, fleshings, entrails paper dishes, cups, and milk cartons, etc.
(h) any other substance that will interfere with the treatment plant process or cause the treatment plant to discharge an effluent that will be in violation of Federal, State, or other public agencies' permit requirements for which the town is responsible.

I the undersigned agree to not dump/discharge any waste which I know is included in the above list. I further agree to inform the Sewer Commission or it's representatives of any waste that may fall into this list.

DATE_____ SIGNED_____

FEE RECEIVED_____ SIGNED_____

Appendix E.

Town of Hinsdale, New Hampshire
Sewer System Inflow Maintenance Program

All sewer systems have some level of non-sanitary flows entering the collection system. This flow is commonly known as infiltration/inflow (I/I). Infiltration is the groundwater entering the sewer system through leaking pipes and manholes and inflow is stormwater entering the sewer system through direct connections such as catch basins, roof leaders, sump pumps, foundation drains, etc.

From the Sewer System Study performed by Underwood Engineers in 2003 the following observations are provided regarding collection system I/I.

1. Sanitary flows in Hinsdale are estimated at 76,000 gpd. The average daily flow recorded at the WWTF was 161,000 gpd. Therefore the I/I was estimated to be 85,000 gpd representing approximately 53% of the overall flow.

2. Several studies have been performed over the years relating to I/I and two of the studies, that included flow monitoring, documented excessive I/I throughout the system.

3. The WWTF was constructed in 1979 and since its construction, has been subject to excessive I/I. These flows have caused the facility to violate the NPDES permit requirement of 85% removal rate because of low influent BOD and TSS concentrations due to excessive clean water and have required significantly more operator attention to the process units to meet permit limits.

4. Utilizing previous flow monitoring results, I/I was considered excessive in sub-basins IA, IB, IC, IVA, VI, VIIA and VIIB (excessive = 1,500 gpd/in-dia/mile), and were subsequently and were television inspected.

5. There does not appear to be significant sources of direct inflow (i.e. roof leaders, yard drains, cross connections from storm drains and catch basins) given that no immediate increase in wastewater flows can be seen during or closely following rain events.

6. Delayed inflow from sump pump discharge may be present, but can not be readily identified by reviewing the rainfall and treatment facility flow data. However, during the April 2003 television inspection, approximately 55 services were reported “running”. This may be due to sump pumps, cellar drains or foundation drains.

7. It is clear that infiltration is present in the wastewater system given the base treatment facility flows over and above the project domestic wastewater flows during dry weather flow. This includes groundwater entering the system through defective joints and pipes. It may also include steady flow from foundation drains or cellar drains.

In order to ensure adequate, reliable, and economical sewer service to connected users served by the system, the Town of Hinsdale has adopted this Sewer System Inflow Maintenance Program.

Phase I. –Maintenance Activities

Routine Maintenance Activities

Activity	Suggested Frequency	Comment
Sewer pipe cleaning, root removal/jetting[1]	20% of the system per year	5 year cycle
Sewer TV inspection[1]	20% of the system per year	5 year cycle
Manhole inspection[1]	20% of the system per year	5 year cycle
Grease trap inspection	At least once per year	1 year cycle

1. These items should be done in concert. For example, cleaning & root removal would be done before TV inspection.

As Needed Maintenance Activities

Activity	Suggested Frequency	Comment
Smoke testing – I/I source identification[2]	As indentified & necessary	
Dye testing	As indentified & necessary	
Private connection/home inspection[2]	As indentified & necessary	
Flow monitoring[2]	As indentified & necessary	
Updating of collection system map	As necessary	

1. These items should be done in concert. Flow monitoring will indentify areas needing further inspection.

Phase II . – Public Out Reach Efforts

It is important to further educate the sewer system users on the impact that I/I can have on a sewer collection system as well as the operating budget. A review of the Town's Sewer Use Ordinance (SUO) reveals that it is up to date (latest significant revision in 2008) and adequately prohibits illicit sewer connections. Therefore, it is recommended that Hinsdale insure that all users are complying with the Sewer Use Ordinance as it pertains to illicit sewer connections.

A. Public Educational Program

All sewer users need to be informed immediately via letter about illicit connections and their negative impacts to the sewer collection system as well as to the operating budget. Additionally, a public educational brochure should be developed and mailed annually with the sewer bills. This brochure should incorporate the following:

- An explanation of the impact to the sewer system that excess water can cause; such as raw sewage overflows to streets, sewage backups into people's homes, untreated sewage into ditches and water bodies, and the introduction of harmful bacteria and viruses into the environment.

- An explanation of the different sources of high flows to the sewer system including; sump pumps and basement drains, roof drains, yard and driveway drains, and deteriorated service connections.

- Clarification that discharges from these illicit connections to the sanitary sewer system is prohibited by the SUO and that they must be removed.

- Give details of the potential illicit connection situations and offer recommended methods for removing the sources from the sewer.

B. House-to-House Inspection

A house-to-house Building Inspection to locate possible individual sources of clean flow will be performed aimed at identifying problems. A letter will be provided to property owners requesting an inspection of the interior plumbing in their basement and the exterior areas of their building for this purpose.

The inspection will only take about 10 minutes during which time a few simple questions will be asked regarding storm water and drainage. If a problem is found on a property, the Town will work with the property owner to find a resolution. Penalties will not be accessed as long as property owner shows good faith in correcting the problem.

Type of Penalty	Within 7 Days	Thereafter
Warning	*No Fine*	*No Fine*
1st Offense	*$25.00 per day*	*$50.00 per day*
2nd Offense	*$50.00 per day*	*$100.00 per day*
Subsequent Offense	*$100.00 per day*	*$200.00 per day*

Penalties will not be accessed as long as property owner shows good faith in correcting the problem.

C. Inspections Prior to Sale/Transfer of All Buildings

Prior to the Sale/Transfer of All Buildings, the Town of Hinsdale Water Department will be contacted and will conduct and inspections to determine whether there are sump pumps illegally connected to the sanitary sewer. This inspection consists of an inside and outside survey performed by a water department representative. Inspections will be scheduled by appointment and will be conducted during normal office hours. Inspections will be completed within 5 business days of request. A representative of the property owner must be present to provide access during the inspection.

Inspection/Re-inspection Reports shall be valid for one (1) year from the date of issuance of the report upon conformance with the regulations. Any sale or transfer of the property during this period will not necessitate and additional inspection or fee unless modifications to the structure or the plumbing system have been made requiring additional inspection.

Inspections will be completed by a designated Town representative with sufficient training/knowledge to assist or direct the owner or their representative on necessary repairs prior to re-inspection if required. As a result of the inspection, any modifications completed shall be permanent and in accordance with the applicable Town codes. Re-inspection will be required upon completion of repairs to insure conformance with regulations. Inspection fees are $25.00. No fee will be charged for re-inspection after ordered repairs have been completed. All costs associated with the repairs ordered shall be the responsibility of the property owner.

Town of Hinsdale

ROBERT JOHNSON 336-5714
WASTEWATER PLANT SUP.

DENNIS NADEAU 336-5715
WATER AND SEWER DEPARTMENT SUP.

WE NEED YOUR HELP TO STOP THE WASTEWATER OVERFLOW IN HINSDALE.

HOUSEHOLD CHECKLIST

1. ROOF DRAINS
2. SUMP PUMP
3. OPEN CLEAN OUTS
4. OPEN PIPE
5. YARD/DRIVEWAY DRAINS
6. SEWER SERVICE CONNECTION
7. BASEMENT PERIMETER DRAINS

ROOF DRAINS

The roof drains, gutters, and /or downspouts on your building are connected to the sewer service. Therefore, the rain that falls on your roof runs quickly into the sewer, using storage and conveyance capacity of the sewer pipe, and adding to the overflow problem.

How to correct the problem:

1. Observe where downspouts connect into the sewer system. This connection is usually either a pipe that bends and goes into your house, or goes directly underground with no visible outlet.
2. If the downspout enters the house by a pipe, pull the downspout out of that pipe. Remove the pipe that goes into your house and seal the hole by securing a cap or mortaring it closed with concrete so no rainwater can get into it.
3. If the downspout goes directly underground, dig around the pipe to expose the point where you can pull the downspout out of the pipe. Remove the downspout and either secures a cap or mortar it closed with concrete. You must contact the Town for an inspection before backfilling over the sealed pipe.
4. Redirect the downspout as far away from you house as possible so water running off it will drain away from you building and windows. You may want to place a concrete or plastic splashblock at the end of the downspout outlet to prevent erosion. Try to avoid running water directly across sidewalks or other walkways.

SUMP PUMP

A sump pump is designed to collect groundwater that seeps through basement walls and foundations. During wet weather, your sump pump forces water into a sink or other direct connection to you property's sewer service. The water from you sump pump quickly enters the sewer, using storage and conveyance capacity of the sewer pipe, and adding to the overflow problem.

How to correct the problem:

1. Determine what you sump pump collects and where it outlets. If your sump pump collects any wastewater, such as from your washer or sink, contact the Town for further instructions.
2. Redirect the pipe leaving you sump pump to the outside, possible through a basement window. Replace the closest basement windowpane with a piece of plywood, sheet metal, etc. Cut a hole to match the size of the outlet pipe. Run the pipe through the hold and caulk any gaps between the pipe and the opening.
3. If no basement exists, or is too far from the sump pump, drill a hold through the sill of the building. Outlet the pipe through this opening, allowing the water to drain away form the house onto a concrete or plastic splashblock outside. Caulk any gaps between the pipe and the opening.
4. Extend the outlet pipe as far away from your house as possible so water running off it will drain away from you building and windows. You may want to place a concrete or plastic splashblock at the end of the downspout outlet to prevent erosion. Try to avoid running water directly across sidewalks or other walkways.

OPEN CLEAN-OUTS

A clean-out is a section of pipe connected to your building's sewer service connection that allows access to the service for cleaning. Typically a clean-out is inside you basement, but it may be outside. The clean-out on your property is not closed properly, allowing rainwater or basement water to enter it. This water quickly enters the sewer, using storage and conveyance capacity of the sewer pipe, and adding to the overflow problem.

How to correct the problem:

1. Determine where the clean-out is located.
2. Note the size and material, and purchase a cap that fits or screws onto the clean-out. Your hardware store can recommend the best method based on the size and material of the pipe.

OPEN PIPE

An open pipe is any pipe near your house that allows water to enter your building's sewer service. It may have served as a connection for a roof drain downspout into the sewer service at some point in the past. The water quickly enters the sewer, using storage and conveyance capacity of the sewer pipe, and adding to the overflow problem.

How to correct the problem:

1. Locate the pipe opening adjacent to your building.
2. Either secure with a cap available from the hardware store or mortar it closed with concrete.

YARD/DRIVEWAY DRAINS

A yard or driveway drain collects water which would otherwise form a pond in a low spot because it cannot drain away by gravity. The water quickly enters the sewer, using storage and conveyance capacity of the sewer pipe, and adding to the overflow problem.

How to correct the problem:

DO NOT ATTEMPT THIS ON YOUR OWN. THIS INVOLVES EXCAVATION. CONTACT A LICENSED CONTRATOR OR PLUMBER. CONTACT THE TOWN FOR A PERMIT AND FOR ADDITIONAL GUIDANCE.

SEWER SERVICE CONNECTION

If your sewer service connection is cracked or separated allowing groundwater to enter. The water quickly enters the sewer, using storage and conveyance capacity of the sewer pipe, and adding to the overflow problem.

How to correct the problem:

DO NOT ATTEMPT THIS ON YOUR OWN. THIS INVOLVES EXCAVATION. CONTACT A LICENSED CONTRATOR OR PLUMBER. CONTACT THE TOWN FOR A PERMIT AND FOR ADDITIONAL GUIDANCE.

BASEMENT PERIMETER DRAINS

A basement perimeter drain is usually some type of trench running along the bottom of your basement wall to collect water that seeps through your basement walls or foundation. The water quickly enters the sewer, using storage and conveyance capacity of the sewer pipe, and adding to the overflow problem.

How to correct the problem:

1. Locate where the basement perimeter drains collect and the pipe that discharges it to the house sewer service.
2. Determine the size of the pipe opening and the material used. Permanently seal the open pipe with concrete mortar or a cap.
3. Install a sump pump to route the water outside.
4. Follow instructions under SUMP PUMP #3 and #4.

Town of Hinsdale

Wastewater Treatment Plant/Water and Sewer Department

Wastewater Plant Sup. Robert Johnson 336-5714 and
Water and Sewer Department Sup. Dennis Nadeau 336-5715
Office Hours: Monday – Thursday 7am- 4pm

I would like to request an inspection of my sewer connection(s) on my property to comply with the Town's requirements. I understand that the Town will visit my property to inspect this work, and I will be called to schedule this inspection.

Name:_____

Property Address:_____

Phone (home):_____ (work) _____

The best time to reach me at the above numbers is:

Home: _____Work: _____

Special Instructions or comments:

_____
_____
_____
_____
_____
_____
_____
_____
_____
_____
_____
_____
_____
_____

This form can be dropped off at the Hinsdale Water Collections office in the Town Hall during normal office hours or mailed to Hinsdale Water Department , PO Box 72, Hinsdale NH 03541.

Hinsdale Water Works

PO Box 72
Hinsdale, NH 03451603 336-5727 X17 (OFFICE) 603 336-5711 (FAX)
HOURS: Monday – Thursday 8 am-12 & 12:30 -4 pm

Dear Property Owner;

We know that there are some properties in town where the sump pump in the basement is being discharged into the town sewer system. This is a violation of the Town Of Hinsdale Sewer Use Ordinance. It also violates State Law RSA Chapter 149-I Sewers and in particular Section 149-I:6 Bylaws and Ordinances which allows for civil penalties of up to $10,000 per day for such a violation of the Town Sewer Use Ordinance.

In Particular from the Sewer Use Ordinance;

Article 4, Building Sewers and Connections
Section 4.9 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 sanitary sewer.

Article 5, Discharge to Public Sewers
Section 5.1 No person(s) shall discharge or cause to be discharged any unpolluted waters such as stormwater, groundwater, roof runoff, subsurface drainage or noncontact cooling water to any sanitary sewer.

If you are in violation it needs to be corrected immediately. If you need assistance in possible alternatives please contact us. We will work with property owners who contact us to find a suitable resolution. Those who we find that are still violating the Ordinance and have not contacted us will be subject to civil penalties.

Respectfully,

Dennis Nadeau
Water & Sewer Supt.
(603)336-5715

Robert J. Johnson
WWTP Supt.
(603)336-5714

TOWN OF HINSDALE
NOTICE OF VIOLATION

P.O. Box 13
Hinsdale NH 03451
(603)336-5710

ISSUED BY: _____DEPARTMENT

Location: _____

Date and Time: _____

Name of Violator: _____

Address: _____

Section of Code Violated: _____

Explanation of Violation: _____
_____
_____
_____

Corrective Action: _____
_____
_____

Date: _____

YOU ARE HEREBY NOTICED TO CEASE AND DESIST ANY FURTHER CONSTRUCTION AT THIS LOCATION UNTIL ALL NECESSARY PERMITS ARE OBTAINED. THIS IS A WARNING-IF WORK RESUMES BEFORE THE PROPER PERMITS ARE OBTAINED PENALTIES WILL BE ASSESED.

CERTIFIED MAIL
BY: _____ISSUER Date: _____

Type of Penalty	Within 7 days	Thereafter
Warning	*No Fine*	*No Fine*
1st Offense	*$25.00 per day*	*$50.00 per day*
2nd Offense	*$50.00 per day*	*$100.00 per day*
Subsequent Offense	*$100.00 per day*	*$200.00 per day*

You are charged with the violation indicated. This citation may be disposed of without your personal appearance if payment is made or postmarked within 7 days after time of violation. Failure to pay the Penalty imposed by this citation will subject you to court action. Please place check or money order in envelope, seal and mail. Responsibility for receipt of payment rests with you. Notify the issuing department with 7 days if you wish to contest the issuance of this citation to the Hinsdale Board of Selectmen.

DO NOT MAIL CASH
MAKE CHECK PAYABLE TO THE TOWN OF HINSDALE
OFFICE HOURS 8:00 AM to12:00 & 12:30 to 4:00 PM MONDAY –THURSDAY
EXCEPT HOLIDAYS

Appendix F.

FEES, RATES, CONSTRUCTION COSTS AND OTHER CHARGES
MUNICIPAL SEWER RATE

Connection Fee:	Residential	$1,500 plus construction cost
	Commercial, Industrial	$2,500.00 plus construction cost

Service Fees:

Type	Flat Rate		
Residential	$	66.00	plus consumption
Commercial	$	77.00	plus consumption
Industrial	$	93.50	plus consumption
			$ 33,200.00
*Flat Rate Users	$	132.25	
**Consumption	$	5.78	per 1,000 gallons

*$66.00 Flat rate per unit plus average consumption of 12,500 gallons per quarter

**Consumption is based on water usage registered through meter.

Construction costs:	Labor	=	Hourly rate + 50%
	Backhoe	=	$45.00 per hour
	Materials	=	Cost + 15%

Drain Layer License Fee: $25.00 Annually
Septage Disposal License Fee: $25.00 Annually
Septage Disposal Rate: $0.15/gallon
Camper/Motorhome Dumping Fee: $5.00 Flat Rate

FEES, RATES, CONSTRUCTION COSTS AND OTHER CHARGES MUNICIPAL SEWER RATE
Amended

May 17, 2007
August 13, 2007
June 30, 2008
October 26, 2009
February 13, 2012