

POLICY NUMBER: 6.20-03
SUBJECT: Policy for the Acceptance of Septage and Holding Tank Waste
EFFECTIVE DATE: January 1, 2009
SUPERCEDES: April 1, 2003
APPROVED BY: BOT

Purpose:

The purpose of this policy is to define the District's Policy for the Acceptance of Septage and Holding Tank Wastes. The policy clearly defines the waste characterization and the requirements for the acceptance of waste from sources outside of the Wastewater Member Communities. This policy replaces and incorporates modifications to the Procedures adopted by the Board of Trustees on January 24, 1994.

Definitions:

Septage: Any waste, refuse, effluent, sludge or other material derived from a septic tank, cesspool, vault privy or similar source which concentrates wastes or to which chemicals have been added. **THE PRACTICE OF DECANTING SEPTAGE FOR THE PURPOSES OF DISPOSING OF THE SUPERNATANT AS HOLDING TANK WASTE OR MATERIALS OTHER THAN SEPTAGE IS STRICTLY PROHIBITED. CONCENTRATION OF SEPTAGE MAY RESULT IN ADDITIONAL SURCHARGES TO ACCOUNT FOR THE INCREASED COSTS ASSOCIATED WITH THE TREATMENT OF THE MATERIAL.** Per this definition, portables are considered to be septage.

Holding Tank Waste: Any waste derived from the temporary storage of sanitary waste including those derived from sinks and sanitary plumbing fixtures. Holding Tank Wastes are expected to exhibit pollutant concentrations similar to that of typical domestic wastewater.

Other Waste: Any waste that does not satisfy the definition of Septage or Holding Tank Waste. Other Wastes may include commercial wastes that include materials other than sanitary waste. **Other Wastes must be specifically approved by the District prior to acceptance.** Pricing for the acceptance of Other Wastes will be dependant upon the pollutant concentrations of the waste and will be subject to mutually acceptable pricing.

Classifications and prioritization for the acceptance of Waste from Communities

1. **Member Community utilizing District Wastewater Services:** A Chartered Member Community contributing wastewater flow to an existing facility (Gorham, Windham, Cumberland, Portland, Westbrook). These Communities will be given first priority base on capacity and the availability of the septage-receiving site. *No Administrative Contract is required*
2. **Sebago Lake Watershed Protection Area Septic System:** A septic system located within the defined Watershed Protection Area. This area is designated by any property located within 500 feet of Sebago Lake or as may be determined by District. *An Administrative Contract and Fee is required.*
3. **Sebago Lake Watershed Community:** A non-member or member community (Raymond) that is located within the direct Sebago Lake Watershed boundary. *An Administrative Contract and Fee is required.*
4. **Member Community with No District Wastewater Services:** A Chartered Member Community, which the District does not collect or treat wastewater and has ownership of their own facility. (Scarborough, Falmouth, South Portland). *These Communities will not be received without a Reciprocity Agreement executed.*

5. **Other Community:** A non-member community. An Agreement for the acceptance of any waste must be executed with the District prior to the acceptance of waste. *An Administrative Contract and Fee is required.*

Administrative Contract and Fee

An Administrative Contract is an agreement that allows communities that do not utilize the District's Wastewater Services to utilize the District's septage receiving facilities for a fee. This agreement is pursuant to 38 MRSA – 1305 -section (6)

Reciprocity Agreement

A reciprocity agreement is an agreement that would allow the district to utilize a member community's Septage receiving facility that are not operated by the District as a backup to District owned facilities and vice versa.

Community Priority

Administrative Contracts and Reciprocity Agreements will be approved, as capacity allows using the following community priorities

1. Member Community utilizing District Wastewater Services
2. Sebago Lake Watershed Protection Area Septic System
3. Sebago Lake Watershed Community
4. Member Community with No District Wastewater Services
5. Other Community

Policy:

Liquid Wastes are accepted via truck delivery at the Westbrook and East End Wastewater Treatment Facilities. The District has procedures for accepting this waste at each facility that include the operating hours, sampling requirements, and other operational specific items. The Policy defines waste types, the waste acceptance fees, and the procedure for the acceptance of wastes from Non-Member Communities.

- Waste Types are defined in accordance with the defined terms for Septage, Holding Tank Waste, and Other Wastes.
- All wastes will be received in accordance with permit conditions and operational procedures established at each facility.
- Pricing – Acceptance Fees for Septage, Holding Tank Waste, and Other Wastes are established and adopted by the Board of Trustees based upon staff recommendation. Administrative fees are also established and adopted by the Board of Trustees based upon staff recommendation. Pricing is incorporated into the Policy through the Acceptance Fee Schedule and may be amended from time to time by the Board of Trustees.
- Wastes from Member Communities are accepted according to the waste type as defined in the policy. The hauler is assessed a fee based upon the Current Acceptance Fees.
- A Non-Member Community must have an executed Agreement with the District prior to the acceptance of waste from that community. The Non-member Community will be assessed an Administrative Fee in addition to the fee assessed to the hauler according the waste type.
- A septic system located within the Watershed Protection Area may be accepted without an Agreement with the Community at the District's sole discretion. The Watershed Protection Program may subsidize the acceptance fee and the Administrative Fee in part or in its entirety.

Penalty: Failure to abide by the Policy and/or Procedures may result in a 1-year suspension of the permit to the hauler or Administrative Agreement to the Community. Willful violations may result in revocation of the permit

Appeals and Complaint Procedure:

Appeals: Should the Staff or the General Manager deny any request to bring Septage to a plant the hauler or community may ask the Board of Trustees to review the decision for a final determination.

Complaints: Any complaint or concerns regarding this policy should be communicated initially to the General Manager to be reviewed by Staff. Any Staff decision on the inquiry may be reviewed by the Board of Trustees at the request of the party making the inquiry.

Policy for the Acceptance of Septage and Holding Tank Waste

Acceptance Fee Schedule

- Septage will be accepted at a rate of \$115.00 per 1,000 gallons.
- Holding Tank Waste will be accepted at a rate of \$115.00 per 1,000 gallons.
- The Administrative Fee assessed to Non Member Communities and to Member Communities that do not receive an annual wastewater assessment is \$52.00 per 1,000 gallons.

All Communities must execute a current Agreement (Administrative Contract) with the District by April 1, 2003 to continue service.