



SESD

Wastewater Treatment
For a Cleaner Environment

To: All Septage Haulers
From: David Michelsen, P.E. | *Executive Director*
Cc: Richard Delacono | *Superintendent of Operations*
Peter Clark | *Supervisor of Laboratory & Monitoring/Enforcement*
Date: October 1, 2025
Re: **SESD Septage Policy Information | Effective October 1, 2025**

The information detailed below explains current septage disposal policies at SESD. These policies must be adhered to; failure to do so may result in fines or loss of disposal privileges.

Hauled Waste Permit

All haulers and individual trucks delivering septage to SESD must be permitted and stickered.

Enclosed is SESD's *Hauled Waste Permit Application* which can be obtained from the Monitoring & Enforcement office, located in the Administration Building, 1st Floor, third door on the right. After review and approval, a sticker for each septage truck will be issued at the Operations Building, Room 219, when the septage truck is on-site.

Stickers

A sticker is assigned to one specific truck only. At the time of issue, each truck must have photos taken by an SESD employee of the following:

1. Current Registration (must be active to be Permitted)
2. Gallons Plaque (for billing documentation)
3. License Plate(s) of Truck and any associated Equipment or Trailer(s)

If a sticker cannot be clearly read, will not adhere to the window, or is lost, please notify the Monitoring & Enforcement Office and a new sticker will be issued in the Operations Building, Room 219, when the septage truck is back at SESD.

Admissible Septage

All septage discharged to SESD must originate only within the five District cities and towns of Beverly, Danvers, Marblehead, Peabody and Salem.

All septage discharged to SESD must comply with *SESD Sewer Use Regulations* (Ref: Section 3.3 Hauled Waste).

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Inadmissible Septage

- Disposal of hazardous waste at SESD is prohibited. Hazardous waste is defined under the *Resource Conservation and Recovery Act (RCRA)* [Ref: 40 CFR Section 261] or by *Code of Massachusetts Regulations* [Ref: 310 CMR 30 Sections 100 through 160].
- Disposal of industrial or commercial septage is prohibited unless SESD gives prior authorization to the Permittee. Industrial or commercial septage is anything other than domestic septage or commercial food establishment grease interceptors (traps).
- Septage must not contain sticks, stones, plastics, rags, straws or other solids and debris that could interfere with the SESD's septage disposal operation.
- Septage must not contain pollutants which could interfere with the wastewater treatment or sludge disposal operations or in any way create an unsafe condition at SESD's facilities.
- Septage from portable toilets is prohibited.

Septage Disposal at SESD

- Septage haulers are required to notify SESD staff prior to being allowed access onto the property.
- If an SESD employee is unable to immediately assist you, please wait a few moments and try calling Operations again - sometimes they're busy with plant business. If there is still no answer, try Monitoring & Enforcement.
- The only disposal location for septage is at the *Grit Building* during the hours of operation which are 8:00 a.m. to 12:00 p.m. Monday through Friday.
- An SESD employee will review the septage hauler's completed paperwork and check the septage truck sample for pH prior to disposal of truck contents.
- Discharge of septage at any location other than the Grit Building will result in immediate termination of a hauler's discharge privileges.
- Septage disposal at any other location within the District or community sewer systems is not allowed.

To have your septage pH sampled, contact Operations: Use the grey call box at the front gate or call (978)744-4550 **x116**.

Monitoring & Enforcement: (978)744-4550

- **x122** for Peter Clark | *Supervisor of Laboratory & Monitoring/Enforcement*
- **x137** for Paris Bruscoe | *Industrial Pretreatment Inspector*
- **x139** for Stan Arias | *Pre-Treatment Technician*

Generator Source List Forms

- *Generator Source List* forms may be obtained at the Monitoring & Enforcement Office. They are unnumbered with yellow and pink carbon copies – the white original copy remains at SESD.
- *Lists* should be completed by the hauler at the waste generator's location.

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- An accurate and detailed *List* of all pick-up locations must be included.
- All waste generator information must be accurate, including the Name, Address #, Street Name, City/Town, and Telephone Number of the owner/manager of the property from where the septage originated (not the plumber, waste hauler or other subcontractor hired to dispose of the septage).
- Circle Generator's Septage Type:
 - Holding Tank (HT)
 - Septic Tank (ST)
 - Grease Trap (GT)
 - Pump Chamber (PC)
 - Cesspool (CP)
 - or Other (O) (Indicate what 'Other' means)
- Circle Generator's Septage Source:
 - Home/Apartment (HA)
 - Office/Commercial (OC)
 - Industrial (I)
 - Portable Toilet (PT)
 - or Other (O) (Indicate what 'Other' means)
- If the Generator is a customer that is newly connected to the sewerage system and will no longer require septage services, please include that information on the generator source list form.
- Bring your completed *Generator Source List* form(s) for the associated truckload(s) to SESD for processing.

Hauled Wastewater Manifest Forms

- *Hauled Wastewater Manifest* forms are provided at the septage receiving area of the Grit Building. They are numbered in order with yellow and pink carbon copies – the white and yellow copies remain at SESD.
- Complete one Manifest for each truckload in addition to your *Generator Source List* form.
- **NEVER take additional Manifests for future use.** The *Manifests* are numbered and must be used/kept in order within the Grit Building.
- If an error is made on the *Manifest*, write "VOID" and place it in the receptacle for completed septage forms. Do not throw the voided form away.
- The septage hauler must fill out all of section one:
 - Company Name
 - Company Address
 - SESD Permit Number
 - Vehicle License Plate Number
 - Disposal Date/Time
- Afterward, an SESD employee will complete section two (Sample Bottle Number, Sample pH, Disposal Location, SESD Employee Signature).

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- Write the *Manifest* number on the associated *Generator Source List* form at the top where indicated. Attach both completed forms together and place them into the proper receptacle within the Grit building – remember to leave SESD copies.

Sampling

Septage haulers are responsible for taking a representative sample of the truck content. SESD will test the pH of each sample. The sample may also be tested periodically by SESD for additional parameters. If the sample is found to be in noncompliance with Regulations, the hauler will be subject to actions which could result in loss of discharge privileges.

Septage pH

The pH of all septage must be between 5.0 and 12.5 pH units. Any septage outside of this range will not be accepted.

Flow Rate Restrictions

- Our septage receiving system is designed to handle a flow rate not to exceed 300gpm. Flow rates above this limit are prohibited.
- Pressurizing tanks during gravity unload is prohibited. Pressurizing is only allowed at the end of discharge to clear out hoses.
- The maximum allowable purge pressure shall be limited to 4psig.

Commercial/Industrial Discharge Permit

- No septage from commercial or industrial facilities can be discharged unless and until a permit is issued.
- Hauled septage originating from commercial and industrial facilities requires special authorization from SESD prior to discharge to septage receiving.
- The Owner of the facility must complete Attachment A in the Hauled Waste Permit Application to *Request Special Authorization of Hauled Commercial or Industrial Wastes*. After review and approval SESD will issue a *Special Authorization* permit.

Cleanliness of Septage Disposal Area

- It is the hauler's responsibility to keep the septage receiving area clean.
- No septage or other liquids shall be allowed outside the containment area. **If any septage or chemicals are spilled or leaked on SESD property, the driver must immediately notify the Chief Operator on duty at x116.**
- Do not flush septage, chemicals, or other liquids into any storm drain.

Washing Septage Trucks

Do not wash or rinse septage trucks on SESD property.

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Notification of Alterations to Septage Trucks

- Altering a septage truck capacity, vehicle registration, or vehicle chassis at any time will void the current sticker.
- A septage truck will be rejected if it is altered in any way.
- Immediately notify in writing SESD's Monitoring & Enforcement office of any such changes.
- Alterations require a new Hauled Waste Permit Application to be submitted, will involve a re-inspection of the vehicle, and payment of applicable fees before a new sticker is issued.

Verification of Active Haulers and Septage Trucks

Once a year SESD will require each septage hauler to verify all permitted trucks, their capacity, and license plate/registration numbers, as well as pertinent company contact information. It is expected that the hauler will complete the SESD Septage Permit Verification form. Failure to verify your permitted trucks with SESD within the allotted timeframe may result in the loss of disposal privileges.

Disposal Fees

Effective as of January 1, 2026, the septage disposal fee is \$200 per 1000 gallons. The minimum charge shall be for 1,000 gallons. The charge for each truck load delivered in a truck with a capacity of greater than 1,000 gallons, whether full or not, shall be computed by dividing the maximum capacity of the truck in gallons by 1,000 and then multiplying the result by the foregoing rate.

Payment of Fees

Payment of fees is due within 30 (thirty) days of the date on the invoice. Haulers not paying the entire septage bill in full within the 30 (thirty) days will be barred from using SESD's facilities until all bills are paid in full.

Hours of Operation

Normal hours of operation are Monday through Friday 8:00 a.m. to 12:00 p.m.; we are closed on holidays, and occasionally for repairs. Concerned haulers may call in advance to ensure septage receiving is available when you need it.

Current SESD Sewer Use Regulations

The current SESD Sewer Use Regulation is Rev. 11.05, effective May 31, 2023. Copies may be obtained from the Monitoring & Enforcement office or online at www.sesd.com/what-we-do/septage-disposal/.

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