

JACKMAN UTILITY DISTRICT-SEWER DIVISION

RULES AND REGULATIONS

FOR

SEWER USE AND SEWER USE CHARGES

Updated 4-8-20

TABLE OF CONTENTS
RULES AND REGULATIONS FOR SEWER USE AND CHARGES

		<u>Page No.</u>
Article I	Purpose	4
Article II	Definitions	5
Article III	Abbreviations	9
Article IVA	Liability Insurance Required	10
Article IVB	Number of Construction Projects	10
Article IVC	Individual Projects Limited	10
Article V	Use of Public Sewers Required	11
Article VI	Private Wastewater Disposal	12
Article VII	Dump Station Standards	13
Article VIII	Building Sewers and Connections	14
Article IX	Use of Public Sewers	18
Article X	Sewer Extension	23
Article XI	Protection from Damage	27
Article XII	Powers and Authority of Inspectors	28
Article XIII	Penalties	30
Article XIV	Sewer Use Charges	31
Article XV	Capping Sewer after Demolition	32
Article XVI	Revenue and Utilization	33
Article XVII	Rate and Charges	34
Article XVIII	Billing and Payment	35
Article XiX	Sampling, Reporting and Access	36

Article XX	Request for Review of Charges	36
Article XXI	License	36
Article XXII	Validity	36
Article XXIII	Rules and Regulations in Force	37
Appendix A.	Applications for Building Sewer Permits	38
Appendix B	Sewer Main Extension Application	39
Appendix C	Sewer Rate & Outline of Customer Units	44
Appendix D	Campground Sewer Charge	45
	Building Definitions	47

RULES AND REGULATIONS FOR SEWER USE

RULES AND REGULATIONS FOR REGULATING THE USE OF PUBLIC AND PRIVATE SEWERS AND DRAINS, PRIVATE WASTEWATER DISPOSAL, THE INSTALLATION AND CONNECTION OF BUILDING SEWERS, AND THE DISCHARGE OF WATERS AND WASTES INTO THE PUBLIC SEWER SYSTEM; AND PROVIDING PENALTIES FOR VIOLATIONS THEREOF: IN THE TERRITORY OF THE JACKMAN UTILITY DISTRICT

RULES AND REGULATIONS FOR SEWER USE CHARGES

RULES AND REGULATIONS ESTABLISHING SEWER USE CHARGES IN THE TERRITORY OF THE JACKMAN UTILITY DISTRICT-SEWER DIVISION TO PROVIDE FUNDS NEEDED TO PAY FOR OPERATION AND MAINTENANCE EXPENSES ASSOCIATED WITH THE DISTRICT'S WASTEWATER TREATMENT FACILITIES

WHEREAS, the Jackman Sewer District now Jackman Utility District ("District") constructed wastewater treatment facilities; and

WHEREAS, it is the District's intent to establish proportionate user charges that place the costs of abatement directly on the sources of pollution, conserve potable water, and maintain financial self-sufficiency; and

WHEREAS, the District must pay the operation and maintenance expenses associated with the said treatment facilities accordingly:

Be it enacted by the Trustees of the Jackman Utility District as follows:

ARTICLE I

Purpose

Section 1. It is determined and declared to be necessary and conducive to the protection of the public health, safety, welfare and convenience of the Jackman Utility District-Sewer Division to collect charges from all users who contribute wastewater to the District's treatment facilities. The proceeds of such charges so derived will be used for the purpose of operating and maintaining the public wastewater treatment facilities.

ARTICLE II

Definitions

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

"Biochemical Oxygen Demand (BOD)" shall mean 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.

"Board of Trustees" shall mean the duly elected Trustees of the Jackman Utility District, or their authorized representative.

"Building" shall mean a structure built, erected and framed of component structural parts designed for the housing, shelter, enclosure, or support of persons, animals, or property of any kind.

"Building Drain" shall mean 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. The building drain extends eight (8) feet (2.44 meters) outside the inner face of the building wall.

"Building Sewer" shall mean the extension from the building drain to the public sewer or other place of disposal, also called house connection.

"Combined Sewer" shall mean a sewer intended to receive both wastewater and storm or surface water.

"Commercial/Industrial User" shall mean all retail stores, restaurants, office buildings, laundries, other private business and service establishments, social, charitable, religious, or educational institutions such as schools, churches, hospitals, and nursing homes.

"Contractor" shall mean any entity engaged in construction of building sewers, storm drains, or sewer extensions within the area governed by the District. 3/16/1987

"District" shall mean the Jackman Utility District-Sewer Division. 11/17/2008

"Easement" shall mean an acquired legal right for the specific use of land owned by others.

"Engineer" shall mean the professional Engineer retained by the Jackman Sewer District. In the event the District has not retained an Engineer, the term "Engineer" as used herein will be construed to mean the Superintendent of the Jackman Sewer District.

"Equivalent Commercial/Institutional Unit" shall be based on the use of 1 to 12,000 cf /year of water by a commercial or institutional establishment.

"Equivalent Residential Unit" shall be based on the use of 1 to 7,000 cf /year of water by a residential user (for 1 living unit as defined below).

"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.

"FOG" refers collectively to the fats, oils, and grease found in most residential kitchens and commercial Food Service Establishments. Many foods that are processed and served contain FOG.

Food Service Establishment: An establishment, business, facility or user engaged in preparing, serving or making food available for consumption, including but not limited to: restaurants, cafes, lunch counters, cafeterias, bars and clubs, hotels, bed and breakfasts, hospitals, sanitariums, factories, school kitchens, commercial kitchens, and nursing homes.

"Garbage" shall mean the animal and vegetable waste resulting from the handling, preparation, cooking, and serving of food.

Illegal Sewer Connection: The connection of roof downspouts, exterior 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 sanitary sewer.

"Industrial User" shall include any non-governmental, non-residential user or publicly owned treatment works which is identified in the Standard Industrial Classification Manual, 1972, Office of Management and Budget, as amended and supplemented, under the following Divisions; Division A-Agriculture, Forestry, and Fishing; Division B - Mining; Division D -Manufacturing; Division E - Transportation, Communications, Electric, Gas and Sanitary; and Division I - Services.

"Industrial Wastes" shall mean the wastewater from industrial processes, trade or business as distinct from domestic or sanitary wastes.

"Living Unit" means one or more rooms arranged for the use of one or more individuals living together as a single housekeeping unit, with cooking, living, sanitary and sleeping facilities.

"Motel Unit" means a room or rooms which are directly accessible from an outdoor parking area.

"Natural Outlet" shall mean any outlet, including storm sewers and combined sewer overflows, into a watercourse, pond, ditch, lake or other body of surface or groundwater.

"Operation and Maintenance" shall mean 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 which such works were designed and constructed. The term "operation and maintenance" includes replacement as defined below.

"Person" shall mean any individual, firm, company, association, society, corporation, municipal or quasi-municipal agency, state agency, federal agency or other legal entity.

"pH" shall mean 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} .

"Pollutant" shall include but is not limited to dredged spoil, solid waste, junk, sewage sludge, munitions, chemicals, biological or radiological materials, oil, petroleum products or by-products, heat, wrecked or discarded equipment, rock, sand, dirt and industrial, municipal, domestic, commercial, or agricultural wastes of any kind.

"Properly Shredded Garbage" shall mean the wastes from the handling, preparation, cooking, and serving 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 one-half (1/2) inch (1.27 centimeters) in any dimension.

"Property Line" shall mean the edge of the street right-of-way if the building sewer is to connect with the public sewer in a public street. "Property Line" shall mean the edge of a sewer easement in those instances where the building sewer connects to the public sewer in a sewer easement.

"Public Sewer" shall mean a common sewer owned, operated, and maintained by public authority, or governmental agency.

"Replacement" shall mean expenditures for obtaining and installing equipment, accessories, and appurtenances which are necessary during the useful life of the treatment facilities to maintain the capacity and performance for which such works were designed and constructed.

"Residential User" shall mean any user of the District's wastewater treatment facilities whose lot, parcel or real estate, or building is used for dwelling purposes only.

"Sanitary Sewer" shall mean 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.

"Sewer" shall mean a pipe or conduit that carries wastewater or drainage water.

"Shall" is mandatory; *"May"* is permissive.

"Slug" shall mean any discharge of water, or wastewater 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 and adversely affect the collection system and/or performance of the wastewater treatment works

"Storm Drain" (sometimes termed "Storm Sewer") shall mean a drain or Sewer for conveying water, groundwater, subsurface water, or unpolluted water from any source.

"Superintendent" shall mean the superintendent of wastewater facilities of the Jackman Sewer District or his

authorized deputy, agent, or representative.

"Suspended Solids" shall mean 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" published by the American Public Health Association and referred to as non filterable residue.

"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 sewers and wastewater treatment facilities provided.

"User" shall mean any individual, firm, company, association, society, corporation, municipal or quasi-municipal agency, state agency, federal agency or other legal entity.

"User Charge" (also called O&M charge) shall mean that portion of the total wastewater service charge which is levied in a proportional and adequate manner for the cost of operation, maintenance and replacement of the wastewater treatment works.

"Wastewater" shall mean 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, business buildings, institutions, and industrial establishments, together with such ground, surface and stormwaters as may be present.

"Wastewater treatment plant" shall mean an arrangement of devices and structures for treating wastewater, industrial waste, and sludge.

"Wastewater Treatment Facilities" shall mean any devices and systems for the storage, treatment, recycling and reclamation of municipal sewage, domestic sewage or liquid industrial wastes. These include intercepting sewers, outfall sewers, sewage collection systems, pumping, power, and other equipment and their appurtenances; extensions improvement, remodeling, additions and alterations thereof; elements essential to provide a reliable recycled supply such as standby treatment units and clear well facilities; and any works, including site acquisition of the land that will be an integral part of the treatment process or is used for ultimate disposal of residues resulting from such treatment (including land for composting sludge, temporary storage of such compost and land used for the storage of treated wastewater in land treatment systems before land application); or any other method or system for preventing, abating, reducing, storing, treating, separating or disposing of municipal waste or industrial waste, including waste in combined stormwater and sanitary sewer systems.

"Water Course" shall mean a natural or artificial channel for the passage of water either continuously or intermittently.

ARTICLE III

Abbreviations

For the purpose of these rules and regulations the following abbreviations shall have the meaning ascribed to them under this article. References to standards of the following organizations shall refer to the latest edition of same.

ANSI shall mean American National Standards Institute.

ASME shall mean American Society of Mechanical Engineers.

ASCE shall mean American Society of Civil Engineers.

ASTM shall mean American Society for Testing and Materials.

AWWA shall mean American Water Works Association.

cm shall mean centimeter.

CS shall mean Commercial Standards.

Degrees C shall mean degrees celsius.

Degrees F shall mean degrees Fahrenheit.

DEP shall mean State of Maine Department of Environmental Protection.

EPA shall mean United States Environmental Protection Agency.

FOG fats, oils, grease

FSE shall mean Food Service Establishment

ICR shall mean Industrial Cost Recovery.

kg shall mean Kilograms.

l shall mean liters.

M shall mean meter.

mg/l shall mean milligrams per liter.

NEIWPCC shall mean New England Interstate Wastewater Pollution Control Commission.

NPC shall mean National Plumbing Code.

ppm shall mean parts per million.

Sg.m. shall mean square meter.

WPCF shall mean Water Pollution Control Federation.

ARTICLE IV A

LIABILITY INSURANCE REQUIRED

Section 1. A Contractor engaged in construction must present to the District a Certificate of insurance showing minimum liability coverage of \$300,000.00 for bodily injury and \$200,000.00 for property damage including collapse and underground coverage before a permit will be issued for construction of building sewers, storm drains, or sewer extensions. Higher coverage may be required by the District when circumstances reasonably require it. The District shall be notified prior to cancellation of policy.

3/16/1987

ARTICLE IV B

NUMBER OF CONSTRUCTION PROJECTS

Section 1. The Superintendent may at any time restrict the number of construction projects on the sewer in operation at any one time.

Section 2. There shall be no construction, (except in an emergency, as deemed by the Superintendent or the Board of Trustees) on the sewer from October 15th of any year until June 1st of the following year. The Superintendent shall have the authority to extend this non-construction period if he/she decides for any reason the weather is favorable for construction. 5/15/1989

ARTICLE IV C

INDIVIDUAL PROJECTS LIMITED:

Section 1. No Property Owner, Contractor, or Developer shall have more than 2 (two) uncompleted construction projects within the District at any one time. 5/15/1989

ARTICLE V

Use of Public Sewers Required

Section 1. It shall be unlawful for any person to place, deposit, or permit to be placed or deposited in any unsanitary manner on public or private property within the territory of the Jackman Sewer District, any human or animal excrement, garbage, or other objectionable waste.

Section 2. It shall be unlawful to discharge to any natural outlet within the territory of the Jackman Sewer District, any wastewater or other polluted waters, except where suitable treatment has been provided in accordance with subsequent provisions of these rules and regulations and the requirements of the State of Maine.

Section 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.

Section 4. The owner(s) of all buildings, or other properties used for human occupancy, employment, recreation, or other purposes, situated within the territory of the Jackman Sewer District and abutting on any street, alley, or right-of-way in which there is now located or may in the future be located a public sanitary sewer of the District, 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, and if feasible, with a separate connection for each house or building, in accordance with the provisions of these rules and regulations, within 90 days after date of official notice to do so, provided that said public sewer is within 200 feet of the structure to be served, unless undue hardship would result in which case the property owner should request in writing a deferral of this requirement and the owner shall be required to demonstrate the nature and degree of hardship. An exception to this section shall be that existing buildings which are already served by a satisfactory private wastewater disposal system which meets and continues to meet the requirements of the Maine State Plumbing Code shall not be required to connect to the public sewer.

ARTICLE VI

Private Wastewater Disposal

Section 1. Where a public sanitary sewer is not available under the provisions of Article V, Section 4, the building sewer shall be connected to a private wastewater disposal system complying with the provisions of this article and the State of Maine Plumbing Code, Part II Subsurface Wastewater Disposal Regulations.

Section 2. Before commencement of construction of a private wastewater disposal system the owner shall first obtain a written permit signed by the licensed plumbing inspector for the Town of Jackman. Approval of Private Wastewater Disposal Systems is not a function of the Jackman Sewer District.

Section 3. The type, capacity, location, and layout of a private wastewater disposal system shall comply with the State of Maine's Plumbing Code, Part II - Subsurface Wastewater Disposal Regulations and the Minimum Lot Size Law (Maine Revised Statutes Annotated Title 12 Chapter 423-A). No private wastewater disposal system shall be permitted to discharge to any natural outlet.

Section 4. The owner shall operate and maintain the private wastewater disposal facilities in a sanitary manner at all times, at no expense to the District.

ARTICLE VII

Minimum Standards for Dumping Stations: Adopted 12/11/00

Whenever an existing Dumping Station fails due to design or construction method the District shall require the owner to either, disconnect and terminate the faulty dumping station or upgrade the existing station to following current District standards approved for adoption on 12/11/00:

Section 1: Minimum Standards: The standards listed herein and shown on the detail are the minimum required standards for Dumping Stations. Stricter standards may apply if the District's Engineer recommends them to deal with special conditions at a proposed installation. The minimum standards include the following:

Section 2: Manhole: Sited where protected from traffic and to prevent surface drainage into manhole. Manhole to meet all District manhole specifications, including those shown on detail with the exception that the concrete filled base section shall be two feet in height rather than the three feet in height as indicated. Manhole to be vacuum tested prior to use.

Section 3: Discharge: Discharge piping shall be 6" (minimum) SDR 35 and installed and tested per District standards.

Section 4: Wash down: Wash down hose water supply shall utilize a reduced pressure zone backflow preventer. Hose shall be long enough to allow wash down of discharge hoses, but shall be short enough to prevent hose from being inserted into manhole.

Section 5: Engineer's Review: Proposed dumping station installations shall be reviewed by the District Engineer. A plan showing the proposed installation, including site grading and piping details, shall be submitted by the applicant.

12/11/2000

ARTICLE VIII

Building Sewers and Connections

Section 1. No unauthorized person 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 Superintendent. Any person proposing a new discharge into the system or a substantial change in the volume or character of pollutants that are being discharged into the system shall notify the Superintendent at least forty-five (45) days prior to the proposed change or connection and shall comply with Maine Revised Statutes Annotated, Title 38, Chapter 3, Subchapter I, Section 361.

Section 2. There shall be two (2) classes of building sewer permits: (a) for residential and commercial service, and (b) for service to establishments producing industrial wastes. In either case, the owner or his agent shall make application on a special form furnished by the District. The permit application shall be supplemented by any plans, specifications, or other information considered pertinent in the judgement of the Engineer. A permit and inspection fee of \$30.00, for a single residential sewer permit, plus \$2.00 for each additional living unit incorporated in the same residential structure, shall be paid to the District at the time an application is filed; provided, however, that not more than four (4) living units may be connected to a single tap. The Board of Trustees shall fix a permit and inspection fee for each commercial, industrial, or other non-residential building, after recommendation of the Engineer, based on the size and nature of the operation proposed as compared to the demands of a single residential structure.

Section 3. All costs and expenses incident to the installation and connection of the building sewer shall be borne by the owner. However for connections made before October 15, 1987, the said owner shall bear only the cost of the building sewer to the limit of the public way and for connections to the public sewer. The owner shall indemnify the District from any loss or damage that may directly or indirectly be occasioned by the installation of the building sewer. 3/16/1987

Section 4. A separate and independent building sewer shall be provided for every building requiring a sewer connection; 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, driveway, the building sewer from the front building may be extended to the rear building and the whole considered as one building sewer. Where building sewers are to serve multiple dwelling structures, there shall be provided at least (1) separate building sewer for each group of four (4) living units.

Section 5. Old building sewers may be used in connection with new buildings only when they are found, on examination and testing by the Superintendent, to meet all requirements of these rules and regulations.

Section 6. The building sewer shall be extra heavy cast iron soil pipe and fittings conforming to ASTM A74, or polyvinyl chloride (PVC) pipe conforming to ASTM D2665 or D3034.

Section 7. The size and slope of the building sewer shall be subject to the approval of the Superintendent, but in no event shall the diameter be less than four (4) inches, nor shall the slope of the pipe be less than one-eighth (1/8) inch per foot.

Section 8. Whenever possible the building sewer shall be brought to the building at an elevation below the basement floor. The depth shall be sufficient to afford protection from frost, but in no event shall be less than four (4) feet. The building 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. The ends of building sewers which are not connected to the building drain of the structure for any reason, shall be sealed against infiltration by a suitable stopper, plug, or other approved means. In all buildings in which any building drain is too low to permit gravity flow to the public sewer, sewage or industrial wastes carried by such drain shall be lifted by approved mechanical means and discharged to the building sewer.

Section 9. No person(s) shall make connection of roof downspouts, exterior 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 sanitary sewer unless such connection is approved by the Superintendent for purposes of disposal of polluted surface drainage.

Procedure Policy Regarding Illegal Sewer Connections (Adopted 11-14-18)

1. If an illegal sewer connection is identified it is the Jackman Utility Districts responsibility to notify the homeowner in writing of the illegal connection and that it must be corrected.
2. It is the homeowner's responsibility to notify the District when the illegal connection has been corrected.
3. If the correction has not been made within 30 days of the original letter the District will do a follow up letter asking if the illegal connection has been corrected and stating that if it has not a fee will be assessed beginning 15 days from the date of the follow up letter at \$1.00 per day until the correction has been made.
4. If the correction has not been made in 1 years' time the fee will increase to \$5.00 per day until the correction has been made.
5. If the correction has not been made in 2 years' time the fee will increase to \$10.00 per day until the correction has been made.
6. If future inspection reveals a homeowner has reconnected a sump to the sewer after having been notified using the above procedure the homeowner will immediately be charged the \$10.00 per day fee until the correction has been made, and will receive notification to have the sump removed from the sewer immediately. (Updated 3-13-19)

7. Collection of these fees will fall under the same Rules and Regulations as established in our Charter and therefore give the District the authority to place a lien on properties not paying these fees.

Section 10. 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 C12 except that no backfill shall be placed until the work has been inspected; and that trench width measured at the top of the installed pipe shall not exceed twenty-four (24) inches

Section 11. All joints and connections shall be made gas tight and watertight. All joints for either asbestos-cement or extra strength vitrified clay pipe shall be gasket type and all joints for cast iron pipe shall be hubless or gasketed joint. No mortar joints will be allowed.

Section 12. The connection of the building sewer into an existing public sewer shall be made at the property line. The connection of the building sewer from the property line to the sewer main will be by the Jackman Sewer District. The cost of maintenance of the building sewer from the building drain to the sewer main will be by the building owner.

Section 13. The applicant for the building sewer permit shall notify the Superintendent when 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 superintendent or his representative. When trenches are opened for the laying of building sewer pipes, such trenches shall be inspected by the Superintendent before the trenches are filled; and the person performing such work shall notify the Superintendent when the installation of the building sewer is completed. If the trench is filled before inspection, the Superintendent will require it to be re-excavated for inspection.

Section 14. All excavations for building sewer installation shall be adequately guarded with barricades and lights so as to protect the public from hazard. Streets, sidewalks, parkways, and other public property disturbed in the course of the work shall be restored in a manner satisfactory to the District.

Section 15. When any building sewer is to serve a school, hospital, or similar institution or public buildings, or is to serve a complex of industrial or commercial buildings, or which, in the opinion of the Superintendent, will receive sewage or industrial wastes of such volume or character that frequent maintenance of said building sewer is anticipated, then such building sewer shall be connected to the public sewer through a manhole. The superintendent shall determine if and where this type of connection to the public sewer is required. Connections to existing manholes shall be made as directed by the superintendent. If required, a new manhole shall be installed in the public sewer pursuant to Article X, Section 4 and the building sewer connection made thereto as directed by the Superintendent.

Section 16. The District will consider any special situation, where it would be more feasible to connect a maximum of five (5) seasonal cottages, cabins, etc. into a single building sewer. The Owner of the seasonal property shall request a review of any special situations in writing to the Superintendent. The Superintendent's approval or disapproval shall be in writing.

Section 17. Manholes and Cleanouts shall be backfilled with "Screened Gravel" as specified in Rules & Regulations for Sewer Use, Article X, Section 4, Paragraph h. Gravel backfill shall extend to a minimum of one (1) foot outside of the structures. Cleanouts shall be constructed as directed by the District. 3/16/1987

ARTICLE IX

Use of public Sewers

Section 1. No person shall discharge or cause to be discharged any unpolluted waters such as storm water, surface water, groundwater, roof runoff, subsurface drainage, uncontaminated cooling water or unpolluted industrial process waters to any sanitary sewer.

Section 2. Stormwater and all other unpolluted drainage shall be discharged to such sewers as are specifically designated as combined sewers or storm sewers, or to a natural outlet approved by the Superintendent. Unpolluted industrial cooling water or process waters may be discharged on approval of the Superintendent, to a storm sewer, combined sewer, or natural outlet and the discharge shall comply with Maine Revised Statutes Annotated Title 38, Chapter 3, and Section 413.

Section 3. No person shall discharge or cause to be discharged any of the following described waters or wastes to any public sewers.

- a. Any gasoline, benzene, naphtha, fuel oil, or other flammable or explosive liquid, solid, or gas which will create a fire or explosive hazard in the wastewater facilities.
- b. Any waters or pollutants containing toxic or poisonous solids, liquids, or gases in sufficient quantity, either singly or by interaction with other wastes, to injure or interfere with any waste treatment process, constitute a hazard to humans or animals, create a public nuisance, or create any hazard in the receiving waters of the wastewater treatment plant.
- c. Any waters or pollutants having a pH lower than 5.0 or having any other corrosive property capable of causing damage or hazard to structures, equipment, and personnel of the wastewater works; unless the works are specifically designed to accommodate such discharges.
- 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 such as, but not limited to, ashes, bones, cinders, sand, mud, straw, shavings, metal, glass, rags, feathers, tar, plastics, wood, underground garbage, whole blood, paunch manure, hair and fleshings, entrails, and paper dishes, cups, milk containers, etc. either whole or ground by garbage grinders.
- e. Any waters or pollutants, including oxygen demanding pollutants (BOD, etc.) which released in quantities of flow or concentrations or both constitute a "slug" as defined herein.
- f. Any heated waters or pollutants in amounts which will inhibit or interfere with biological activity in the wastewater treatment works but in no case heated waters or pollutants in such quantities that the temperature at the wastewater treatment works influent exceeds 104° Fahrenheit (40° Celsius) unless the wastewater treatment works is designed to accommodate such heat.

Section 4. The following described substances, materials, waters, or pollutants shall be limited discharges to municipal systems to concentrations or quantities which will not harm 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 Superintendent may set limitations lower than the

limitations established in the regulations below if in his/her opinion more severe limitations are necessary to meet the above objectives. In forming his/her opinion as to the acceptability, the Superintendent will give consideration to such factors as the quantity of subject waste in relation to flows and velocities in the sewers, the wastewater treatment process employed, capacity of 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 of waste or wastewaters discharged to the sanitary sewer which shall not be violated without approval of the superintendent are as follows:

- a. Wastewater from FSE's that have garbage grinders. Waste food should be separated and disposed of in the trash.
- b. Wastewater having a temperature higher than one hundred fifty (150°F) (65 Celsius)
- c. Wastewater containing more than 25 milligrams per liter of petroleum oil, non biodegradable cutting oil, or products of mineral oil origin.
- d. Wastewater from industrial plants containing floatable oils, fat, or grease.
- e. Any garbage that has not been properly shredded. (See Article II Definitions Properly Shredded Garbage) 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.
- f. Any waters or pollutants containing iron, chromium, copper, zinc, and similar objectionable or toxic substances in such quantities or concentrations that any such material received in the composite wastewater at the wastewater treatment works exceeds the limits established by the Superintendent for such materials.
- g. Any waters or pollutants containing odor-producing substances exceeding limits which may be established by the Superintendent.
- h. Any radioactive wastes or isotopes of such half-life or concentrations as may exceed limits established by the Superintendent in compliance with applicable State or Federal regulations.
- i. Quantities of flow, concentrations, or both which constitute a "slug" as defined herein.
- j. Waters or pollutants containing substances which are not amenable to treatment or reduction by the wastewater treatment processes employed, or are amenable to treatment only to such a degree that the wastewater treatment plant effluent cannot meet the requirements of other agencies having jurisdiction over discharge to the receiving waters.
- k. Any water or pollutants which, by interaction with other water or pollutants 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.
- l. Any waters or pollutants having a pH in excess of 9.5 or lower than 5.5

Section 5. If any waters or pollutants are discharged, or are proposed to be discharged to the public sewers, which waters contain the substances or possess the characteristics enumerated in Section 4 of this Article, and

which in the judgment of the Superintendent 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 Superintendent may:

- a. Reject the waters or pollutants,
- b. Require pretreatment to an acceptable condition for discharge to the public sewers, and/or
- c. Require control over the quantities and rates of discharge, and/or,
- d. Require payment to cover the added costs of handling and treating the wastes.

When considering the above alternatives, the Superintendent shall give consideration to the economic impact of each alternative on the discharger. If the Superintendent permits the pretreatment or equalization of waste flows, the design and installation of the pretreatment or equalization plants and equipment shall be subject to the review and approval of the Superintendent, and subject to the requirements of all applicable codes, ordinances, laws, and the District's discharge permit

Section 6.

- A. Discharges from all restaurants and food preparation establishments and from commercial and industrial facilities shall provide approved structures for pretreatment of fats, oils and grease (FOG). All new construction and changes in use, as herein regulated, shall make provisions for required pretreatment structures as evidenced by a letter of approval issued by the District, before issuance of a Sewer Connection Permit.
- B. Such discharges shall comply with these requirements by the date stipulated by the District. Discharges found in non-compliance will be subject to civil penalties and fines under Article XIII.
- C. For the purpose of this Ordinance, the words Grease Trap, Grease Separator, and Grease Interceptor are used interchangeably. Large outdoor in-ground tanks are referred to as Holding tanks. The owner shall maintain a log, provided by the District, of maintenance performed on grease traps including date, maintenance performed, and the name of the person performing the maintenance.
- D. When required by the District, the Owner(s) of any property serviced by a building sewer carrying fats, oils or grease (FOG) shall install a suitable structure together with necessary valves and other appurtenances in the building sewer to facilitate observation, sampling, and measurement of the wastes. Such structure, when required, shall be accessible and safely located and shall be constructed containing FOG shall be sized, supplied, located, installed and maintained as required by the 2000 Uniform Plumbing Code and the Maine State Internal Plumbing Code, or as most recently adopted by the District. All pretreatment grease traps shall be installed, including ball valves and test port, as outlined in Sketch A. An outside structure as shown in Sketch B shall be installed in lieu of the internal structure described above unless approved by the Superintendent. In either case, the structure shall be installed by the owner at his/her expense and shall always be maintained by him/her to be safe and accessible
- E. All food service establishments discharging into a public sewer shall perform such pretreatment of their discharged as the Superintendent or duly authorized employees of the District may reasonably require including installation, use and maintenance of monitoring equipment, keeping records and reporting the results of such monitoring to the District, as described above. Such records shall be made available upon request by the District to other agencies having jurisdiction over dishcharges to receiving waters. Pumping and sampling frequencies for food service establishments shall be on a semi-annual basis for year round establishments, annual for seasonal establishments, or as established by the District.
- F. FOG shall not exceed 100 mg/L from any establishment.

- G. Enzymes or chemicals alone are not acceptable. The Plumbing and Drainage Institute states that the use of enzyme additives alone only change the structure of the FOG for a limited period of time, and eventually the FOG will revert to its original form, usually down stream in the public wastewater collection system where the problem becomes a municipal one in the underground lines, pump stations and wastewater treatment plants.
- H. Food service establishment and other FOG dischargers must install a grease trap for kitchen waste only prior to discharge. The District will conduct random tests in permitted businesses. In the events a discharge sample exceeds the above 100mg/L limitation, the owner of the food preparation business or other FOG discharger will be billed the cost for sampling and retesting. Such a failure on two consecutive tests shall constitute a violation of this ordinance.
- I. Refer to Article XIII of this ordinance for penalties related to violations. (Updated 4-8-20)

Section 7. Where pretreatment or flow-equalizing facilities are provided or required for any waters or pollutants, they shall be maintained continuously in satisfactory and effective operation by the owner at his/her expense.

Section 8. When required by the Superintendent, the owner of any property serviced by a building sewer carrying industrial pollutants shall install a suitable structure together with such necessary meters, and other appurtenances in the building sewer to facilitate observation, sampling, and measurement of the wastes. Such structure when required, shall be accessible and safely located, and shall be constructed in accordance with plans approved by the Superintendent. The structure shall be installed by the owner at his/her expense, and shall be maintained by him/her so as to be safe and accessible at all times

Section 9. The Superintendent may require a user of sewer services to provide information needed to determine compliance with these Rules and Regulations. These requirements may include

- a. Wastewater discharge peak rate and volume over a specified time period.
- b. Chemical analyses of wastewaters.
- 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 sewer and pretreatment facility locations.
- f. Details of wastewater pretreatment facilities.
- g. Details of systems to prevent and control the losses of materials through spills to the municipal sewer.

Section 10. All measurements, tests, and analyses of the characteristics of waters and pollutants to which reference is made in these Rules and Regulations 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, and shall be determined at the structure as required in Article IX, Section 8, or upon suitable samples taken at said structure. In the event that no special structure has been required, suitable samples shall be taken at the nearest downstream manhole in the public sewer to the point at which the building

sewer is connected. Sampling shall be carried out by customarily accepted methods to reflect the effect of constituents upon the wastewater facilities and to determine the existence of hazards to life, limb, and property. (The particular analyses involved will determine whether a twenty-four (24) hour composite of all outfalls of a premise is appropriate or whether a grab sample or samples should be taken. Normally, but not always, BOD and suspended solids analyses are obtained from twenty-four (24) hour composite of all outfalls whereas pH's are determined from periodic grab samples.)

- a. All industries discharging into a public sewer shall perform such monitoring of their discharges as the Superintendent and/or other duly authorized employees of the District may reasonably require, including installation, use, and maintenance of monitoring equipment, keeping records and reporting the results of such monitoring to the Superintendent. Such records shall be made available upon request by the Superintendent to other Agencies having jurisdiction over discharge to the receiving waters

Section 12. No statement contained in this article shall be construed as preventing any special agreement or arrangement between the District and any industrial concern whereby an industrial waste of unusual strength or character may be accepted by the District for treatment, subject to payment therefore, by the industrial concern provided that such agreements do not contravene any requirements of existing Federal or State laws and/or regulations promulgated thereunder, and are compatible with any User Charge and Industrial Cost Recovery System in effect.

ARTICLE X

Sewer Extensions

Section 1. All extensions to the sanitary sewer system owned and maintained by the District shall be properly designed in accordance with the Design and Construction of Sanitary and Storm Sewers, ASCE Manuals and Reports on Engineering Practice - No. 37 (WPCF Manual of Practice No. 9). Plans and specifications for sewer extensions shall be submitted to and approval obtained from the Engineer before construction may proceed. The design of sewers must anticipate and allow for flows from all possible future extensions or developments within the immediate drainage area.

Section 2. Sewer extensions, including individual building sewers from the sewer to the property line, may be constructed by the District under public contract, if, in the opinion of the Trustees, the number of properties to be served by such extension warrants its cost. Under this arrangement the property owner shall pay for the installation of the building sewer from the property line to his residence line to his residence or place of business in accordance with the requirements of Article VIII. Property owners may propose sewer extensions within the District by drafting a written petition, signed by a majority of the benefitting property owners, and filing it with the District. The cost of such extensions may be assessed to the benefitted property owners in any manner determined by the District

Section 3. If the District does not elect to construct a sewer extension under public contract, the property owner, building contractor, or developer may construct the necessary sewer extension, if such extension is approved by the Trustees in accordance with the requirements of this Article, Section 1. He or they must pay for the entire installation, including all expenses incidental thereto. Each building sewer installed must be installed and inspected as previously required and the inspection fees shall be paid. Design of sewers shall be as specified in this Article, Section 4. The installation of the sewer extension must be subject to periodic inspection by the Engineer and the expenses for this inspection shall be paid for by the owner, building contractor or developer. The Engineer's decisions shall be final in matters of quality and methods of construction. The sewer, as constructed, must pass the leakage test required in this Article Section 5 before it is to be used. The cost of sewer extensions thus made shall be absorbed by the developers or the property owners, including all building sewer and the discharge shall comply with MRSA, Chapter 3, Section 413.

Adoption of Inspection Fees revised on 9/18/1989: Base rate of \$15.00 per hour for each inspection visit for the first hour of inspection or any part thereof, and in addition the applicant will be charged the JUD hourly labor rate in effect at that time for each additional hour of the inspection during that one visit.

6/15/1989: With a situation such that Developers are currently considering enough expansion that it is possible that the JUD could reach or exceed its current capacity the following "emergency" article shall be adopted: Any Property Owner, Contractor, or Developer interested in extending the Jackman Sewer District beyond its present boundaries, shall make application to the District Trustees in writing at a regular meeting of the JUD. Also the applicant must be prepared to present all necessary information to the proposed extension as provided

in the JUD Rules and Regulations. Any decision of the JUD Board of Trustees shall not be rendered until all the information requested has been supplied in writing, and the Trustees have had adequate time to study the application. The Trustees shall reserve the right to hold any application for a minimum of thirty (30) days before acting on such an application.

Section 4. Sewer design must be approved by the Maine Department of Environmental Protection and shall be in accordance with the following provisions:

- a. Pipe material and joints shall be polyvinyl chloride (PVC) conforming to ASTM D3034 or D3033 and the strength requirements of S.D.R. 35 or Class 52 ductile iron meeting AWWA C150 with joints meeting AWWA C104 and fittings meeting AWWA C110.
- b. Minimum internal pipe diameter shall be eight (8) inches.
- c. All joints shall be prepared and installed in accordance with the manufacturer's recommendations.
- d. Wye branch fittings or saddles with stainless steel straps set in mastic between saddle and pipe shall be used and a watertight connection shall be provided.
- e. The minimum slope of sewer pipe and width of the trench at a point six (6) inches above the top of the sewer pipe shall not be greater than the following:

<u>Pipe Diameter</u>	<u>Trench Width</u>	<u>Min Slope Feet per 100 Ft</u>
8"	2' - 8"	0.40
10"	2' - 10"	0.28
12"	3' - 0"	0.22
14"	3' - 2"	0.17
15"	3' - 3"	0.15
16"	3' - 4"	0.14

- f. All pipe shall be laid on six (6) inches of screened gravel, and the screened gravel shall be shaped to a height of 1/4 of the pipe diameter so as to give uniform circumferential support to the pipe.
- g. The screened gravel shall cover the pipe to a point twelve (12) inches above the top of the pipe.
- h. Screened gravel shall have the following gradation:

<u>Sieve Size</u>	<u>% By Weight Passing</u>
1 inch	100
3/4 inch	90-100
3/8 inch	20-55
#4 mesh	0-10
#8 mesh	0-5

- i. If the trench widths are found to exceed the limits of the above table, the sewer pipe shall be encased in a minimum of six (6) inches of concrete.
- j. Pipe classes shall be determined according to WPCF Manual Practice No. 9.
Pipe thickness shall be calculated on the following criteria:

Safety factor	2.0
Load Factor	1.7
Weight of Soil	120 lbs/cu. ft.
Wheel loading	16,000 lbs

- k. Manholes shall be constructed at all changes in slope or alignment or at intervals not exceeding 400 linear feet and shall be precast. Manhole Inspection/Invert Report: Installation must be inspected by a licensed operator of the Jackman Utility District, and supervised during all construction phases. The Jackman Utility District would charge by the hour for this licensed operator. 10/22/2013
1. Precast manhole sections shall be manufactured in accordance with ASTM Designation C475-68T. The minimum compressive strength of the concrete for all sections shall be 4000 psi and shall be Type II. The circumferential steel reinforcement for 4-foot diameter riser pipes, cone sections, and base walls shall be 0.20 square inches per linear foot. Reinforcing in the bottoms of precast bases shall be of the same design. Reinforcing shall extend into the tongue and groove of each manhole wall section.
 2. The tongue and groove of manhole sections, including the precast base, shall be formed of concrete so as to receive the Butyl rubber sealant. Sections shall be set so as to be vertical and in true alignment.
 3. Manhole steps shall be aluminum drop-front type or polypropylene reinforced with steel rod, minimum width of 16". All steps shall be cast into walls of the precast sections so as to form a continuous ladder with a distance of twelve (12) inches between steps.
 4. Precast base sections shall be monolithically pressure cast. Holes for pipes shall be cast in the base section so that there is a clear distance of four (4) inches minimum between the inside bottom of the base section and the pipe invert.
 5. Pipe to manhole connections shall be made with flexible manhole sleeves and stainless steel bands.
 6. The top of the precast reinforced concrete unit shall be set at a grade that will allow a minimum of two courses and a maximum of five courses of brick and mortar before setting the cast iron frame and cover. Mortar for brick masonry shall be Portland cement mixed in the proportion of one part cement to two parts sand, worked to the proper consistency.
 7. The outside of the masonry work of all manholes shall be plastered with a 1:2 Portland cement mortar. The thickness of the mortar shall be one-half (1/2) inch and the mortar shall be carefully spread and thoroughly troweled, leaving a smooth, substantially waterproof surface. The mortar shall be extended to completely cover the outside surfaces of all masonry work. The inside brickwork shall be pointed.
 8. The concrete manholes shall have a channel passing through the bottom which corresponds in shape with the lower half of the pipe. Side inverts shall be curved and main inverts (where direction changes) shall be laid out in smooth curves of the longest possible radius. The top of the shelf shall slope to drain towards the flowing through channel. The concrete for manhole

inverts shall be 3000 psi concrete.

9. Manhole frames and covers shall meet the standards of the District. Manhole frames shall be 8" high and shall be approximately 32" in diameter with a 22" opening. Frames shall weigh approximately 310 pounds. Manhole covers shall be 24" in diameter and shall weigh approximately 175 pounds.

Section 5. All sewers shall satisfy the requirements of a leakage test before they are accepted by the District.

The leakage test shall be as follows:

- a. For each size of pipeline, an initial leakage test shall be made on the first section of the pipeline complete between two adjacent manholes. Thereafter, the leakage tests shall be made on sections of approved lengths of completed pipeline, which in no case shall exceed 1,000 feet.
- b. Each section shall be tested upon its completion.
- c. The pipeline will be subject to testing for infiltration or exfiltration.
- d. The pipeline shall satisfactorily pass the leakage test with no material except the gasket in the joint spaces. Caulking of joints shall not be permitted.
- e. Tests shall be made under the supervision of the Superintendent. The allowable infiltration or exfiltration shall be 200 gallons per inch of diameter per day per mile of sewer.
- f. Test sewer using low pressure air as follows:
 1. Plug ends of section to be tested.
 2. Supply air slowly to the pipe to be tested until the air pressure inside the pipe is 4.0psi greater than the average back pressure of any groundwater submerging the pipe.
 3. Disconnect air supply and also allow a minimum of 40 minutes for stabilization of pressure.
 4. Following stabilization period measure drop in pressure over a six minute period.
 5. Acceptable drop: Not more than 1 psi.

Section 6. All sewer extensions constructed at the property owner's or developers expense, after final approval and acceptance by the Engineer, shall become the property of the District and shall thereafter be maintained by the District. Said sewers, after their acceptance by the District, shall be guaranteed against defects in materials or workmanship for twelve (12) months. The guarantee shall be in a form provided for by the District. At the sole discretion of the District, a maintenance bond or certified check may be demanded as part of the guarantee.

ARTICLE XI

Protection from Damage

Section 1. No person 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 violating this provision may be subject to arrest under the charge of criminal mischief as set forth in Maine Revised Statutes Annotated, Title 17-A, Chapter 33, Section 806.

ARTICLE XII

Powers and Authority of Inspectors/Operators:

All decisions made by the Superintendent/Operator in charge that may vary from these Rules And Regulations shall be made known to the Board of Trustees for their approval before such Action is taken. 11/17/2008

Section 1. The Superintendent and other duly authorized employees or agents of the District bearing proper credentials and identification shall be permitted to enter all properties for the purposes of inspection, observation, measurement, sampling and testing pertinent to discharge to the community system in accordance with the provisions of these Rules and Regulations.

Section 2. The Superintendent or other duly authorized employees are authorized to obtain information concerning industrial processes which have a direct bearing on the kind and source of discharge to the wastewater facilities. The industry may request that such information be kept confidential. The industry must establish that the revelation to the public of the information in question might result in an advantage to competitors.

Section 3. While performing the necessary work on private properties referred to in this Article, Section 1, the Superintendent or duly authorized employees of the District 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 District employees and the District shall indemnify the company against loss or damage to his property by District employees and against liability claims and demands for personal injury or property damage asserted against the company and growing out of the gauging and sampling operation, except as such may be caused by negligence or failure of the company to maintain safe conditions as required in Article IX, Section 8.

Section 4. The Superintendent and other duly authorized employees or agents of the District bearing proper credentials and identification shall be permitted to enter all private properties through which the District 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 sewage works 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 XIII

Penalties

Section 1. Any person found to be violating any provision of these Rules and Regulations except Article X, shall be served by the District with written notice stating the nature of the violation and providing a reasonable time limit for the satisfactory correction thereof. The offender shall, within the period of time stated in such notice, permanently cease all violations.

Section 2. Any person who shall continue any violation beyond the time limit provided for in this Article, Section 1, shall be guilty of a misdemeanor, and on conviction thereof shall be fined in the amount not exceeding \$100.00 for each violation. Each day in which any such violation shall continue shall be deemed a separate offense.

Section 3. Any person violating any of the provisions of these Rules and Regulations shall become liable to the District for any expense, loss, or damage occasioned the District by reason of such offense.

Section 4. Notwithstanding any of the foregoing provisions the Superintendent may institute any appropriate action, including injunction or other proceedings to prevent, restrain, or abate violations hereof.

ARTICLE XIV

Sewer use charges

Section 1. The source of a portion of the revenues for retiring debt services, capital expenditures, and operation and maintenance of the wastewater treatment facilities shall be a Sewer Use Charge assigned to owners of property located within the limits of the District whose residence or place of business is connected to the public sewer system

Section 2. Sewer Use Charge rates shall be determined by the District on a year to year basis. In general, charges will be calculated on a general use basis as established by the District. The Sewer Use Charge will be computed and billed at regular intervals throughout each calendar year, as established by the District.

A. Opening Service Agreement:

A customer may establish service in their name by completing a service agreement form provided by the District. A fee of \$20 will be charged to the customer to establish service in their name if there is sewer only on the property. A fee of \$10 will be charged to the customer to establish service if there is both water and sewer. (Note: See Water Terms and Conditions, a service charge of \$20 is charged to establish water in a customer's name so if both water and sewer at a property a total of \$30 will be charged: \$10 for sewer and \$20 for water.)

11/12/2014

Section 3. The Sewer Use Charge assigned to any property owner who contributes a significant quantity of industrial wastes to the public sewers, or who contributes a combination of sewage and industrial wastes to public sewers, shall be determined on a special rate structure based on water consumption where possible or as set by the District. The property owners to be charged in this manner will be determined by the District on a year to year basis.

Section 4. A special Sewer Use Charge shall be assigned to any industrial firm or organization who, by virtue of the volume, strength or unusual characteristic of their waste alone, would overload or upset the capacity or efficiency of the wastewater treatment facilities or any part thereof if such waste entered the public sewer, or whose waste disposal situation is such that it would be in the public interest to waive the requirements of this Article. The District, after appropriate study, and advice from the Engineer, shall assign a special Sewer Use Charge to the industrial firm by separate agreement with said firm. The applicable portions of the preceding sections, as well as the equitable rights of the public shall be the basis for such an arrangement

Section 5. The District reserves the right, from time to time, to change Sewer Use Charges originally or previously assigned to any property owner.

Section 6. All property owners who are outside the District's limit who, by their own request, are served by sanitary sewers must pay a sewer use charge established by the District

Section 7. There shall be a lien to secure the payment of sewer charges legally assessed on real estate within the District, which shall take precedence of all other claims on such real estate, excepting only claims for taxes. The Treasurer of the District shall have the authority and power to sue for and collect the sewer charges as allowed by the Jackman Sewer District Charter.

All proceedings for collection of sewer charges shall be as established in Section 17 of Chapter 88 of the Private and Special Laws of 1969. Creating the Jackman Sewer District.

ARTICLE XV

Policy: Capping Sewer After Demolition

If a building is torn down where the sewer has not been capped, and inspected, prior to the demolition, the District will cap the sewer at the property line 30 days after the demolition at the property owner's expense.

ARTICLE XVI

Revenue Utilization

Section 1. The revenues collected, as a result of the user charges levied, shall be deposited in a separate non-lapsing fund known as the Operation, Maintenance and Replacement Fund.

Section 2. Fiscal year-end balances in the operation, maintenance, and replacement fund shall be used for no other purposes than those designated. Monies which have been transferred from other sources to meet temporary shortages in the operation, maintenance and replacement fund shall be returned to their respective accounts upon appropriate adjustment of the user charge rates for operation, maintenance and replacement. The user charge rates shall be adjusted such that the transferred monies will be returned to their respective accounts within six months of the fiscal year in which the monies were borrowed.

ARTICLE XVII

Rates and Charges

Section 1. The user (or O & M) charge will change as the costs for operation and maintenance, including replacement, change. The District shall 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 operation and maintenance including replacement and that the system continues to provide for the proportional distribution of operation and maintenance including replacement costs among users and user classes.

Section 2. Each residential or commercial/industrial user shall be charged for the services provided by the District based on the number of equivalent units and the number of cubic feet of water used at the residence or commercial/industrial establishment.

Section 3. The sewer use charge assigned to any user who contributes a significant quantity of industrial wastes to the public sewers, or who contributes a combination of sewage and industrial wastes to public sewers, shall be determined on a special rate structure based on water consumption, where possible, or as set by the District. The users to be charged in this manner shall be determined annually, and their charges also determined annually, by the District.

Section 4. A special sewer use charge shall be assigned to any industrial user who, by virtue of the volume, strengths or unusual characteristics of the waste alone, would overload or upset the capacity or efficiency of the wastewater treatment facilities, or any part thereof, if such waste entered the public sewer, or whose waste disposal situation is such that it would be in the public interest to waive the requirements of Article XIV in the District's "Rules and Regulations for Regulating the Use of Public and Private Sewers and Drains, Private Wastewater Disposal, the Installation and Connection of Building Sewers, and Discharge of Waters and Wastes into the Public Sewer Systems". The District, after appropriate study and advice from the District's Engineer, shall assign a special sewer use charge to the industrial user by separate agreement with the user. The applicable Rules and Regulations of the District as well as the equitable rights of the public shall be the basis for such an agreement.

Section 5. The District reserves the right to change, at any time, the sewer use charge originally or previously assigned to any user if the current or proposed use does not reflect the basis of the original or previous charges.

Section 6. All sewer users who are located outside the District's territorial limits and who, by their own request, are served by the District shall pay a sewer use charge as established by the District.

Section 7. The District will notify each user whenever the rate being charged for operation and maintenance, including replacement, of the wastewater treatment facilities is changed.

ARTICLE XVIII

Billing and Payment

Section 1. Sewer use charges will be calculated on a general use basis as established by the District. The sewer use charges will be computed and the users billed on a quarterly basis each calendar year. Payments shall be due within 30 days after the date on the bill. Any payment not received within 45 days after the date on the bill shall be delinquent.

Section 2. Interest at a rate of 1-1/2 (1.5%) percent will be charged on each delinquent sewer charge bill for each 30 days, or portion thereof, of delinquency.

Section 3. When any bill (including interest) remains unpaid more than 90 days after the date on the bill, the Treasurer of the District shall place a lien to secure payment of sewer use charges legally assessed on real estate served by the District which shall take precedence over all other claims on such real estate, excepting only claims for taxes. The Treasurer of the District shall have the authority and power to sue for and collect the sewer use charges as allowed by the District's Charter.

ARTICLE XIX

Sampling, Reporting and Access

Section 1. Each industrial user, if so requested by the District, shall prepare and file with the District a report that shall include pertinent data relating to the wastewater characteristics, including the methods of sampling and measurement used to obtain these data, and these data shall be used to calculate the user charge for that user. The District shall have the right to gain access to the waste stream and to take its own samples. Should the District do so and should the results be substantially different as determined by the District from the data submitted by the user, the user charge for that user shall be revised for the next billing period.

ARTICLE XX

Request for Review of Charge

Section 1. Any user who feels his/her user charge is unjust and inequitable may make written application to the District requesting a review of his/her user charge. Said written request shall, where necessary, show the actual or estimated average flow and/or strength and/or characteristics of the wastewater in comparison to the values upon which the charge was based, including how the measurements or estimates were made.

Section 2. Review of the request shall be made by the District and if substantiated, the user charges for that user shall be recomputed based on the revised flow and/or strength and/or characteristics data and the new charges shall be applicable to the next billing period.

ARTICLE XXI

License

Section 1. If, in the opinion of the District, the work performed by any contractor, property owner or developer working within the District violates any provisions of these rules and regulations, or if any work is, in the opinion of the District or its Engineer, sub-standard, the District may disapprove existing work or any future work in the District.

ARTICLE XXII

Validity

Section 1. All rules and regulations or parts thereof in conflict with these Rules and Regulations are hereby repealed.

Section 2. The invalidity of any section, clause, sentence, or provision of these Rules and Regulations shall not affect the validity of any other part of these Rules and Regulations which can be given effect without such invalid part or parts.

ARTICLE XXIII

Rules and Regulations in Force

Section 1. These Rules and Regulations shall be in full force and effect from and after their passage, approval, recording, and publication as provided by law.

Section 2. Passed and adopted by the Trustees of the Jackman Utility District, State of Maine, on the _____ day of _____, 20 ____ by the following vote:

Ayes _____: namely _____

Nays _____: namely _____

Approved this _____ day of _____, 20 _____.

(signed) _____ (Chairman)

Attest:

(signed) _____ (Clerk)

Appendix A

Application Acct. #: _____

**Jackman Utility District-Sewer Division
Residential or Commercial Building Sewer Application**

Application for sewer service _____ Application for sewer main extension _____

Note: If a sewer main extension is proposed it will only be accepted if pipe is a minimum of 8".

Owner Name: _____

Owner's Address: _____

Property Location: Street: _____ Tax Map Lot No: _____

Number of Residential Units (Apartments etc.): _____

Principal Use of Building: _____

Is the building considered a Food Service Establishment? ___Yes ___No

The name, address and telephone number of the contractor's insurance carrier: _____

Insurance check done by District Operator initial: _____ Date: _____

Date Work is to Begin: _____ End: _____

Plans and specifications for the proposed building sewer are attached here unto as Exhibit "A".

In consideration of the granting of this permit, the undersigned agrees:

Review attached specifications taken for Rules and Regulation for Jackman Utility District regarding installation of sewer service and mains.

1. To accept and abide by all Rules and Regulations of the Jackman Utility District-Sewer Division, and of all other pertinent regulations that may be adopted in the future.
2. To maintain the building sewer at no expense of the District.
3. To notify the District Operator when the building sewer is ready for inspection and connection to the public sewer, but before any portion of the work is covered.

Size of Pipe _____ Type of Material: _____

Is there a road opening fee required? Yes ___ No ___

If yes, it is the owners' responsibility to pay the cost of the repair of the road. Initial: _____

Have you filed for a building permit with the appropriate town? ___

All work must be done during normal working hours, between Mondays through Friday, excluding, Holidays from June 1 through October 15th of the same year. District Operator may not allow construction during some weather conditions.

Jackman Utility District-Sewer Division Inspection & Labor Rates:

Main Tap	\$100.00 per tap
Permit & Inspection Fee	\$30.00 per house service
Labor	\$35.00 per hour
Mud Sucker Pump	\$50.00 per day
Shoring	\$100.00 per day

Application Approved: Owner: _____ Date _____ Time _____

District Operator: _____ Date _____ Time _____

Appendix B

Jackman Utility District-Sewer Division (APPROVED 3/18/91) Application for Main Extension File No. _____

The original of this application for extension shall be kept on file in the District office at all times after first returned to the District by the Developer. The District Operator will be responsible for keeping this document current during all phases of bringing the project to completion. All collateral documents and correspondence shall be maintained with the file, which shall be available for inspection during the District's regular business hours.

The District will normally allow the extension to its system provided the District's Design and Construction requirements are met and providing the District has obtained Department of Environmental Protection approval and the project has also been approved by the Jackman Planning Board or any other required municipal, state or federal agencies.

The application will be presented to the Board at the first meeting following its submission, but will not normally be acted upon until the following meeting or later.

After approval by the District's Board of Trustees, the District will administer the entire project including Engineering Review, Contracting, Construction, Inspection and Acceptance. Standardized contract forms will be used wherever possible.

The Developer will be required to pay in advance all the money required to cover each stage of the project including both construction costs and professional services such as legal and engineering fees, based on contracted-for amounts or estimates for professional services.

After the project is complete and before any house connections are allowed, final cost adjustments will be made, and must be paid. If the pre-payments exceed final costs, developer will be entitled to a refund.

Once the District Board of Trustees has approved this Application, it is a legal agreement between the Developer and the District detailing the terms of the project, including settlement of final costs.

PART I Background Information

Date Application Form Received by Developer: _____ Date Application Returned to District: _____

Developer's Name _____

Developer's Legal Address: _____

Street

P.O

City

State

Zip Code

Developer's current financial status with District:

Current on All Accounts: Yes__ No_____

If answered No: Account Numbers and Total in Arrears:

At any time when the Developer is not financially current on all accounts with the District, work on the extension will stop, until the Developer becomes current.

Developer acknowledges receipt of one copy of the Jackman Utility District-Sewer Division Rules and Regulations, and acknowledges responsibility for understanding their contents.

Developer's Signature: _____ Date: _____
(Extra copies available at the Developer's expense.)

PART II Project Information

Location of Development: _____

Street _____ Tax Map Lot Nos. _____

Jackman Utility District-Sewer Division Nearest Manhole No. _____

No. of Building Services to be added: _____ No. of feet of Main Extension Requested: _____
No. of Manholes Necessary for Project: _____ is the proposed extension going to serve any Food Service Establishments? _____

Names and addresses of all landowners that the proposed sewer extension will pass and the Tax Map and Lot Nos. of the same: (use extra pages if needed)

Principal use of each New Service: _____
(Commercial, residential, industrial etc.)

Part III Supporting Documentation

Date Draft Design of Development Supplied: _____ Date Draft Hydraulic Profile of Development Supplied: _____

Proof of written notification to, and responses from, and required approvals by, the following Agencies, Utilities and Companies are a permanent part of this file. If not required, so indicate.

Date Received

Jackman Planning Board: _____ (Subdivision approval)

Jackman Board of Selectmen/Town Manager: _____ (Street openings)

Central Maine Power Co.: _____ (Line crossing or required easements)

Central Maine & Quebec Railway: _____ (Line crossing or required easements)

Dept. of Transportation: _____ (state highway openings)

Department of Environmental Protection _____ (Site Location of Development approval)

House Service Connection _____ \$ 15.00

Inspection:

Inspection by District Operator: \$ 15.00 per visit to site plus \$35.00 per hour after the first hour.
Paid _____

Inspection by District's Engineer to be billed at a cost to the District. Paid _____
(Rates may be adjusted by District Trustees)

All necessary documentation will be supplied by the District

Part XI Final Settlement

- 1) Total Cost of this project completed: \$ _____
- 2) Less amount previously paid by Developer: \$ _____
- 3) Amount due to District from Developer: \$ _____
- 4) If line 3 is a negative amount this is the amount which the District shall reimburse the Developer.
\$ _____

Developer must pay the Jackman Utility District-Sewer Division the remaining balance in full before any building connections will be allowed.

Final Amount Paid to District: \$ _____ Date: _____

Amount of any refund to developer: \$ _____ Date: _____

_____ Developer

_____ District Operator

Service connection permits may be issued after this date: _____

_____ District Operator

Appendix C

Jackman Utility District-Sewer Division Rates

Effective since 1/1/20

Quarterly Billings

Base Rate, Minimum and Readiness to Serve:

0 to 1200 cubic feet	each 100 c.f. over 1200 c.f.
\$54.75	\$4.50

A "Base Rate, "Minimum" or "Readiness to Serve" charge, shall be assessed to each Unit approved by the Board of Trustees for connection into the Jackman Utility District-Sewer Division. Any property approved for connection by the Board of Trustees shall be assessed the "Readiness to Serve" charge for each Unit approved, whether actually connected to the system or not.

Camp Ground Sewer Charges

Dumping Station: 1 Unit

Main Building: Club house-
Office-
Bathrooms-
Showers- **1 Unit**

Camp sites: Each **10 sites = 1 Unit**. The line to the camp ground sites must be metered separately. Campsite for camp grounds are considered temporary (seasonal) and whenever any camper or mobile home is in place for more than 120 (one hundred and twenty) consecutive days the Utility District may consider each site **1 Unit**. In place means on a sewered camp site, not necessarily hooked up but, available for connection.

Example:

- 1 through 10 sites = **1 Unit**
- 11 through 20 sites = **2 Units**
- 21 through 30 sites = **3 Units**

See attached Rate sheet for billing of a unit and usage.

**JACKMAN UTILITY DISTRICT-Sewer Division
OUTLINE OF CUSTOMER UNITS**

Single Family Housing Unit	1.0 Unit	54.75
Apartment	1.0 Unit	54.75
Trailer/Mobile Home	1.0 Unit	54.75
Office Building	1.0 Unit	54.75
Wholesale/Retail Business	1.0 Unit	54.75
Fraternal Halls	1.0 Unit	54.75
Beauty Parlor/Barber Shop	1.0 Unit	54.75
Churches	1.0 Unit	54.75
Garages	1.0 Unit	54.75
Municipal Buildings	1.0 Unit	54.75
Restaurant	1.0 Unit	54.75
Cocktail Lounge	1.0 Unit	54.75
Motel/Hotel	1.0 Unit	54.75
School	1.0 Unit	54.75
Nursing Home	1.0 Unit	54.75
Laundromat	1.0 Unit	54.75
Recreational Vehicle Park/Camp Ground:		
10 Camp sites:	1.0 Unit	54.75
Dumping Station:	1.0 Unit	54.75
Main building-clubhouse:	1.0 Unit	54.75
Recreational Vehicle Dumping Station	1.0 Unit	54.75
Vacant Lot with/without building	1.0 Unit	54.75
Each additional New Sewer Stub Connection	1.0 Unit	54.75

Building Definitions

- HOUSING UNIT:** One or more rooms arranged for habitation containing kitchen and bathroom facilities.
7/25/00 Re-define Apartment as year round occupancy and add seasonal rental cabin, camp or apartment as sporadic occupancy, by day, weekend or week occupancy.
- 1) Single Family "Housing Unit": One or more rooms arranged for the use of one or more persons living together as a single housekeeping unit, with kitchen and bathroom facilities.
 - 2) Apartment: Attached or free-standing "Housing Unit" containing kitchen and bathroom facilities.
 - 3) Trailer/Mobile Home: Mobile home, trailer or recreational vehicle set up for continuous use.
 - 4) Office Building: Building with one or more "Business Offices" such as Insurance, Real Estate, Land Surveying, Legal, Doctors, Dentists, etc.
 - 5) Wholesale/Retail Business: Any establishment where items can be bought or sold such as, Store, Shop, Grocery Market, Post Office, Bank, or any other business, attached or unattached to primary building on lot.
 - 6) Fraternal Halls: Building used as a gathering place such as Legion Hall, K. of C. Hall, etc.
 - 7) Beauty Parlor/Barber Shop: Place of business for the care and cutting of hair.
Attached or unattached
 - 8) Churches: Building set apart or consecrated for divine worship.
 - 9) Garages: Building connected to the Public Sewer used to clean, wash, store, repair, and or supply automotive vehicles.
 - 10) Municipal Buildings: Town Office, Fire Station, Town Garage, Town Recreational Park w/toilets, or any other property and/or buildings owned by the Town with Sewer accessibility.
 - 11) Restaurant: Building used to sell food and/or drink to the public.
 - 12) Cocktail Lounge: Building used to sell alcoholic beverages to the public.
 - 13) Mote/Hotel: Group of rooms connected together with sleeping and bathroom facilities and without kitchen facilities.
 - 14) School: SAD 12
 - 15) Nursing Home: JRHC and Northland Manor
 - 16) Laundromat: Building where equipment is provided to the public for the cleaning of clothing etc., for a fee.
 - 17) Recreational Vehicle Park/Camp Ground: Licensed Park containing camp sites for Travel Trailers and or Motor Homes. May or may not contain the following: dumping station, main building consisting of club house,

office, bathrooms and or showers. Camp sites: Each 10 sites = 1 Unit. The line to the camp ground sites must be metered separately. Campsite for camp grounds are considered temporary (seasonal) and whenever any camper or mobile home is in place for more than 120 (one hundred and twenty) consecutive days the Jackman Utility District may consider each site 1 Unit. In place means on a sewered camp site, not necessarily hooked up but, available for connection. Example: 1 through 10 sites = 1 Unit, 11 through 20 sites = 2 Units, 21 through 30 sites = 3 Units.

18) Recreational Vehicle Dumping Station: Approved facility especially constructed for the dumping of septic waste from Mobile Travel Trailers and or Motor Homes.

19) Vacant Lot with/without building: Any lot or building within the boundaries of the Jackman Utility District-Sewer Division which has been approved for connection to the Public Sewer but has not been connected to the Public Sewer.

20) Each additional New Sewer Stub Connection: Each additional sewer service approved by the Board of Trustees on one lot.