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

For additional NEIWPCC training activities in Maine, please visit the Joint Environmental Training Coordinating Committee at [www.jetcc.org](http://www.jetcc.org).

**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**

- **Basic Wastewater Math**
- **Intermediate O&M of Municipal WWTPs**
- **Advanced Industrial Wastewater Treatment**
- **Applying WW Process Control Math Concepts**
- **Advanced O&M of Municipal WWTPs**
- **Basic Wastewater Laboratory Treatment**
- **Basic O&M of Municipal WWTPs**
- **Basic Industrial Wastewater Treatment**
- **Wastewater Pumps & Hydraulics**

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](http://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**

- **Oct 15**  
  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

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.

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.
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.

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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.

Please register at www.neiwpcc.org/portal/connect.asp

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Instructor: Jon Jewett, Compliance Assistance, Inc.
Cost: $190
Credits: 12 Training Contact Hours
Course #: etc1780

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 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.

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.
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: __________________________________________________________________________________
   Last ___________________________________________________________________________________________
   First _________________________________________________________________________________________
   Middle _______________________________________________________________________________________

3. Mailing Address: ____________________________________________
   Street _______________________________________________________________________________________
   City _________________________________________________________________________________________
   State, Zip ___________________________________________________________________________________

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 | Last Grade Completed | Did you Graduate | Date of Graduation | Location of School
   High School □ 9 □ 10 □ 11 □ 12
   GED

2. College or University (List Separately) | Dates Attended | In What Did You Major? | Credit or Degree Obtained | Date of Leaving or Graduating
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>
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<td>1.</td>
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<tr>
<td>2.</td>
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</tbody>
</table>
### 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)
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, CWPPA, 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.

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- Cancellations/Postponements. NEIWPCC reserves the right to postpone, reschedule or cancel any course as attendance dictates.
Preparing 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.

Please register at www.neiwpcc.org/portal/connect.asp

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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.

<table>
<thead>
<tr>
<th>Course Title</th>
<th>Course #</th>
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<tbody>
<tr>
<td>Advanced Activated</td>
<td>etc1785</td>
</tr>
<tr>
<td>Sludge &amp; BNR</td>
<td></td>
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<tr>
<td>Process Control</td>
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Instructor: Jack Crosby, Supt., West Haven WPCF
Cost: $135
Credits: 6 Training Contact Hours
Course #: etc1785

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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.

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- **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.

Fall 2019 Training Courses
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: __________________________________________________________________________________
   Last ____________________ First ____________________ Middle ____________________

3. Mailing Address: _______________________________________________________________________________
   Street ____________________ City ____________________ State, Zip ____________________

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.

<table>
<thead>
<tr>
<th>Schools Attended</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>
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</tr>
<tr>
<td>GED</td>
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</table>

2.

<table>
<thead>
<tr>
<th>College or University (List Separately)</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>
</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>
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</thead>
<tbody>
<tr>
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<tr>
<td>2.</td>
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</tbody>
</table>
### 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

<table>
<thead>
<tr>
<th>Yes</th>
<th>No</th>
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</tbody>
</table>

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)
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>
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<tr>
<td>October 3</td>
<td>Chemistry Basics for Operators</td>
<td>Ellsworth</td>
<td>*6</td>
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<tr>
<td>October 9</td>
<td>Pipe Locating for Water and Sewer Utilities</td>
<td>Presque Isle</td>
<td>*6</td>
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<tr>
<td>October 10</td>
<td>Pipe Locating for Water and Sewer Utilities</td>
<td>Hampden</td>
<td>*6</td>
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<tr>
<td>October 16</td>
<td>What Every Wastewater Operator Should Know: Regs, Processes, Pumps, and More</td>
<td>Bridgton</td>
<td>6</td>
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<tr>
<td>Oct 23 &amp; 24</td>
<td>Wastewater 101</td>
<td>Brunswick</td>
<td>12</td>
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<tr>
<td>October 31</td>
<td>Introduction to Microscopes</td>
<td>Waterville</td>
<td>*6</td>
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<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: a 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>
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<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.

*NEWA’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 NEIWPCC.
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.

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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: __________________________________________________________________________________
   Last Name __________________________________________ First Name ____________________________ Middle Name __________________________

3. Mailing Address: _______________________________________________________________________________
   Street ______________________________________________ City __________________________ State, Zip __________________________

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
   Last Grade Completed Did you Graduate? Date of Graduation Location of School
   High School ☐ 9 ☐ 10 ☐ 11 ☐ 12
   GED

2. College or University (List Separately) Dates Attended In What Did You Major? Credit or Degree Obtained Date of Leaving or Graduating

Fee Paid
Approved/Grade
OIT/Grade
Eligibility Date
Score
Certificate No.
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.

_________________________________________________________________________________________
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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 _____________________________________________

_________________________________________________________________________________________
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Are you in responsible charge? _________  If not, to whom do you report? _________________________

_________________________________________________________________________________________

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

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a. Largest Pipe Size (diameter in inches) ________

b. Average Total Flow M.G.D. ________
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Indicate type (flow, personal safety, telecommunications):
__________________________________________________________________________________
__________________________________________________________________________________

---

e. Flow Measurement in Collection System ________ ________

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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 ________ ________
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   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?  
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__________________________________________________________________________________

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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.

<table>
<thead>
<tr>
<th>Course Title</th>
<th>Course #</th>
</tr>
</thead>
<tbody>
<tr>
<td>Microbiology of Wastewater with Toni Glymph</td>
<td>etc1788</td>
</tr>
</tbody>
</table>

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

Fall 2019 Training Courses
Microbiology of Wastewater with Toni Glymph
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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.

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.
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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.

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

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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C O U R S E  N O T E S:

Instructors: Phillip Arnold & James Papadimitriou, Wright-Pierce
Cost: $135 (Non-Member)
       $120 (MWPCA Member)
Credits: 6 TCH
Course #: ETC1789

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 collection 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.

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

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.
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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.

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.

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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.

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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.

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.
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.

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.
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.
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

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.

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- Cancellations/Postponements. NEIWPCC reserves the right to postpone, reschedule or cancel any course as attendance dictates.
**Tools & Opportunities for Teachers & Wastewater Operators to Work Together for Water Education**  
(in conjunction with NHDES)

**Wednesday, November 20, 2019**  
NHDES Offices, Concord, NH  
8:30 a.m. – 4:00 p.m.  Sign-in begins at 8:00 a.m.

This hands-on workshop will connect you with grade 4-8 teachers and provide activities which champion water issues. Learn tools to get your message out to your community, improve plant tours, educate direct customers, and promote wastewater careers to the next generation. Teachers can tap your local water experts to bring high-quality water science and realistic water issues to your students.

To qualify for the $55 discounted fee, register with a teacher from your local school system. The teacher's fee will be free.

Please have the teacher complete registration as described on the attached Project WET registration form and provide the following information:
- Teacher’s Name: ____________________________
- Teacher’s Email: ____________________________

Need help finding a teacher? Contact Lara Hooper at 603-271-4071 or lara.hooper@des.nh.gov

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

**Fall 2019 Training Courses**

Tools & Opportunities for Teachers & Wastewater Operators to Work Together for Water Education

(In conjunction with NHDES)

- **Instructor:** Lara Hooper, NHDES
- **Cost:** $135/$55* when signed-up with teacher (lunch provided courtesy of NHDES)
- **Credits: Course #:** 7 Training Contact Hours etc1795

*The workbook “Project WET 2.0 Guide” is included in cost.

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**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.

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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.
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

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)

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.
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

Operators:
• Please complete registration as described on the attached NEIWPCC flyer or at https://neiwpcc.org/

Teacher registration fee:
• $50.00 if attending alone
• Free if attending with a local wastewater operator

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

Questions? Contact Lara Hooper at (603) 271-4071 or lara.hooper@des.nh.gov
Project WET www.projectwet.org
# 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.

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## Fall 2019 Training Courses

### Train-The-Trainer

#### (Sponsored by NYWEA)

**Instructor:** Jon Jewett, Compliance Assistance, Inc.  
**Cost:** $190  
**Credit:** $50 for NYWEA Members (lunch included)  
**Course #:** ETC1796

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**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.
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- **Cancellations/Postponements:** NEIWPCC reserves the right to postpone, reschedule or cancel any course as attendance dictates.

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**Course Title** | **Course #**  
--- | ---  
Train-The-Trainer | ETC1796  
**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**

- **Check No.**  
- **PO No.**  
- **or Credit Card**  
  (indicate Visa, MC or Discover)  
  **Credit Card #**  
  3-digit code  
  Expiration  
  (located on back of card)  
  **Name on Card**  
  **Signature Required**  

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.
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

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.

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or fax with a purchase order to (978) 323-7919. Registrations CANNOT be completed over the phone. Hard copies must be mailed or faxed.
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.

Please Note:
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or fax with a purchase order to (978) 323-7919. Registrations CANNOT be completed over the phone. Hard copies must be mailed or faxed.
Principles & Practices of Wastewater Treatment (Grades I & II)

Tuesdays and Wednesdays, October 15-November 26, 2019
South Kingstown Regional WWTF, Narragansett, RI
5:00 p.m. – 8:00 p.m. Sign-in begins at 4:30 p.m.

Anyone preparing for a state WWTP operator certification exam will benefit from this structured overview of the wastewater field. The 40 hour course is based on the well-known CSU Sacramento home-study course manuals for WWTP operations. While this course is intended for those seeking Grade 1 licensure, it is also open to those looking to take the II exam. The instructor will cover a wide range of topics including wastewater laws and regulations, preliminary treatment, sedimentation and flotation, secondary treatment processes, activated sludge, trickling filters, rotating biological contactors, waste treatment ponds, and disinfection.

Note:
Passing this course can be equivalent to passing the Grade 1 exam given Rhode Island Board of Certification of Operators of Wastewater Treatment Facilities. While this course can also assist in the preparation of other exams offered by the Board, a passing grade in this course can only be applied toward a Grade 1 application. Because the Board only offers licensure to approved applicants, passing this course is not necessarily a guarantee of securing the Rhode Island Grade 1 license.

<table>
<thead>
<tr>
<th>Course Title</th>
<th>Course #</th>
</tr>
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<tbody>
<tr>
<td>Principles &amp; Practices of Wastewater Treatment (Grades I &amp; II)</td>
<td>etc1799</td>
</tr>
</tbody>
</table>

Instructor: Eddie Davies, Supt., Quonset Development Corp.

Cost: $280 (course only)
$400 (course & books)

Credits: 40 Training Contact Hours

Click here to register online [WWW.NEIWPCC.ORG/PORTAL/CONNECT.ASP]
### 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.

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**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.

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**Fall 2019 Training Courses**

- **Microbiology of Wastewater with Toni Glymph**
  - **Instructor:** Toni Glymph, Sr. Env. Microbiologist & Consultant with Wastewater Microbiology Solutions
  - **Cost:** $135
  - **Credits:** 6 TCH
  - **Course #:** etc1800

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

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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 # ___________________________**

**3-digit code ___________________________ Expiration ___________________________ month/year**

**located on back of card**

**Name on Card _______________________________**

**Signature Required ___________________________ Date ___________________________**

**Mail form and payment to:**

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or fax with a purchase order to (978) 323-7919. Registrations CANNOT be completed over the phone. Hard copies must be mailed or faxed.
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.
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