Wastewater Management Made Easy!
Shape Up Your Program in 3 Practical Sessions

Fall 2007 Workshop Series

**Workshop #1**
Select a Management Approach & Build Your Database

*October 26, 2007*

**Workshop #2**
Create Consistent Forms, Reports & Procedures

*November 30, 2007*

**Workshop #3**
Send Notices, Track Progress and Generate Reports

*January 18, 2008*

New Location! The Town of Jamestown - Town Hall
Session 1 Recap

- Examples of Management Approaches
- Sample Ordinance Language
- Education and Outreach Materials
- Existing Data Sources
- Select Database Fields (Property Info Page)
- Populating your RIWIS Database with base info
- Brief Discussion about O&M enforcement & RIDEM’s role
What Has Happened Since Last Session?

- All comments were developed into a preset RIWIS property information page
- New document developed to simplify set-up of data fields
- Sample Ordinance Language for Tracking I&A Systems
- RIDEM has submitted State-wide database that included I&A type
- CD with sample letters and service provider correspondence & mail labels
What are we going to cover Today?

- Tips & Tricks for populating your database with I&A Information
- Steps for certifying service providers
  - Sample letters
  - Draft RIWIS Service Provider Application
- Integrating Reports with RIWIS
- Discussion on reports / Review of Manufacturer's O&M Reports
- Discussion on O&M Enforcement
Tips & Tricks for Populating Your Database w/ I&A Information
Data Sources Available

- RIDEM State-wide Database
- Recorded O&M Agreements from Town Clerk’s Office / Land Evidence
- Service Provider’s Records
Overview of RIDEM Data

- Application #
- Street #
- Street Name
- Plat & Lot (separate fields)
- Application Type
- Building Use
- System Type
- Perc Rate
- Total Design Flow
- Water Type
- Application Status
- Type of I&A System
# Overview of RIDEM Data

![Excel Spreadsheet of RIDEM Data](image)

The table above contains various columns such as Town, Street No, Street, LATITUDE, and others, providing a comprehensive overview of the RIDEM data. The data includes details about different streets, their coordinates, and various other attributes.
Tips & Tricks to Dealing w/ RIDEM Data

1. Sort Town by Type of I&A Technology
2. Remove Conventional Systems
3. Remove Eljen systems “INDRN-IA”
4. Add “Town Tracking #” Field
Tips & Tricks to Dealing w/ RIDEM Data

5. Manually assign Tracking # for each I&A System
6. Import Data into RIWIS based on Tracking #
7. Set up ‘Maintenance Contract’ tracking in RIWIS
8. Set Component to “UNKNOWN” & let service providers identify system type
Overview of Recorded O&M Agreement

- Plat / Lot
- System Type
- Service Provider
- Site Address
- Mailing Address
- Phone #
- Length of Contract
- RIDEM Permit #
- Maintenance schedule

Request copy of recorded O&M Agreements from Town Clerk
Overview of Maintenance Provider’s Data

- Plat / Lot
- Site Address & Mailing Address
- Current Owner Information
- System components (including UV and leachfield type) & Serial #
- # of visits per year required
- Start-up date
- Date of last visit?
- Comments / Problems / Canceled Contracts
In Summary

- You can work w/ RIDEM Data, but it is time consuming
- Basic O&M information is recorded w/ Town but often times it doesn’t make its way to the right department
- Service providers have most accurate information! DUH!
QUESTIONS?

How do we get records from Service Providers?

Why would they give us the info?

How will Towns use the information?
Building a Relationship w/ Maintenance Providers

- Increase consistency / Everyone is held to the same standards
- Town learns O&M Status + Can make management / land use decisions based on how systems are functioning
- Enforcement of canceled O&M Contracts
Certifying Service Providers

- Conventional
  - Notify all RI Registered Inspectors of Town Requirements
  - Request completed Service Provider Application

- Alternative
  - Notify all manufactures and O&M Providers
  - Request Completed Service Provider Application
November 29, 2007

Dear EDS Professional,

As you may be aware, the Town of Jamestown has recently adopted a wastewater management ordinance that requires regular inspection and maintenance of all onsite wastewater systems. This means the Town will begin sending inspection notices to property owners. Only a town-approved inspector who has successfully completed the onsite system inspection course offered at the University of Rhode Island may perform EDS inspections.

In order to perform inspections or maintenance on alternative treatment systems, an inspector must successfully complete the alternative operation and maintenance course offered at the University of Rhode Island or a similar program approved by the Town of Jamestown.

End of Area will find an application to become a Jamestown-approved EDS inspector. (Commercial and alternative). Please note that inspectors must carry a minimum of $100,000 liability insurance. You must submit evidence of insurance in order to have your application considered.

As an effort to provide an efficient means to report EDS inspections, the Town of Jamestown requires that inspectors submit their reports electronically through the Rhode Island Wastewater Information System (RIWIS), org). Such inspectors approved by the Town will be equipped with RIWIS and be expected to input the inspection results on a monthly basis. A summary of the RIWIS system is available. A training session will be scheduled within the next two months. If you should have any questions or concerns regarding the software please feel free to contact our office.

Sincerely,

Justin John
Onsite Wastewater Specialist
The Town of Jamestown
44 Southwest Ave
Jamestown, RI 02835
Office: 401-423-7220
Fax: 401-423-7229
jjohn@jamestownri.net

The Town of Jamestown
Office of Wastewater Management

July 6, 2007

Dear EDS Maintenance Professional,

As of September 1, 2007, the Town of Jamestown will require all EDS service providers to submit their CRQ Reports to the Town electronically through the Rhode Island Wastewater Information System, or RIWIS (www.ronis.org).

BECOMING A JAMESTOWN APPROVED SERVICE PROVIDER

The Town of Jamestown requires that all service providers be approved by the Town. If you wish to be listed as a Town of Jamestown approved service provider, we will need you to submit the following to the office no later than August 1, 2007:

- Completed Service Provider Application for all employees who maintain systems in Jamestown
- Proof of $100,000.00 liability insurance (minimum)
- List of all the systems your company currently maintains in Jamestown (This is optional but it would help us ensure that our records are as accurate as possible before the September 1st deadline).
- Copy of your manufacturer approved CRQ report for the Town's records

ABOUT RIWIS

RIWIS is a state-wide web-based database that many communities are using to track inspection and maintenance of onsite systems. RIWIS is free for service providers, maintained by Carney™, paid for by industry sponsors, and supported by the University of Rhode Island and RI Department of Environmental Management. There will be a RIWIS training workshop on July 26, 2007 at The University of Rhode Island. The Town recommends that all Jamestown service providers attend this workshop. 4 CEU credits are being offered for attending.

If you have any questions about this notice or need additional information please contact us at (401) 423-7220. For additional information about RIWIS, please visit www.ronis.org. For more information about the July 26th workshop, please visit www.uri.edu/ces/case/RIWIS, or complete the online registration form.

Sincerely,

Justin John
Onsite Wastewater Specialist
The Town of Jamestown
44 Southwest Ave
Jamestown, RI 02835
Office: 401-423-7220
Fax: 401-423-7229
jjohn@jamestownri.net

Environmental Scientist
www.jamestownri.net/ebusiness
<table>
<thead>
<tr>
<th>O&amp;M Providers</th>
</tr>
</thead>
</table>

**Rhode Island O&M Service Provider & Manufacturer Contact List**

**Draft November 2007**

<table>
<thead>
<tr>
<th>Company Name</th>
<th>Contact Information</th>
</tr>
</thead>
</table>
| Atlantic Solutions | Robert Johnson  
2417 East Main Rd  
Portsmouth, RI 02871  
(401) 293-0176 (p)  
(401) 293-0178 (f)  
bjohnson@septicsystem.com |
| Advanced Wastewater Technology | Tim Stasiunas Companies  
P.O. Box 177  
Charlestown, RI 02813  
(401) 364-0300 (p)  
stasiunas@verizon.net |
| Wastewater Technologies, Inc | Richard Pesza  
80 Kilvert Street  
Warwick, RI 02886  
(401) 737-7810  
rpesza@wastewatertechnologies.com |
| AWT Environmental, Inc. | Craig Lindell  
241 Duchess Blvd  
New Bedford, MA 02745  
(508) 998-7577 |
| Biocybe, Inc. | 61 Pilсудski St  
P.O. Box 29496  
Providence, RI 02909  
(401) 944-4000 |
| Wastewater Treatment Services | 534 New State Highway  
Raynham, MA 02767  
(508) 823-9566 |
| Seigmund Environmental, Inc. | 49 Pavilion Ave  
Providence, RI 02905  
(401) 785-0130 |
| SepticTech Inc | 220 Leowston Rd  
Gray, Maine 04039  
(207) 657-5252 |
| Bordna Mona, Inc | P.O. Box 77457  
Greenboro, NC 27417  
1-800-PURAFLO |
| F.R. Mahoney & Associates, Inc. | Keith Dobey  
273 Weymouth St  
Rockland, MA 02370  
(781) 982-9300 Ext 37  
(781) 982-1056 (fax) |
| Frisella Engineering | 23 Arnold Street  
Wakefield, RI 02879  
(401) 783-5949 |
| Knight Treatment Systems, Inc | 281 County Route 51 A  
Oswego, NY 13126  
1-800-560-2454 (p)  
1-315-343-6114 (f) |
| Septic Preservation Services | Robert Silva  
38 Harold Sweet Drive  
Attleboro, MA 02703  
(508) 222-2203 |
| David Fernandes | 25 East Dicn Ave  
Tiverton RI 02878 |
Certifying Service Providers
Service Provider’s Application

- Ordinance Requirements?
  - Insurance w/ Town listed as additional insured
  - INSP 100 (Conventional Inspectors)
  - INSP 200 & Manufacturer Certification for I&A Service Providers

- Additional Town Requirements
  - Professional Conduct Statement
  - Notify Town Before Service Events
  - Electronic Reporting Requirements
Complaints about the Service Provider’s Application

- Too many pages
- Have to fill out app for all employees
- Why do I have to fill out same application for every Town?
- Separate Application for RIWIS username and password
Rhode Island Wastewater Information System Recommended
ISDS SERVICE PROVIDER APPLICATION
DRAFT NOVEMBER 30th 2007

PART A. TOWN YOU ARE APPLYING TO: (check all that apply)
☐ Block Island ☐ Charlestown ☐ Foster ☐ Glocester ☐ Hopkinton ☐ Jamestown ☐ Johnston
☐ Little Compton ☐ North Kingstown ☐ Portsmouth ☐ Scituate ☐ Tiverton ☐ Other: ________

PART B. TYPE OF APPLICATION
☐ Conventional ISDS Inspector ☐ New application ☐ Renewal application
This allows service providers to complete First Maintenance Inspections and Routine Maintenance Inspections as required by the Town of Jamestown.

☐ Alternative EDS Inspector/Maintenance Provider ☐ New application ☐ Renewal application
This allows service providers to complete operation and maintenance services on alternative and innovative technologies.

PART C. COMPANY INFORMATION

COMPANY NAME:________________________________________________________

ADDRESS:___________________________________________________________

_______________________________________________________________

PHONE:_________________ FAX:________________________

E-MAIL ADDRESS:____________________________________________________
### Approved OWTS Inspectors

<table>
<thead>
<tr>
<th>Company</th>
<th>Name</th>
<th>Location</th>
<th>Phone #</th>
</tr>
</thead>
<tbody>
<tr>
<td>Advanced Wastewater Technology</td>
<td>Timothy Stasiunas</td>
<td>Wakefield</td>
<td>401-783-9332</td>
</tr>
<tr>
<td>Advanced Wastewater Technology</td>
<td>William Clarke</td>
<td>Wakefield</td>
<td>401-783-9332</td>
</tr>
<tr>
<td>Atlantic Solutions, LTD</td>
<td>Bob Johnson</td>
<td>Portsmouth</td>
<td>401-293-0176</td>
</tr>
<tr>
<td>Atlantic Solutions, LTD</td>
<td>Matt Kent</td>
<td>Portsmouth</td>
<td>401-293-0176</td>
</tr>
<tr>
<td>Briggs Septic Pumping and Excavating Inc.</td>
<td>James Briggs Jr</td>
<td>Saunderstown</td>
<td>401-783-8104</td>
</tr>
<tr>
<td>Briggs Septic Pumping and Excavating Inc.</td>
<td>James Briggs III</td>
<td>Saunderstown</td>
<td>401-783-8104</td>
</tr>
<tr>
<td>Briggs Septic Pumping and Excavating Inc.</td>
<td>Adam Briggs</td>
<td>Saunderstown</td>
<td>401-783-8104</td>
</tr>
<tr>
<td>Diffley &amp; Daughters Septic Service Inc.</td>
<td>Patrick Diffley</td>
<td>East Greenwich</td>
<td>401-739-1212</td>
</tr>
<tr>
<td>J. King Construction</td>
<td>Jonathan King</td>
<td>North Kingstown</td>
<td>401-413-1766</td>
</tr>
<tr>
<td>Frissella Engineering</td>
<td>Daniel Donovan</td>
<td>Wakefield</td>
<td>401-783-5949</td>
</tr>
<tr>
<td>Frissella Engineering</td>
<td>Joseph Frissela</td>
<td>Wakefield</td>
<td>401-783-5949</td>
</tr>
<tr>
<td>Georges Sewage Service</td>
<td>Doug Drake</td>
<td>Kingston</td>
<td>401-783-8307</td>
</tr>
<tr>
<td>Lincoln Environmental, Inc.</td>
<td>Gary Ewoski</td>
<td>Smithfield</td>
<td>401-232-3353</td>
</tr>
<tr>
<td>L.A. Patterson Inc.</td>
<td>Daniel Patterson</td>
<td>N. Kingstown</td>
<td>401-296-5121</td>
</tr>
<tr>
<td>Paul Mumford and Son, Inc.</td>
<td>Paul Mumford Jr</td>
<td>Saunderstown</td>
<td>401-298-8856</td>
</tr>
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<td>Paul Mumford and Son, Inc.</td>
<td>Herbert Myers</td>
<td>Saunderstown</td>
<td>401-298-8856</td>
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<td>Paul Mumford and Son, Inc.</td>
<td>James Smith</td>
<td>Saunderstown</td>
<td>401-298-8856</td>
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<tr>
<td>Rhode Island Cesspool Cleaners Inc.</td>
<td>John Stiney</td>
<td>West Greenwich</td>
<td>401-397-3167</td>
</tr>
<tr>
<td>Ronnie’s Professional Services</td>
<td>Ronald Shadeck</td>
<td>Exeter</td>
<td>401-294-9987</td>
</tr>
<tr>
<td>Superior Septic Service</td>
<td>Darlene Gardner</td>
<td>South Kingstown</td>
<td>401-789-6950</td>
</tr>
<tr>
<td>Waste Away Septic Service</td>
<td>Richard Seymour</td>
<td>Exeter</td>
<td>401-296-7444</td>
</tr>
<tr>
<td>Wind River Environmental</td>
<td>John Notturnianni</td>
<td>Hudson, MA</td>
<td>978-562-4600</td>
</tr>
<tr>
<td>Wilbert Fritz, Self Employed</td>
<td>Wilbert Fritz</td>
<td>N. Kingstown</td>
<td>401-885-4114</td>
</tr>
</tbody>
</table>

### Maintenance Providers on Alternative Systems

Note: If you have an advanced treatment system, you need an annual contract with one of the companies listed below.

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</tr>
<tr>
<td>Frissella Engineering</td>
<td>Joseph Frissela</td>
<td>401-783-5949</td>
</tr>
<tr>
<td>Wastewater Technologies, Inc</td>
<td>Rick Fezza</td>
<td>401-737-7810</td>
</tr>
<tr>
<td>Wastewater Treatment Services, Inc</td>
<td>Jim Dunlap</td>
<td>508-880-0233 (FAST Systems only)</td>
</tr>
</tbody>
</table>
QUESTIONS ON CERTIFYING SERVICE PROVIDERS?