Providing environmental education, training, and excellence since 1968

Fall 2019
Course Catalog
September –December 2019

KEEP UP YOUR WASTEWATER SKILLS
Connecticut

Oct 17  Instrumentation Measurement & Control with Use of SCADA for Process Efficiency ........................................ South Windsor
Oct 29-30 Pumps and Hydraulics ............................................................................................................................... Fairfield
Nov 5-6 Train the Trainer ............................................................................................................................................ Fairfield
Nov 13-15 Operation and Maintenance of Collection Systems with NEWEA Exam ....................................................... East Windsor
Nov 21 Managers Forum................................................................................................................................................ Hartford
Nov 25 Basic Wastewater Treatment (5 sessions) ........................................................................................................ East Windsor
Nov 27 Preparing for Your Class 3 & 4 Exam (5 Sessions) ......................................................................................... East Windsor
Dec 3 Advanced Activated Sludge and BNR Process Control ...................................................................................... Old Lyme

Maine

Dec 18-20 Operation and Maintenance of Collection Systems with NEWEA Exam ....................................................... Portland

Massachusetts

Oct 1-3 Operation and Maintenance of Collection Systems with NEWEA Exam .......................................................... Lowell
Oct 10 Microbiology of Wastewater with Toni Glymph ............................................................................................... Worcester
Nov 5 Instrumentation, Control Networks, and SCADA Review ................................................................................... Pittsfield
Nov 6-7 Wastewater Pumps and Hydraulics ................................................................................................................ Stockbridge
Nov 7 Introduction to Management ............................................................................................................................ New Bedford
Nov 14 Pretreatment and Pollution Prevention of Brewery Discharges ....................................................................... Lowell
Nov 20 Care of Emergency Generators ....................................................................................................................... Amherst

Massachusetts Wastewater Operator Training (MWOT) Program Courses

<table>
<thead>
<tr>
<th>Basic Wastewater Math</th>
<th>Intermediate O&amp;M of Municipal WWTPs</th>
<th>Advanced Industrial Wastewater Treatment</th>
</tr>
</thead>
<tbody>
<tr>
<td>Applying WW Process Control Math Concepts</td>
<td>Advanced O&amp;M of Municipal WWTPs</td>
<td>Basic Wastewater Laboratory Treatment</td>
</tr>
<tr>
<td>Basic O&amp;M of Municipal WWTPs</td>
<td>Basic Industrial Wastewater Treatment</td>
<td>Wastewater Pumps &amp; Hydraulics</td>
</tr>
</tbody>
</table>

The MWOT program has been coordinated by NEIWPCC since 2005. For more information about the MWOT program and a link to our training calendar, which includes details about the courses above, visit www.neiwpcc.org/training/mwot.asp.

New Hampshire

Oct 24  Sampling, Documentation, and Reporting for NPDES and Process Control .................................................. Franklin
Nov 20  Tools & Opportunities for Teachers and Wastewater Operators to Work Together for Water Education ....... Concord

New York

Sep 24-25  Train the Trainer .............................................................................................................................................. Cheektowaga
Oct 22-24  Operation and Maintenance of Collection Systems ...................................................................................... Green Island
Dec 5  Sampling, Documentation, and Reporting for NPDES and Process Control ....................................................... Clifton Park

Rhode Island

Pending

| Principles and Practices of Wastewater Treatment ................................................................. Narragansett |
| Oct 7  Microbiology of Wastewater with Toni Glymph ............................................................................... Providence |

Vermont

Oct 16  Introduction to Management ......................................................................................................................... Montpelier
Oct 17  Meeting NPDES Analytical Requirements – From Start to Finish .............................................................. Montpelier
Instrumentation Measurement & Control w/Use of SCADA for Process Efficiency

Thursday, October 17, 2019
South Windsor WPCF, South Windsor, CT
8:30 a.m. – 3:30 p.m.  Sign-in begins at 8:00 a.m.

Producing high-quality drinking water and wastewater effluent requires operators and O&M personnel to have a thorough knowledge of the SCADA system, safety and functionality of the PLC’s and in-line instrumentation. This training session covers the theory, application, and control of SCADA systems and instrumentation required for the operation of water and wastewater treatment plants.

Topics to be covered include:
- **SCADA System**: Computer selection, software choices, cloud based, cyber security, alarming
- **Communications**: Fiber, Ethernet, Wireless, Cellular, radio (licensed vs Unlicensed), importance of radio path study
- **RTU's**: PLC's, troubleshooting, ARC Flash safety, 24 VDC vs 120 VAC I/O, interpret a panel drawing
- **I/O**: Digital vs Analog, Use of each, 4-20 mA testing for instrument accuracy
- **Remote Instruments**: Communications options, use in process control, PID loops for Cl2 and DO control

INSTRUCTORS: Joe Hurley & Dave Kurtz, Woodard & Curran

COST: $135

CREDITS: 6 Training Contact Hours

COURSE #: etc1778

PLEASE NOTE: Enrollment is on a first-come, first-served basis, so please return your application as soon as possible. We appreciate you taking time to notify us if you cannot attend a course for which you have registered.

- **Checks/Money Orders**: Should be made payable to “NEIWPCC Training”. Note New Policy: There is a $15.00 fee for checks returned due to insufficient funds.
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- **Use one form per course.** Photocopy this page to apply for multiple courses.
- **Cancellations/Postponements.** NEIWPCC reserves the right to postpone, reschedule or cancel any course as attendance dictates.
Pumps & Hydraulics

Tuesday-Wednesday, October 29-30, 2019
Fairfield Regional Fire School (Elias Fire Training Ctr.) Fairfield, CT
8:30 a.m. – 3:30 p.m.  Sign-in begins at 8:00 a.m.

An understanding of hydraulic principles is critical to the management of collections systems and the operation of wastewater treatment plants. This two-day course covers the operation and maintenance of pumps, and the hydraulic principles behind them, in a straightforward manner.

Topics include pump types, parts, packing and adjustments, reading and using pump curves, motor principles and theory of operation, and horsepower and electrical calculations. In addition, participants will learn about mechanical seal failures, operational troubleshooting, and maintenance of bearings and couplings.

Bring your calculator to each class!

*Pumps and Pumping*, Skeet Arasmith, ACR Publications will be used in this class.
Train-The-Trainer

Tuesday-Wednesday, November 5-6, 2019
Fairfield Reg. Fire School (Elias Fire Training Ctr.), Fairfield, CT
8:30 a.m. – 3:30 p.m.  Sign-in begins at 8:00 a.m.

With the rapidly changing technology in our field and the ever-present need to prepare operators to qualify for and pass certification exams, quality training for water and wastewater professionals has never been more important. This program is designed for environmental professionals who are responsible for developing and delivering training programs for water and wastewater operators.

Participants will gain an understanding of the basic characteristics of adult learners, the ways to overcome resistance to learning, and the instructor’s role in the success of the training experience. We will look at what the training needs of our workforce are, and what material is available to help create effective training sessions. Participants will learn how to design and develop a training program, present material to an audience, create a learning environment that is conducive to learning, and lead a training session with greater confidence and credibility.
Operation & Maintenance of Collection Systems
(FOLLOWED BY OPTIONAL NEWEA EXAM)

Wednesday-Friday, November 13-15, 2019
Scout Hall Youth Center, East Windsor, CT
8:30 a.m. – 3:30 p.m.  Sign-in begins at 8:00 a.m.

Communities must properly manage, operate, and maintain wastewater collection systems to prevent sanitary sewer overflows, contamination of groundwater, and the spread of waterborne diseases. In this two-and-a-half day course, participants will receive basic to intermediate instruction in all aspects of collection system O&M.

Students must bring a basic calculator.

* NEWEA’s Voluntary Collection Systems Certification exam will be held the afternoon of November 15. If you want to take the exam, you must complete the attached exam application & submit to NEIWPCC with your course registration.

Instructor: Don Kennedy, NEIWPCC
Cost: $295 (course & exam)*
$245 (course only)**
Credits: 15 Training Contact Hours
Course #: etc1781

Course Title ___________________ Course # ___________________
Your Name _____________________
Wastewater License # ___________________ State ____________
Company/Facility __________________________
Street _________________________________
City/Town ______________________ State ________ Zip __________
Telephone ______________________ Fax _______________
E-mail ____________________________

Emergency Contact Phone Number (cell or home)
(in case of class cancellation/instructor illness, etc.) ______________________

Indicate method of payment Amount Enclosed $ ___________
Check No. ___________ or PO No. ___________ or Credit Card ___________
indicate Visa, MC or Discover

Credit Card # ___________
CVV or SEC code ___________ Expiration __________/___________
located on back of card month year
Name on Card _______________________
Signature Required ___________________ Date __________

Mail form and payment to:
NEIWPCC - Training; 650 Suffolk St., Ste. 410, Lowell, MA 01854 or fax with a purchase order to 978-323-7919. Registrations CANNOT be completed over the phone. Hard copies must be mailed or faxed.

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INSTRUCTIONS TO APPLICANTS:

1. Read carefully all instructions and questions before beginning to fill out this application. Incomplete or improperly prepared applications will be returned. Fill out each section of this application in full. Please use ink or type.

2. File one copy of this application with:
   New England Water Environment Association
   10 Tower Office Park, Suite 601
   Woburn, MA 01801-2155
   (781) 939-0907 (Fax)

3. Each application must be accompanied by the following fees (make checks payable to NEWEA) if you are taking the exam only: $50.00 Initial certification and each upgrading.

4. Applicants submitting satisfactory evidence of general aptitude, experience and education for Grades I, II, III or IV certification will be notified of the time and place of examinations for these grades.

5. This program is conducted in accordance with Voluntary Certification Program for Wastewater Collection Systems Operators adopted by the New England Water Environment Association, copies of which may be obtained from the address noted in Instruction 2.

6. Attach extra sheets, if necessary, for full statement of your record.

7. Bring to the exam: Valid photo ID, copy of completed and signed application, pen/pencil, and calculator.

GENERAL - Please print clearly

1. Anticipated Exam Date and Location: _______________________________________________________________

2. Name in full: __________________________________________________________________________________

3. Mailing Address: _______________________________________________________________________________

4. Telephone No. ____________________________________ Fax No. ______________________________________

5. Email Address: ________________________________________________________________________________

6. Are you physically capable of performing the duties of an operator in the grade for which you are applying? ☐ Yes ☐ No

7. Have you taken a NEWEA Collection Systems exam in the last six months? ☐ Yes ☐ No If so, what grade? _____

EDUCATION & TRAINING

1. Schools Attended

<table>
<thead>
<tr>
<th>School</th>
<th>Last Grade Completed</th>
<th>Did you Graduate?</th>
<th>Date of Graduation</th>
<th>Location of School</th>
</tr>
</thead>
<tbody>
<tr>
<td>High School</td>
<td>☐ 9 ☐ 10 ☐ 11 ☐ 12</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>GED</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

2. College or University (List Separately)

<table>
<thead>
<tr>
<th>College or University</th>
<th>Dates Attended</th>
<th>In What Did You Major?</th>
<th>Credit or Degree Obtained</th>
<th>Date of Leaving or Graduating</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
3. List other educational courses completed such as vocational school, correspondence, armed services, specialized courses, operators' short courses, business school, etc. Give date, name and duration of course and name of school or sponsoring organization.

________________________________________________________________________________________
________________________________________________________________________________________
________________________________________________________________________________________

EXPERIENCE

1. Name of the wastewater collection system

2. Give your title

3. Give a brief description of your present position

________________________________________________________________________________________
________________________________________________________________________________________
________________________________________________________________________________________

Are you in responsible charge? ________ If not, to whom do you report? ____________________________

________________________________________________________________________________________

4. How long have you held your present position?

5. List in detail all positions you have held in the past 5 years. It is necessary for the evaluator of this application to have as much information about your work experience as possible. Please describe your current position even if it has been held for the past 5 years. If you have held the same position for the past 5 years, please describe previous work experience. Please give nature of duties and degree of responsibility. Use separate sheets to provide data comparable to that required under item 5 for any collection system other than the system at which you are presently employed.

<table>
<thead>
<tr>
<th>Dates</th>
<th>Employer and Location</th>
<th>Describe duties and state whether responsible charge or to whom you reported</th>
</tr>
</thead>
<tbody>
<tr>
<td>From</td>
<td>To</td>
<td></td>
</tr>
<tr>
<td>1.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2.</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
6. Classification of Wastewater Collection Systems

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>a.</td>
<td>Largest Pipe Size (diameter in inches)</td>
</tr>
<tr>
<td>b.</td>
<td>Average Total Flow M.G.D.</td>
</tr>
<tr>
<td></td>
<td>1) Industrial flow in M.G.D.</td>
</tr>
<tr>
<td>c.</td>
<td>Total miles of sewer (excluding storm drains)</td>
</tr>
<tr>
<td>d.</td>
<td>Pump stations</td>
</tr>
<tr>
<td></td>
<td>1) Standby power</td>
</tr>
<tr>
<td></td>
<td>2)  Dry well station</td>
</tr>
<tr>
<td></td>
<td>3)  Wet well station</td>
</tr>
<tr>
<td></td>
<td>4)  Grit removal</td>
</tr>
<tr>
<td></td>
<td>5)  Communion</td>
</tr>
<tr>
<td></td>
<td>6)  Bar rack</td>
</tr>
<tr>
<td></td>
<td>7)  Variable speed pumps</td>
</tr>
<tr>
<td></td>
<td>8)  Number of pump stations</td>
</tr>
<tr>
<td></td>
<td>9)  Number of Alarm Systems</td>
</tr>
</tbody>
</table>

Indicate type (flow, personal safety, telecommunications):

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
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</thead>
<tbody>
<tr>
<td>e.</td>
<td>Flow Measurement in Collection System</td>
</tr>
<tr>
<td>f.</td>
<td>Siphons</td>
</tr>
<tr>
<td>g.</td>
<td>Combined sewers</td>
</tr>
<tr>
<td>h.</td>
<td>Force mains</td>
</tr>
<tr>
<td>i.</td>
<td>Chemical Additions</td>
</tr>
<tr>
<td></td>
<td>1) Hypochlorite</td>
</tr>
<tr>
<td></td>
<td>2)  Gas</td>
</tr>
<tr>
<td></td>
<td>3)  Other (explain)</td>
</tr>
</tbody>
</table>

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
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<tbody>
<tr>
<td>j.</td>
<td>Oldest part of system</td>
</tr>
<tr>
<td></td>
<td>1) Prior to 1940</td>
</tr>
<tr>
<td></td>
<td>2) Prior to 1960</td>
</tr>
<tr>
<td></td>
<td>3) Prior to 1980</td>
</tr>
<tr>
<td></td>
<td>4) New</td>
</tr>
</tbody>
</table>

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>k.</td>
<td>Mechanical Equipment</td>
</tr>
<tr>
<td></td>
<td>1) High Pressure jet truck</td>
</tr>
<tr>
<td></td>
<td>2) Mechanical rodder</td>
</tr>
<tr>
<td></td>
<td>3) Bucket Machine</td>
</tr>
<tr>
<td></td>
<td>4) Combination vacuum/jet truck</td>
</tr>
<tr>
<td></td>
<td>5) Closed circuit TV equipment</td>
</tr>
<tr>
<td></td>
<td>6) High pressure grouter</td>
</tr>
<tr>
<td></td>
<td>7) Other (be specific)</td>
</tr>
</tbody>
</table>
7. a. Does the collection serve: Municipality Industry Institution Other
Circle all that apply. If “other,” explain: _____________________________________________

b. Do the wastes received in your system present unusual problems? If so, explain: ________________

Do you hold valid certification or license in New England, or from another state? ______________________
If so, what state, grade, and date of issue? ______________________________________________________
If not now employed in a collection system, why do you consider yourself qualified for certification? ________________

EXPERIENCE
Circle the grade of operator certification for which you are applying (one only)
Grade I Grade II Grade III Grade IV

REFERENCES
Give names and addresses of at least two persons, not relatives, who have knowledge of your character,
experience, and ability.

1. _____________________________________________________________________________________________

2. _____________________________________________________________________________________________

I hereby certify that this application contains no willful misrepresentations or falsifications, and that the information given by
me is true and complete to the best of my knowledge and belief. I further agree to abide by the provisions of the Voluntary
Certification Program of the New England Water Environment Association, Inc.

Date ______________  Signed ________________________________________________________________
Managers Forum

Thursday, November 21, 2019
Hartford MDC Training Center, Hartford, CT
8:30 a.m. – 3:30 p.m. Sign-in begins at 8:00 a.m.

This is the 18th Annual Connecticut WWTP Managers’ Forum. It provides an opportunity for wastewater treatment plant managers, representatives from CT DEEP, CWPA, U.S. EPA, and other water quality professionals to meet and communicate on timely topics.

Subjects suggested by plant managers for discussion at this year’s forum include:

- Operator continuing education requirement
- Misc industrial users and significant industrial users general permits
- Leadership Program graduation
- Priority List revisions

If you have suggestions for other topics to add to the list, contact Jen Lichtensteiger at (978) 349-2525.

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Basic Wastewater Treatment, 5-Sessions
(Prep for Class I and II Certification Exams)

Mondays, November 25 to December 23, 2019
Scout Hall Youth Center, East Windsor, CT
8:00 a.m. – 3:00 p.m.  Sign-in begins at 7:30 a.m.

Anyone preparing for a state WWTP operator certification exam will benefit from this structured overview of the wastewater field. The content of the course is based on the well-known California State University, Sacramento home-study course manuals on WWTP operations.

During the five-session program, the instructor will review wastewater laws and regulations, the pretreatment process, sedimentation and flotation, secondary biological treatment, secondary treatment processes, disinfection, and other pertinent topics. Participants will receive instruction in the mathematical calculations used in wastewater treatment operation that likely will be encountered in the Class I and II exams.

Students must bring a basic calculator.

Instructor: Art Enderle, Supt., East Windsor WPCA
Cost: $370
Credits: 30 Training Contact Hours
Course #: etc1783

Course Title ___________________________ Course # __________________
Your Name ________________________________
Wastewater License # ______________________ State ________________
Company/Facility ____________________________
Street ____________________________
City/Town ____________________________ State ________ Zip ________
Telephone _____________________  Fax ________________
E-mail ______________________________

Emergency Contact Phone Number (cell or home) ______________________
(in case of class cancellation/instructor illness, etc.) ______________________

Indicate method of payment

Amount Enclosed $ __________________
Check No. ___________ or PO No. ___________ or Credit Card ___________
indicate Visa, MC or Discover

Credit Card # _____________________________
CVV or SEC code ____________  Expiration _______/_____
located on back of card

Name on Card ____________________________
Signature Required ______________________  Date ____________

Mail form and payment to:
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Prepared for Your Class III and IV Certification Exam, 5-Sessions

Wednesdays, November 27-December 26, 2019
Scout Hall Youth Center, East Windsor, CT
8:00 a.m. – 3:00 p.m. Sign-in begins at 7:30 a.m.

This five-session course helps students move beyond the basics to a deeper understanding of the operation of wastewater treatment plants and provides invaluable instruction for those preparing for the Class III and IV exams.

To enroll, you should have an understanding of the principles in CSU Sacramento’s Operation of Municipal Wastewater Treatment Plants (Volumes 1 and 2) and Advanced Waste Treatment. You must also be prepared to develop advanced wastewater math skills.

Students must bring a basic calculator.

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Course Title ____________________________ Course # __________________
Your Name _________________________________
Wastewater License # _________________________ State _________
Company/Facility _____________________________
Street ________________________________
City/Town __________________________ State _________ Zip __________
Telephone ____________________________ Fax _________________________
E-mail ________________________________

Emergency Contact Phone Number (cell or home) (in case of class cancellation/instructor illness, etc.) ________________________________

Indicate method of payment __________ Amount Enclosed $ __________
Check No. __________ or PO No. __________ or Credit Card __________
indicate Visa, MC or Discover

Credit Card # __________
CVV or SEC code __________ Expiration ______________/____________ located on back of card
Name on Card __________________________
Signature Required ______________________ Date __________

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Advanced Activated Sludge & BNR Process Control

Tuesday, December 3, 2019
CT DEEP Marine Headquarters, Old Lyme, CT
8:30 a.m. – 3:30 p.m.  Sign-in begins at 8:00 a.m.

This class will enhance plant supervisors and managers knowledge of the various techniques associated with maximizing plant performance, with a detailed discussion of biological nutrient removal (BNR).

Accurately assessing and managing plant biology and clarifier loading is essential to maintaining consistently good performance. However, many plant personnel settle for inconsistent performance and thereby increase operating costs, and effluent quality suffers. This training will offer attendees a fresh look at techniques to sustain good plant biological management.

This course is recommended for Class IV or Class III operators.

INSTRUCTOR: Jack Crosby, Supt., West Haven WPCF
COST: $135
CREDITS: 6 Training Contact Hours
COURSE #: etc1785

PLEASE NOTE: Enrollment is on a first-come, first-served basis, so please return your application as soon as possible. We appreciate you taking time to notify us if you cannot attend a course for which you have registered.

- Checks/Money Orders: Should be made payable to “NEIWPCC Training”. Note New Policy: There is a $15.00 fee for checks returned due to insufficient funds.
- Registration Deadline: You must register at least seven days in advance of the first day of the course. Registrations after this time will incur a $15 late fee.
- Cancellations/NoShows: Seven days notice is required for you to cancel at no cost. Cancellations received after this time will be charged $25 for programs under $125 and $50 for programs over $125. Registrants who do not cancel and who fail to show are responsible for full payment.
- Credits: Students are responsible for signing in at the beginning of every class and signing out at the end of every class in order to receive their certificate/TCHs. Students who do not sign in or out will not receive any TCHs. Multi-day classes require sign-in and sign-out each day of class. Students must attend 50% of the class in order to receive TCHs for the time they were present.
- Use one form per course. Photocopy this page to apply for multiple courses.
- Cancellations/Postponements. NEIWPCC reserves the right to postpone, reschedule or cancel any course as attendance dictates.

Register at www.neiwpcc.org/portal/connect.asp

Mail form and payment to:
NEIWPCC - Training; 650 Suffolk St., Ste. 410, Lowell, MA 01854 or fax with a purchase order to 978-323-7919. Registrations CANNOT be completed over the phone. Hard copies must be mailed or faxed.
Operation & Maintenance of Wastewater Collection Systems (FOLLOWED BY OPTIONAL NEWEA EXAM)

Wednesday-Friday, December 18-20, 2019
Portland Water District, Portland, ME
8:30 a.m. – 3:30 p.m.  Sign-in begins at 8:00 a.m.

Communities must properly manage, operate, and maintain wastewater collection systems to prevent sanitary sewer overflows, contamination of groundwater, and the spread of waterborne diseases. In this two-and-a-half day course, participants will receive basic to intermediate instruction in all aspects of collection system O&M.

Students must bring a basic calculator.

* NEWEA’s Voluntary Collection Systems Certification exam will be held the afternoon of December 20. If you want to take the exam, you must complete the attached exam application & submit to NEIWPCC with your course registration.

**In order to take the exam ONLY, you must apply directly to NEWEA.

Course Title ___________________________________________________________________________ Course # __________________________
Your Name ______________________________________________________________________________
Wastewater License # ___________________________ State __________________________
Company/Facility __________________________________________________________________________
Street ____________________________________________________________________________________
City/Town __________________________________ State ________ Zip ____________
Telephone __________________________ Fax ________________________________
E-mail ___________________________________________ ______________________________

Emergency Contact Phone Number (cell or home) ___________________________________________
(in case of class cancellation/instructor illness, etc.) ___________________________________________

Indicate method of payment Amount Enclosed $ __________
Check No. __________ or PO No. __________ or Credit Card __________
indicateVisa,MCorDiscover

Credit Card # _____________________________ 3-digit code ___________________________
located on back of card Expiration __________/__________
Name on Card __________________________________________________________________________
Signature Required ___________________________ Date __________________________

Mail form and payment to:
NEIWPCC - Training; 650 Suffolk Street, Suite 410, Lowell, MA 01854
Or fax with a purchase order to: (978) 323-7919. Registrations CANNOT be completed over the phone. Hard copies MUST be mailed or faxed.
APPLICATION FOR WASTEWATER COLLECTION SYSTEMS OPERATOR VOLUNTARY CERTIFICATION EXAM
New England Water Environment Association

INSTRUCTIONS TO APPLICANTS:
1. Read carefully all instructions and questions before beginning to fill out this application. Incomplete or improperly prepared applications will be returned. Fill out each section of this application in full. Please use ink or type.
2. File one copy of this application with:
New England Water Environment Association
10 Tower Office Park, Suite 601
Woburn, MA 01801-2155
(781) 939-0907 (Fax)
3. Each application must be accompanied by the following fees (make checks payable to NEWEA) if you are taking the exam only: $50.00 Initial certification and each upgrading
4. Applicants submitting satisfactory evidence of general aptitude, experience and education for Grades I, II, III or IV certification will be notified of the time and place of examinations for these grades.
5. This program is conducted in accordance with Voluntary Certification Program for Wastewater Collection Systems Operators adopted by the New England Water Environment Association, copies of which may be obtained from the address noted in Instruction 2.
6. Attach extra sheets, if necessary, for full statement of your record.
7. Bring to the exam: Valid photo ID, copy of completed and signed application, pen/pencil, and calculator.

GENERAL - Please print clearly
1. Anticipated Exam Date and Location: _______________________________________________________________
2. Name in full: __________________________________________________________________________________
3. Mailing Address: _______________________________________________________________________________
4. Telephone No. ____________________________________ Fax No. ______________________________________
5. Email Address: ________________________________________________________________________________
6. Are you physically capable of performing the duties of an operator in the grade for which you are applying? ☐ Yes ☐ No
7. Have you taken a NEWEA Collection Systems exam in the last six months? ☐ Yes ☐ No If so, what grade? _____

EDUCATION & TRAINING
1. Schools Attended

<table>
<thead>
<tr>
<th>Last Grade Completed</th>
<th>Did you Graduate?</th>
<th>Date of Graduation</th>
<th>Location of School</th>
</tr>
</thead>
<tbody>
<tr>
<td>High School</td>
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<td></td>
</tr>
<tr>
<td>GED</td>
<td></td>
<td></td>
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</tr>
</tbody>
</table>

2. College or University (List Separately)

<table>
<thead>
<tr>
<th>Dates Attended</th>
<th>In What Did You Major?</th>
<th>Credit or Degree Obtained</th>
<th>Date of Leaving or Graduating</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
3. List other educational courses completed such as vocational school, correspondence, armed services, specialized courses, operators’ short courses, business school, etc. Give date, name and duration of course and name of school or sponsoring organization.

_________________________________________________________________________________________

_________________________________________________________________________________________

_________________________________________________________________________________________

EXPERIENCE

1. Name of the wastewater collection system _______________________________________________________

2. Give your title  _______________________________________________________

3. Give a brief description of your present position _______________________________________________________

_________________________________________________________________________________________

_________________________________________________________________________________________

_________________________________________________________________________________________

Are you in responsible charge? ________ If not, to whom do you report? ________________________________

_________________________________________________________________________________________

_________________________________________________________________________________________

_________________________________________________________________________________________

4. How long have you held your present position? _______________________________________________________

5. List in detail all positions you have held in the past 5 years. It is necessary for the evaluator of this application to have as much information about your work experience as possible. Please describe your current position even if it has been held for the past 5 years. If you have held the same position for the past 5 years, please describe previous work experience. Please give nature of duties and degree of responsibility. Use separate sheets to provide data comparable to that required under item 5 for any collection system other than the system at which you are presently employed.

<table>
<thead>
<tr>
<th>Dates</th>
<th>Employer and Location</th>
<th>Describe duties and state whether responsible charge or to whom you reported</th>
</tr>
</thead>
<tbody>
<tr>
<td>From</td>
<td>To</td>
<td></td>
</tr>
<tr>
<td>1.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2.</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
6. Classification of Wastewater Collection Systems

a. Largest Pipe Size (diameter in inches) __________

b. Average Total Flow M.G.D. __________
   1) Industrial flow in M.G.D. __________

c. Total miles of sewer (excluding storm drains) __________

d. Pump stations  
   Yes  No  
   1) Standby power __  __  __
   2) Dry well station __  __  __
   3) Wet well station __  __  __
   4) Grit removal __  __  __
   5) Comminution __  __  __
   6) Bar rack __  __  __
   7) Variable speed pumps __  __  __
   8) Number of pump stations #__  #__
   9) Number of Alarm Systems #__  #__

   Indicate type (flow, personal safety, telecommunications):

   ______________________________________________________________________
   ______________________________________________________________________

e. Flow Measurement in Collection System __  __

f. Siphons __  __

g. Combined sewers __  __

h. Force mains __  __

i. Chemical Additions  
   1) Hypochlorite __  __
   2) Gas __  __
   3) Other (explain) __  __

   ______________________________________________________________________
   ______________________________________________________________________

j. Oldest part of system  
   1) Prior to 1940 __________
   2) Prior to 1960 __________
   3) Prior to 1980 __________
   4) New __________

k. Mechanical Equipment __________
   1) High Pressure jet truck __  __
   2) Mechanical rodder __  __
   3) Bucket Machine __  __
   4) Combination vacuum/jet truck __  __
   5) Closed circuit TV equipment __  __
   6) High pressure grouter __  __
   7) Other (be specific) __  __

   ______________________________________________________________________
   ______________________________________________________________________

Rev. 10/2016
7. a. Does the collection serve: Municipality  Industry  Institution  Other  
Circle all that apply. If “other,” explain: ________________________________________________________
__________________________________________________________________________________________

b. Do the wastes received in your system present unusual problems? If so, explain: __________________
__________________________________________________________________________________________

Do you hold valid certification or license in New England, or from another state? ______________________________
If so, what state, grade, and date of issue? __________________________________________________________
If not now employed in a collection system, why do you consider yourself qualified for certification? __________
__________________________________________________________________________________________

EXPERIENCE  Circle the grade of operator certification for which you are applying (one only)
Grade I  Grade II  Grade III  Grade IV

REFERENCES  Give names and addresses of at least two persons, not relatives, who have knowledge of your character, 
experience, and ability.

1. __________________________________________________________________________________________
__________________________________________________________________________________________

2. __________________________________________________________________________________________
__________________________________________________________________________________________

I hereby certify that this application contains no willful misrepresentations or falsifications, and that the information given by 
me is true and complete to the best of my knowledge and belief. I further agree to abide by the provisions of the Voluntary 
Certification Program of the New England Water Environment Association, Inc.

Date ______________  Signed ________________________________________________________________
<table>
<thead>
<tr>
<th>DATE</th>
<th>COURSE TITLE</th>
<th>LOCATION</th>
<th>HOURS</th>
</tr>
</thead>
<tbody>
<tr>
<td>October 3</td>
<td>Chemistry Basics for Operators</td>
<td>Ellsworth</td>
<td>*6</td>
</tr>
<tr>
<td>October 9</td>
<td>Pipe Locating for Water and Sewer Utilities</td>
<td>Presque Isle</td>
<td>*6</td>
</tr>
<tr>
<td>October 10</td>
<td>Pipe Locating for Water and Sewer Utilities</td>
<td>Hampden</td>
<td>*6</td>
</tr>
<tr>
<td>October 16</td>
<td>What Every Wastewater Operator Should Know: Regs, Processes, Pumps, and More</td>
<td>Bridgton</td>
<td>6</td>
</tr>
<tr>
<td>Oct 23 &amp; 24</td>
<td>Wastewater 101</td>
<td>Brunswick</td>
<td>12</td>
</tr>
<tr>
<td>October 31</td>
<td>Introduction to Microscopes</td>
<td>Waterville</td>
<td>*6</td>
</tr>
<tr>
<td>Nov 5 &amp; 6</td>
<td>Activated Sludge Process Control</td>
<td>Brewer</td>
<td>12</td>
</tr>
<tr>
<td>November 7</td>
<td>Instrumentation, Control Networks, and SCADA Review</td>
<td>Orono</td>
<td>*6</td>
</tr>
<tr>
<td>November 14</td>
<td>Electrical Safety w/Pump Station Controls &amp; Troubleshooting</td>
<td>Westbrook</td>
<td>6</td>
</tr>
<tr>
<td>Nov 18 &amp; 19</td>
<td>Train-the-Trainer</td>
<td>Portland</td>
<td>*12</td>
</tr>
<tr>
<td>November 20</td>
<td>MANAGEMENT CANDIDATE SCHOOL</td>
<td>York</td>
<td>*60</td>
</tr>
<tr>
<td>December 4</td>
<td>Sample Collection and the Nitty-Gritty of BOD: Hands-on BOD Review</td>
<td>Bangor</td>
<td>6</td>
</tr>
<tr>
<td>December 5</td>
<td>Air Quality Testing with Confined Space Entry Prep</td>
<td>York</td>
<td>*6</td>
</tr>
<tr>
<td>Dec 18 thru 20</td>
<td>O &amp; M of Wastewater Collection Systems (w/optional NEWEA Exam)</td>
<td>Portland</td>
<td>15</td>
</tr>
<tr>
<td>January 9, 2020</td>
<td>WASTEWATER OPERATOR SCHOOL</td>
<td>Portland</td>
<td>72</td>
</tr>
</tbody>
</table>

All programs are approved by Maine DEP for Wastewater Operator certification renewal.

*Programs are also approved by Maine Board of Licensure of Water System Operators.

Special thanks to Maine Water Environment Association (MEWEA) for help in defraying our printing costs.

Maine JETCC is managed by the New England Interstate Water Pollution Control Commission (NEIWPCC) through a contract with the Maine Department of Environmental Protection.
Operation & Maintenance of Collection Systems
(FOLLOWED BY OPTIONAL NEWEA EXAM)

Tuesday-Thursday, October 1-3, 2019
NEIWPCC Office, Lowell, MA
8:30 a.m. – 3:30 p.m. Sign-in begins at 8:00 a.m.

Communities must properly manage, operate, and maintain wastewater collection systems to prevent sanitary sewer overflows, contamination of groundwater, and the spread of waterborne diseases. In this two-and-a-half day course, participants will receive basic to intermediate instruction in all aspects of collection system O&M.

Students must bring a basic calculator.

* NEWEA’s Voluntary Collection Systems Certification exam will be held the afternoon of October 3. If you want to take the exam, you must complete the attached exam application & submit to NEIWPCC with your course registration.

**In order to take the exam ONLY, you must apply directly to NEWEA.

Course Title __________________________ Course # ____________
Your Name ______________________________ __________________________
Wastewater License # ___________________ State ________
Company/Facility __________________________ __________________________
Street __________________________
City/Town __________________________ State ________ Zip ________
Telephone __________________________ Fax __________________________
E-mail __________________________ MWPCA # ____________
Emergency Contact Phone Number (cell or home) __________________________
(in case of class cancellation/instructor illness, etc.)

Indicate method of payment Amount Enclosed $ ____________
Check No. ____________ or PO No. ____________ or Credit Card ____________
(indicate Visa, MC or Discover)

Credit Card # __________________________
3-digit code __________________________ Expiration _______ / _______
(located on back of card) month/year
Name on Card __________________________
Signature Required ______________________ Date ____________

Mail form and payment to: NEIWPCC - Training; 650 Suffolk Street, Suite 410, Lowell, MA 01854
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APPLICATION FOR WASTEWATER COLLECTION SYSTEMS OPERATOR VOLUNTARY CERTIFICATION EXAM

New England Water Environment Association

INSTRUCTIONS TO APPLICANTS:
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2. File one copy of this application with:
   New England Water Environment Association
   10 Tower Office Park, Suite 601
   Woburn, MA 01801-2155
   (781) 939-0907 (Fax)

3. Each application must be accompanied by the following fees (make checks payable to NEWEA) if you are taking the exam only: $50.00 Initial certification and each upgrading

4. Applicants submitting satisfactory evidence of general aptitude, experience and education for Grades I, II, III or IV certification will be notified of the time and place of examinations for these grades.

5. This program is conducted in accordance with Voluntary Certification Program for Wastewater Collection Systems Operators adopted by the New England Water Environment Association, copies of which may be obtained from the address noted in Instruction 2.

6. Attach extra sheets, if necessary, for full statement of your record.

7. Bring to the exam: Valid photo ID, copy of completed and signed application, pen/pencil, and calculator.

GENERAL - Please print clearly

1. Anticipated Exam Date and Location: _______________________________________________________________

2. Name in full: __________________________________________________________________________________

3. Mailing Address: _______________________________________________________________________________

4. Telephone No. ____________________________________ Fax No. ______________________________________

5. Email Address: ________________________________________________________________________________

6. Are you physically capable of performing the duties of an operator in the grade for which you are applying?  ☐ Yes ☐ No

7. Have you taken a NEWEA Collection Systems exam in the last six months? ☐ Yes ☐ No If so, what grade? ______

EDUCATION & TRAINING

1. Schools Attended

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2. College or University (List Separately)

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_________________________________________________________________________________________

_________________________________________________________________________________________

_________________________________________________________________________________________

EXPERIENCE

1. Name of the wastewater collection system ______________________________________________________

2. Give your title __________________________________________________________

3. Give a brief description of your present position ________________________________________________

_________________________________________________________________________________________

_________________________________________________________________________________________

_________________________________________________________________________________________

Are you in responsible charge? ________ If not, to whom do you report? ____________________________

_________________________________________________________________________________________

4. How long have you held your present position? _________________________________________________

5. List in detail all positions you have held in the past 5 years. It is necessary for the evaluator of this application to have as much information about your work experience as possible. Please describe your current position even if it has been held for the past 5 years. If you have held the same position for the past 5 years, please describe previous work experience. Please give nature of duties and degree of responsibility. Use separate sheets to provide data comparable to that required under item 5 for any collection system other than the system at which you are presently employed.

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6. Classification of Wastewater Collection Systems

   a. Largest Pipe Size (diameter in inches) 

   b. Average Total Flow M.G.D. 
      1) Industrial flow in M.G.D. 

   c. Total miles of sewer (excluding storm drains) 

   d. Pump stations 
      Yes  No
      1) Standby power 
      2) Dry well station 
      3) Wet well station 
      4) Grit removal 
      5) Communion 
      6) Bar rack 
      7) Variable speed pumps 
      8) Number of pump stations  #___ #___
      9) Number of Alarm Systems  #___ #___

   Indicate type (flow, personal safety, telecommunications):

   e. Flow Measurement in Collection System 

   f. Siphons 

   g. Combined sewers 

   h. Force mains 

   i. Chemical Additions 
      1) Hypochlorite 
      2) Gas 
      3) Other (explain) 

   j. Oldest part of system 
      1) Prior to 1940 
      2) Prior to 1960 
      3) Prior to 1980 
      4) New 

   k. Mechanical Equipment 
      1) High Pressure jet truck 
      2) Mechanical rodder 
      3) Bucket Machine 
      4) Combination vacuum/jet truck 
      5) Closed circuit TV equipment 
      6) High pressure grouter 
      7) Other (be specific)
7. a. Does the collection serve: Municipality Industry Institution Other
Circle all that apply. If “other,” explain:

b. Do the wastes received in your system present unusual problems? If so, explain:

Do you hold valid certification or license in New England, or from another state?
If so, what state, grade, and date of issue?
If not now employed in a collection system, why do you consider yourself qualified for certification?

EXPERIENCE
Circle the grade of operator certification for which you are applying (one only)
Grade I Grade II Grade III Grade IV

REFERENCES
Give names and addresses of at least two persons, not relatives, who have knowledge of your character, experience, and ability.

1. 

2. 

I hereby certify that this application contains no willful misrepresentations or falsifications, and that the information given by me is true and complete to the best of my knowledge and belief. I further agree to abide by the provisions of the Voluntary Certification Program of the New England Water Environment Association, Inc.

Date ______________ Signed ________________________________
**Microbiology of Wastewater with Toni Glymph**

**Thursday, October 10, 2019**  
**MA DEP CERO, Worcester, MA**  
8:30 a.m. – 3:30 p.m. Sign-in begins at 8:00 a.m.

What role do bacteria, protozoa, and metazoa have in the wastewater treatment process? This class will provide the answers and the conditions that allow them to optimize nutrient removal from the wastewater. Participants will also learn how to anticipate potential treatment system upsets and to troubleshoot and correct existing treatment system problems.

Topics include:
- A Wastewater Microbiology Monitoring Program for Operators
- Identification and Control of Filamentous Bacteria
- Microbiological Monitoring of Biological Nutrient Removal Processes

Toni Glymph’s book A Wastewater Microbiology Laboratory Manual for Operators is recommended for this course and will be available for purchase in class at the discounted price of $50.

---

**Instructor:** Toni Glymph, Sr. Env. Microbiologist & Consultant with Wastewater Microbiology Solutions  
**Cost:** $135 ($120 MWPCA members)  
**Credits:** 6 TCH  
**Course #:** etc1788

---

**CLICK HERE TO REGISTER ONLINE WWW.NEIWPCC.ORG/PORTAL/CONNECT.ASP**

---

**PLEASE NOTE:** Enrollment is on a first-come, first-served basis, so please return your application as soon as possible. We appreciate you taking time to notify us if you cannot attend a course for which you have registered.  
- **Checks/Money Orders:** Should be made payable to “NEIWPCC Training”. Note New Policy: There is a $15.00 fee for checks returned due to insufficient funds.  
- **Registration Deadline:** You must register at least seven days in advance of the first day of the course. Registrations after this time will incur a $15 late fee.  
- **Cancellations/No Shows:** Seven days notice is required for you to cancel at no cost. Cancellations received after this time will be charged $25 for programs under $125 and $50 for programs over $125. Registrants who do not cancel and who fail to show are responsible for full payment.  
- **Credits:** Students are responsible for signing in at the beginning of every class and signing out at the end of every class in order to receive their certificate/TCHs. Students who do not sign in or out will not receive any TCHs. Multi-day classes require sign-in and sign-out each day of class. Students must attend 50% of the class in order to receive TCHs for the time they were present.  
- **Use one form per course.** Photocopy this page to apply for multiple courses.  
- **Cancellations/Postponements.** NEIWPCC reserves the right to postpone, reschedule or cancel any course as attendance dictates.

---

**Course Title ___________________ Course # ____________**

**Your Name ___________________**

**Wastewater License # ___________________ State ________**

**Company/Facility ___________________**

**Street ___________________**

**City/Town ___________________ State _____ Zip ________**

**Telephone ___________________ Fax ___________________**

**E-mail ___________________ MWPCA # ____________**

**Emergency Contact Phone Number (cell or home) ___________________**

**(in case of class cancellation/instructor illness, etc.)**

**Indicate method of payment**

Amount Enclosed $ ____________

**Check No. ____________ or PO No. ____________ or Credit Card ____________**

**(indicate Visa, MC or Discover)**

Credit Card # ___________________

3-digit code ___________________ Expiration _______ / _______

**(located on back of card)** month/year

Name on Card ___________________

Signature Required ___________________ Date ____________

Mail form and payment to:  
NEIWPCC - Training; 650 Suffolk Street, Suite 410, Lowell, MA 01854  
Or fax with a purchase order to: (978) 323-7919. Registrations CANNOT be completed over the phone. Hard copies MUST be mailed or faxed.
Instrumentation, Control Networks, and SCADA Review

Tuesday, November 5, 2019
Pittsfield WWTP, Pittsfield, MA
8:30 a.m. – 3:30 p.m. Sign-in begins at 8:00 a.m.

Today's drinking water and wastewater facilities rely on a number of different control systems in their treatment processes. Through observation and monitoring to process control, there are many instruments and systems to ensure the best quality product is achieved.

This class will help you determine when and where to use different types of field instruments as well as understand electrical process and instrumentation diagrams. Participants will also review a variety of Industrial control networks and the human-machine interfaces available through SCADA.

PLEASE NOTE: Enrollment is on a first-come, first-served basis, so please return your application as soon as possible. We appreciate you taking time to notify us if you cannot attend a course for which you have registered.

- Checks/Money Orders: Should be made payable to “NEIWPCC Training”. Note New Policy: There is a $15.00 fee for checks returned due to insufficient funds.
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Mail form and payment to:
NEIWPCC - Training; 650 Suffolk Street, Suite 410, Lowell, MA 01854
Or fax with a purchase order to: (978) 323-7919. Registrations CANNOT be completed over the phone. Hard copies MUST be mailed or faxed.
Wastewater Pumps & Hydraulics

Wednesday-Thursday, November 6-7, 2019  
Stockbridge Town Offices, Stockbridge, MA  
8:30 a.m. – 3:30 p.m.  Sign-in begins at 8:00 a.m.

An understanding of hydraulic principles is critical to the management of collections systems and the operation of wastewater treatment plants. This two-day course covers the operation and maintenance of pumps, and the hydraulic principles behind them, in a straightforward manner.

Topics include pump types, parts, packing and adjustments, reading and using pump curves, motor principles and theory of operation, and horsepower and electrical calculations. In addition, participants will learn about mechanical seal failures, operational troubleshooting, and maintenance of bearings and couplings.

Bring your calculator to each class!

*Pumps and Pumping*, Skeet Arasmith, ACR Publications will be used in this class.

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### Course Title: Wastewater Pumps & Hydraulics  
### Course #: ETC1790

| Instructor: | Don Kennedy, NEIWPCC |
| Cost: | $260 (course & book*), Non-Member |
| | $235 (course & book*), MWPCA Member |
| | $190 (course only), Non-Member |
| | $165 (course only) MWPCA Member |
| Credits: | 12 TCH |
| Course #: | ETC1790 |

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Intro to Management

Thursday, November 7, 2019
Fort Taber Community Center, New Bedford, MA
8:30 a.m. – 3:30 p.m.  Sign-in begins at 8:00 a.m.

This course highlights the skills that wastewater operators need in order to be successful managers. The instructor and supervisors will discuss how to motivate staff and promote equitable treatment, how to ensure quality operation of the wastewater utility, and how to function as a leader rather than a commander.

He will present strategies for understanding an ever-increasing set of regulatory requirements and boundaries, for using public funds and resources efficiently and economically, and for adapting to new technologies.

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Pretreatment & Pollution Prevention of Brewery Discharges

Thursday, November 14, 2019
NEIWPCC Office, Lowell, MA
8:30 a.m. – 3:30 p.m. Sign-in begins at 8:00 a.m.

The discharge of untreated high-strength wastewater from breweries and similar industries can have significant impacts on municipal wastewater facilities if not properly controlled at the source. This class discusses brewery processes and associated pollutants, pollution prevention opportunities, and pretreatment requirements for brewery discharges.

The class emphasizes working with local breweries to ensure that brewery discharges do not violate pretreatment standards, and to prevent potential impacts from these industrial dischargers.
Care of Emergency Generators

Wednesday, November 20, 2019
Amherst WWTP, Amherst, MA
8:30 a.m. – 3:30 p.m. Sign-in begins at 8:00 a.m.

Regulations require water and wastewater treatment plants to provide emergency power to keep all essential facilities functional during an outage. This one-day seminar is designed as an in-depth instructional course in the operation and maintenance of emergency generator systems in water and wastewater facilities.

Topics to be covered include the application and operation of emergency generators and how they interface with a treatment plant, safe operation and repair of emergency generators, proper Lockout/Tagout procedures and OSHA regulations, requirements for fuel use including testing and handling, battery replacement and charging techniques, identification of safe environments for emergency generators, heater use, effective inspection, and preventive maintenance.

Instructors: Mark Pelsue, Kraft Power Corp. & Don Kennedy, NEIWPCC
Cost: $135 ($120 MWPCA members)
Credits: 6 TCH
Course #: etc1793

Click here to register online www.neiwpcc.org/portal/connect.asp

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Fall 2019 Training Courses

Sampling, Documentation, & Reporting for NPDES & Process Control

Thursday, October 24, 2019
Franklin Training Center (NHDES Office), Franklin, NH
8:00 a.m. – 3:00 p.m. Sign-in begins at 7:30 a.m.

This course provides WWTP, sample collection, and laboratory personnel an opportunity to learn about sample collection and basic laboratory analyses of conventional NPDES parameters. The data obtained from sampling and laboratory procedures provide the foundation for any wastewater treatment plant’s NPDES monitoring program.

Topics include proper sampling locations and techniques; along with basic lab procedures for process control testing and quality assurance. Conventional NPDES parameters such as BOD, pH, total residual chlorine, bacteria analyses, oil and grease, and metals and nutrient analyses will be discussed. Chain of custody documentation, sampling containers, preservation and holding times will be reviewed.

Instructor: Andy Fish, formerly VT DEC
Cost: $135
Credits: 6 Training Contact Hours
Course #: etc1794

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Ever wondered where your water comes from...and goes to? This workshop will focus on Project Wet activities for grades 4 through 8 but teachers of all grades are welcome! This is an opportunity to collaborate with a local wastewater operator – someone who understands the science and engineering practices that make our modern water system possible. Tap into your local water experts and Project WET to bring high-quality water science and real-world water issues to your students!

**Register with a local wastewater operator and you both receive a significant registration discount!**

In this workshop you will:

- Learn about water science and issues using hands-on, interdisciplinary activities
- Collaborate with wastewater operators to develop educational opportunities for your students
- Obtain training in STEM-based activities to increase student understanding of water resource issues
- Apply lessons to your curriculum using interactive and integrated teaching methods
- Become certified as a Project WET Educator
- Receive the 592-page Project WET 2.0 Guide
- Gain year-round access to Project WET activity kits and other water science education tools for FREE from NHDES
- 7 CEUs
- Lunch

**But wait! There’s more!**

Activities are aligned to Next Generation Science Standards (NGSS)

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**Questions?** Contact Lara Hooper at (603) 271-4071 or lara.hooper@des.nh.gov.

**Need help finding an operator?** Contact Ray Gordon at (603) 271-3571 or ray.gordon@des.nh.gov.
Tools & Opportunities for Teachers & Wastewater Operators to Work Together for Water Education

Wednesday, November 20, 2019 from 8:30 to 4:00 p.m.
at New Hampshire Department of Environmental Services,
29 Hazen Drive, Concord, NH

Teacher name: __________________________________________________
School or organization: ____________________________________________
Address: _______________________________________________________
City: ____________________________ State: _________ Zip: ____________
Email (required): ________________________________________________
Phone: _________________________ Cell: ___________________________

Wastewater operator name: ________________________________________
Water system: ___________________________________________________
Email (required): ________________________________________________
Phone: __________________________ Cell: ___________________________

Questions? Contact Lara Hooper at (603) 271-4071 or lara.hooper@des.nh.gov

Project WET
www.projectwet.org

To Register

Teachers:
• Mail registration form and check to:
  NH Department of Environmental Services
  c/o Lara Hooper
  29 Hazen Drive, PO Box 95
  Concord, NH 03302
• Make check payable to: NEIWPCC
• Confirmation will be sent upon receipt of payment

Operator registration fee:
• $135.00 if attending alone
• $55.00 if attending with a local teacher

Teacher registration fee:
• $50.00 if attending alone
• Free if attending with a local wastewater operator
Train-The-Trainer  
(Sponsored by NYWEA)

Tuesday-Wednesday, September 24-25, 2019  
Erie County Training & Operations Ctr., Cheektowaga, NY  
8:30 a.m. – 3:30 p.m. Sign-in begins at 8:00 a.m.

This class will qualify students to be instructors in New York. It will train instructors of wastewater training on how to design classes that are effective and engaging, and that will qualify for training hours in New York. This program will discuss the cycle of training design, from analysis to evaluation, including developing learning objectives and strategies for delivering information. Other topics include record keeping and techniques for keeping things interesting.

Participants will practice these skills by breaking into small groups and delivering 15-minute presentations.

This workshop will be presented by Jon Jewett. Jon received a Masters of Public Administration from the University of Vermont, has 30 years of experience in training and is a Nationally Certified Environmental Trainer.

**Course Title:** Train-The-Trainer  
**Instructor:** Jon Jewett, Compliance Assistance, Inc.  
**Cost:** $190/$50 for NYWEA Members (lunch included)  
**Credits:** 12 TCH  
**Course #:** ETC1796

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- **Cancellations/Postponements.** NEIWPC reserves the right to postpone, reschedule or cancel any course as attendance dictates.
O&M of Collection Systems

Tuesday-Thursday, October 22-24, 2019
Village of Green Island Municipal Center, Green Island, NY
8:30 a.m. – 3:30 p.m.  Sign-in begins at 8:00 a.m.

Communities must properly manage, operate, and maintain wastewater collection systems to prevent sanitary sewer overflows, contamination of groundwater, and the spread of waterborne diseases.

In this three day course, participants will receive basic to intermediate instruction in all aspects of collection system O&M and fulfill the training requirements for NYWEA’s Voluntary Collection System Certification.

Students must bring a basic calculator.

Instructor: Don Kennedy, NEIWPCC  
Cost: $245  
Credits: 18 Training Contact Hours  
Course #: ETC1797

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- Cancellations/Postponements. NEIWPCC reserves the right to postpone, reschedule or cancel any course as attendance dictates.
Sampling, Documentation, & Reporting for NPDES & Process Control

Thursday, December 5, 2019
Vischer Ferry Fire District Hall (Station #2), Clifton Park, NY
8:30 a.m. – 3:30 p.m. Sign-in begins at 8:00 a.m.

This course provides WWTP, sample collection, and laboratory personnel an opportunity to learn about sample collection and basic laboratory analyses of conventional NPDES parameters. The data obtained from sampling and laboratory procedures provide the foundation for any wastewater treatment plant’s NPDES monitoring program.

Topics include proper sampling locations and techniques; basic lab procedures for process control testing and quality assurance. Conventional NPDES parameters such as BOD, pH, Total Residual Chlorine, Bacteria analyses, oil and grease, and metals and nutrient analyses will be discussed. Chain of custody documentation, sampling containers, preservation and holding times will be addressed.

Instructor: Andy Fish, formerly VT DEC
Cost: $135
Credits: 6 Training Contact Hours
Course #: ETC1798

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Cancellations/Postponements. NEIWPCC reserves the right to postpone, reschedule or cancel any course as attendance dictates.
Microbiology of Wastewater with Toni Glymph

Monday, October 7, 2019  
Fields Point WPCF, Providence, RI  
8:30 a.m. – 3:30 p.m.  Sign-in begins at 8:00 a.m.

What role do bacteria, protozoa, and metazoa have in the wastewater treatment process? This class will provide the answers and the conditions that allow them to optimize nutrient removal from the wastewater. Participants will also learn how to anticipate potential treatment system upsets and to troubleshoot and correct existing treatment system problems.

Topics include:
- Wastewater Microbiology Monitoring Program for Operators
- Identification and Control of Filamentous Bacteria
- Microbiological Monitoring of Biological Nutrient Removal Processes

Toni Glymph's book *A Wastewater Microbiology Laboratory Manual for Operators* is recommended for this course and will be available for purchase in class at the discounted price of $50.
**Intro to Management**

**Wednesday, October 16, 2019**  
Montpelier City Hall, Montpelier, VT  
8:30 a.m. – 3:30 p.m.  Sign-in begins at 8:00 a.m.

This course highlights the skills that wastewater operators need in order to be successful managers. The instructor and supervisors will discuss how to motivate staff and promote equitable treatment, how to ensure quality operation of the wastewater utility, and how to function as a leader rather than a commander.

The instructor will present strategies for understanding an ever-increasing set of regulatory requirements and boundaries, for using public funds and resources efficiently and economically, and for adapting to new technologies.

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**CLICK HERE TO REGISTER ONLINE WWW.NEIWPCC.ORG/PORTAL/CONNECT.ASP**

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Meeting NPDES Analytical Requirements - From Start to Finish

Thursday, October 17, 2019
Montpelier Public Works, Montpelier, VT
8:30 a.m. – 3:30 p.m.  Sign-in begins at 8:00 a.m.

The data obtained from sampling and laboratory procedures provide the foundation for any wastewater treatment plant’s NPDES monitoring program. This course provides WWTP operators, sample collection staff, and laboratory technicians an opportunity to learn proper sampling techniques including proper sampling locations, containers, and preservation.

Proper analysis of Settleable Solids, pH, Total Residual Chlorine, Total Suspended Solids, Biochemical Oxygen Demand, and Escherichia Coli will be covered as well as required quality control procedures. Reporting requirements will also be explained.

The instructor has served as the Vermont wastewater laboratory specialist, responsible for evaluating and training municipal, industrial and commercial laboratory personnel in proper analytical techniques for over 30 years.

Instructor: Andy Fish, formerly VT DEC
Cost: $135
Credits: 6 Training Contact Hours
Course #: etc1802

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