

# REGISTRATION FORM

Please complete a separate form for each registrant and fax registration to 781-380-4842.

Mail a hard copy along with your payment to:  
**NEAHMA, 400 Washington Street,  
Suite 210, Braintree, MA 02184**

**Registration Deadline: September 22, 2008**

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Property Name: \_\_\_\_\_

Address: \_\_\_\_\_

Management Co. \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Email: \_\_\_\_\_

**Please make checks payable to: NEAHMA**

AHMA Members:	\$239	
Non Members:	\$289	

There is a \$50 administrative fee for cancellation 15 working days prior to the course. After this date, fees are nonrefundable.

A substitute may be sent in the place of the registrant. Class space is limited; therefore your registration must be accompanied by full payment in order to confirm your space for this course.

*This organization complies with Title III of the Americans With Disabilities Act (ADA). The site is accessible for individuals with disabilities and if a registrant requires special accommodations, please contact the NEAHMA office at least ten days prior to the date of the course.*

# COURSE LOCATION

**Directions to:**

**Willow Arms**

446 Main Street

East Hartford, CT

**860-568-1000**

**From New Haven Area**-Take 91N to RT 3 Glastonbury. Take RT 2 East to Exit 5 to Main Street. Willow Arms is about 1 mile on right.

**Springfield Area**—Take 91S and merge onto I-84 East, Exit 30 (left exit). Merge onto CT-2 via Exit 55. Take the Riverside Dr. Exit 5 toward Willow Street. Turn slight left onto Willow St. Exit. Turn left onto Main Street.

**Waterbury Area**-Take I-84-East and merge onto CT-2 via Exit 55 (follow the directions from Springfield Area).

**From Manchester Area**- Take 84 W to Exit 57 (left exit). Take Exit 90 at end of ramp. Take right onto E. River Dr. and turn right onto Main Street.

Driveway is just before C-Town Food Store. (Coco- Cola is directly across the street).

Please park in the visitor parking area located in the far left corner of property or along the driveway.

## QUESTIONS

**Call NEAHMA Office at:**

**(781) 380-4344**

**Or [denise.sacchetti@neahma.org](mailto:denise.sacchetti@neahma.org)**

NEAHMA  
400 Washington Street, Suite 210  
Braintree, MA 02184

**Save the Date!**  
**October 23, 2008**  
**NEAHMA Annual**  
**Conference & Trade Show**



New England Affordable  
Housing Management Association

**East Hartford, CT**

**EPA Pre-Renovation Lead  
Information Rule  
Certification Workshop  
September 25, 2008**

**Willow Arms**

446 Main Street

East Hartford, CT

**860-568-1000**

This curriculum was developed by HUD and the EPA specifically for maintenance and administrative staff and contractors that may conduct routine maintenance and repairs on surfaces the contain lead-based paint.

HUD requires this training for all pre-1978 properties that receive any Federal assistance or funding. This training will become mandatory for all contractors beginning 2010.

## Course Overview

### Who should attend this workshop?

This training is required for staff and outside contractors that conduct work on properties that receive federal funds. It will be mandated for all contractors in all properties beginning in 2010. The certificate from this class will allow you to be “grandfathered in “ for 2010.

### This Course...

- \* Meets HUD Requirements
- \* Demonstrates your commitment to safety

The course includes activities and exercises to help you identify methods of reducing the amount of dust you create, and containing and cleaning up the dust you created.

There will be a 25 question multiple choice exam at the end of the workshop that you must pass in order to receive a certificate.

The exam is also available in Spanish.

**Earn 6  
Continuing  
Education  
Credits**



## NEAHMA

The New England Affordable Housing Management Association (NEAHMA) was founded in 1989 to facilitate communications between management agents and the local and regional HUD and state Housing Finance Agencies. At monthly membership meetings, agency representatives and NEAHMA members work together to find solutions to current affordable housing issues.

NEAHMA's membership consists of property management companies representing over 50,000 units of affordable housing in Massachusetts, Connecticut, Rhode Island, Maine, New Hampshire and Vermont. NEAHMA is a member of the National Affordable Housing Management Association (NAHMA).

### NAHMP™ Designation

The National Affordable Housing Management Association (NAHMA) national Affordable Housing Maintenance Professional (NAHMP™) credential was conceived and designed to recognize those affordable housing maintenance professionals, who, through their completion of strict NAHMP™ requirements, have met the highest possible industry standards. The successful NAHMP™ has demonstrated comprehensive apartment maintenance skills along with a proven knowledge of fair housing regulations. Most importantly, NAHMP™s, through their commitment to the NAHMP™ Code of Ethics, are dedicated to providing safe and decent housing to all eligible residents.

**.Education:** The education component consists of successful completion of course work in at least four different maintenance-specific topics, as well as fair housing. (Maintenance topics can include but are not limited to electrical, plumbing, HVAC, Appliances, construction, etc.)

For more information on the NAHMP™ designation, please call the NEAHMA office at (781) 380-4344.

## COURSE AGENDA

### Registration

**8:30 am- 9:00 am**

*Continental breakfast provided*

**9:00 am- 12:00 pm**

### Module 1

Why should I be concerned about lead dust?

### Module 2

Set-up your work space to contain lead dust

### Module 3

Safe work practices

**12:00 pm - 12:30 pm**

**LUNCH (provided)**

**12:30 pm - 4:00 pm**

### Module 4

Clean-up and check your work

### Module 5

Planning the job

**Course Manual Included**

**On-Line Registration Available at:  
[www.neahma.org](http://www.neahma.org)**

## INSTRUCTOR

### Scott Balfour ~ Bio

Mr. Balfour is the President of Lead Test Inc., a full-service inspection and consulting firm. His clients have included the U.S. Navy and Army, the F.D.I.C., universities and numerous housing authorities and rehab programs from around the county.

He is an adjunct faculty member and principal instructor of Inspector and Contractor Training with the Workplace Health and Safety Program at Cornell University. Mr. Balfour was the first Licensed De-leading Contractor in Western Massachusetts and was one of the first lead inspectors in Massachusetts to earn the title of Master Lead Inspector. He has been active in the lead inspection and abatement field for over twenty five years and has been a trainer/consultant for the last twenty.

Mr. Balfour has trained over 6000 students and has participated in lead training programs with Health Departments and rehab programs throughout the country. He has been a guest instructor for the White Lung Association and various labor organizations and is a regular trainer with Georgia Tech and ICF. He has also trained with the Institute for Environmental Education, the University of Massachusetts, RMD, and the Midwest Training Center at the University of Chicago.

Mr. Balfour is an OSHA outreach trainer and teaches the OSHA 10 hour and 30 hour classes for the construction trades.

