

MAY 19 2016

Municipality/Organization: TOWN OF KINGSTON, NH

EPA NPDES Permit Number: NR 041014

MassDEP Transmittal Number: W-

Annual Report Number
& Reporting Period:

Year 13
April 1, 2015 – March 31, 2016

**NPDES PII Small MS4 General Permit
Annual Report
(Due: May 1, 2016)**

Part I. General Information

Contact Person: Richard St. Hilaire

Title: Road Agent

Telephone #: (603) 642-8042

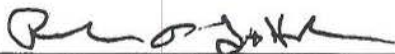
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Mailing Address: PO Box 716, Kingston, NH 03848

Certification:

I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.

Signature:



Printed Name: Richard D. St. Hilaire

Title: Road Agent, Kingston, NH

Date: May 6, 2016

Part II. Self-Assessment

The Town continues to implement its Stormwater Management Ordinance (Title III, Article 908 of the town's Ordinances, Rules and Regulations), with a comprehensive inspection, surveillance, monitoring and enforcement process overseen by the Town Engineer and Road Agent. Additionally, our Conservation Commission has been increasingly active in creating rain gardens, conducting educational programs at the local schools, monitoring use of town forests areas, and keeping a close eye on timbering operations and on projects occurring near wetland areas. Our Building Inspector administers and closely monitors our Shoreland Protection Ordinances and works with the Planning Board to determine what uses are allowed close to the town's jurisdictional waterways. The town has two local Advisory Committees that test lake waters, oversee DES invasive species treatments, and sponsor and Lake Host program to protect against the introduction of invasives. Nearly 25% of the town's total land area has been conserved for recreational uses only and will never be developed. The town has enlisted the assistance of its residents by establishing a Stormwater violations reporting system, and special requests for vigilance in what chemicals and contaminants are introduced into the soils and Stormwater system are published. The town's Aquifer Protection Ordinance has set standards for the allowable area of impermeable surface per lot, and the Planning Board is diligent in ensuring that vehicle repair and sales facilities protect against fluids and contaminants entering the ground. The town's buildings and grounds maintenance employees follow an organic-based regimen for the town's field, park and public areas, and encourage residents to reduce use of pesticides and fertilizers containing nitrates.

Local officials are encouraged by the level of participation in stormwater management embraced by town employees and residents and by the interest in the issue shown by students of the local school district. Projects involving cleanup of public properties, planting of wildflowers, investigation of management practices, etc. all are typically successful and well attended.

It's our belief that the programs instituted to date have not only increased awareness but are contributing to concrete reduction in contamination of stormwater outflows.

Part III. Summary of Minimum Control Measures

1. Public Education and Outreach

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 13 (Reliance on non-municipal partners indicated, if any)	Planned Activities
1 PE Revised	Targeting Public-Video	Cable Committee	85% of viewers		Continued televised notices relating to Stormwater protection and reporting
2 PE Revised	Education Flyers	Highway and Cons Com	No. of Flyers distributed annually	300 +	It's expected that students will both be publishing flyers and will be distributing them, based on a very active educational program overseen by the Conservation Commission
3PE Revised	Educational Programs	Conservation Commission	Number of Active Participants	150-200	Local Scouts and regional students will participate in a herbarium project, in forest area clean-ups, in planting of gardens, etc.
4 PE Revised	Flyer Program – Waste Oil Collections and HHW Collections	Solid Waste Task Force	Number of Flyers Distributed	100-150	Flyers will continue to be distributed to new visitors to the town's waste oil collections and Household Hazardous Waste Collections.
5 PE Revised	Website Entries	Highway Dept.	Notices Posted	Information Notices, Ordinances and a notice about the Selectmen's reporting "hot line" all are posted on the town's website.	Educational flyers relating to ground and storm water contamination are posted as they become available.
Revised					

1a. Additions

2. Public Involvement and Participation

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 13 (Reliance on non-municipal partners indicated, if any)	Planned Activities
1 PP Revised	Coordinate with State Highway Dept.	Hiway Dept.	Meeting / Discussions w/ DOT Reps.	Regular discussions and coordination of road treatment details are undertaken.	Continuation of open lines of communication is a department goal.
2 PP Revised	Coordinate with Adjacent Towns	Hiway Dept.	Discussions with area Road Agents & Public Works Directors	Regular discussions and information sharing with area Highway personnel are held and encouraged. The state's Public Works network is a useful tool to share and gather information.	Continued use of mutual opportunities for communications will be encouraged.
3PP Revised	Adopt-an Area Program	Highway / Cons Com	Number of areas improved	The Conservation Commission, schools, civic groups and service clubs all are active in undertaking clean-up and beautification projects.	Continued encouragement of and assistance to groups that wish to undertake clean up or improvement projects.
4 PP Revised	Community Hotline	Selectmen's Office	Number of calls received	The town received no calls in 2015-16	The hot line will remain available for the reporting of hazards and potential illegal activities relating to groundwater and storm water
5 PP Revised	Waste Oil Disposal	Highway Dept.	Volume Collected	A monthly collection of used motor oils – which fuel the heating system of the “old” highway garage is held on the first Saturday of each month.	Continuing waste oil collections.
Revised					

2a. Additions

3. Illicit Discharge Detection and Elimination

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 13 (Reliance on non-municipal partners indicated, if any)	Planned Activities
1 ID	Update of MS4 Outfall sites	Highway Dept.	Number of Outfalls confirmed	NH DOT, UNH Granit and Rockingham Planning Commission have mapped each culvert and catch basin	N/A
Revised					
2 ID	Identification of illicit connections	Highway Dept.	Inspections per year / Connections repaired	Personnel in Highway, Health and Building Inspections Departments are aware of the need to report illicit connections whenever found.	Continuing inspection and monitoring program.
Revised					
3 ID	Failing Septic Systems	Health Dept.	Approved septic systems on all lots	Each reportedly failed system is addressed and each increase to living area per property is required to have an updated design plan on file.	Continuing review and inspection program.
Revised					
4 ID	Illegal Dumping	Highway and Cons Com	Clean up of sites reported	A roadside clean up program as well as community based forest area clean-ups are held annually	Continued monitoring and response to reports of illicit dumping.
Revised					
Revised					
Revised					

3a. Additions

4. Construction Site Stormwater Runoff Control

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 13 (Reliance on non-municipal partners indicated, if any)	Planned Activities
1 CS	Sediment Control	Planning / Engineering	Pre- and Post-Construction Plans	Plans for each project continue to be reviewed and post construction inspections continue to be conducted. Drainage issues that arise are addressed immediately	Continuing review and monitoring
Revised					
2 CS	Erosion Control	Planning / Engineering	Pre- and Post-Construction Plans	Plans for each project continue to be reviewed and post construction inspections continue to be conducted. Drainage issues that arise are addressed immediately	Continuing review and monitoring
Revised					
3 CS	SWPP	Planning / Engineering	Pre- and Post-Construction Plans and HISS Mapping	Development Plans are contingent for approval upon a suitability of soils to accept the lot loading and uses proposed.	Continuing review
Revised					
Revised					
Revised					
Revised					

4a. Additions

5. Post-Construction Stormwater Management in New Development and Redevelopment

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 13 (Reliance on non-municipal partners indicated, if any)	Planned Activities
1 PC	Buffer Zone	Conservation / Engineering	Reviews / Inspections	Development plans, building and development inspections, monitoring of mandated buffer zones	Continuation of Reviews and Inspections
Revised					
2 PC	Inspection Program	Planning / Building	Full Compliance with Plans Proposed	Each building permit application is reviewed in light of approved development and/or site plans for compliance, proximity to wetlands and water bodies.	Continuance of a comprehensive inspection program in conjunction with planning and engineering approvals.
Revised					
3 PC	Planning Ordinance	Planning	Annual Review and Evaluation	Protective Ordinances based on advice from the local Regional Planning Commission, the state and the EPA all are reviewed on an annual basis.	Continued monitoring of state and federal mandates for the protection of groundwater and runoff.
Revised					
4 PC	Catch Basins	Highway	Inventory and Upkeep	Each catch basin is inspected twice a year (or following large rain events). Excess sediments are removed.	Continuing inspection and maintenance.
Revised					
Revised					
Revised					

5a. Additions

6. Pollution Prevention and Good Housekeeping in Municipal Operations

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 13 (Reliance on non-municipal partners indicated, if any)	Planned Activities
1 MG	Trained Lawncare and Pesticide Specialist	Highway	1 Certified Person / 1 Annual Seminar	An organic lawn care for the common areas and sports fields is in place.	Continuation of organic land care and instruction to permit applicants concerning sustainable, organic landscaping options.
Revised					
2 MG	Illegal Dumping	Police / Highway	Number of sites identified and cleaned	Signs posted against illicit dumping; clean up of roadsides,	Continued monitoring and clean up as well as educational presentations to students about littering/dumping.
Revised					
3 MG	Spill Control	Fire / Health	One heating oil spill was identified and cleaned up this year.	The town works closely with the State of New Hampshire DES in this area.	Continuing training for spill control and education of residents to the hazards of spills.
Revised					
4 MG	Road Salt Reduction	Highway	McCl additive volume per year / salt volume per year	1100 tons of salt / no additives were used.	Continuation of program to maintain road safety with minimum storm water contamination.
Revised					
	Pet waste	Health Dept.	Ordinance Compliance	State BMP's for large animal care are encouraged; a dog ordinance and dog park, as well as multiple signs, are in place for dog owners.	Continuing educational and informational efforts, policing and enforcement.
Revised					
	Used Oil Recycling	Highway Dept.	Volume Collected	2,000 gallons of waste oil are collected annually at the towns' monthly waste oil collections.	Continuation of the monthly collections as well as the twice yearly Household Hazardous Waste collections
Revised					

6a. Additions

7. BMPs for Meeting Total Maximum Daily Load (TMDL) Waste Load Allocations (WLA) <<if applicable>>

BMP ID #	BMP Description	Responsible Dept./Person Name	Measurable Goal(s)	Progress on Goal(s) – Permit Year 8 (Reliance on non-municipal partners indicated, if any)	Planned Activities
Revised					
Revised					
Revised					
Revised					
Revised					
Revised					
Revised					

7a. Additions

7b. WLA Assessment

Part IV. Summary of Information Collected and Analyzed

Part V. Program Outputs & Accomplishments (OPTIONAL)

(Since beginning of permit coverage unless specified otherwise by a **, which indicates response is for period covering April 1, 2010 through March 31, 2011)

Programmatic

	(Preferred Units)	Response
Stormwater management position created/staffed	(y/n)	
Annual program budget/expenditures **	(\$)	
Total program expenditures since beginning of permit coverage	(\$)	
Funding mechanism(s) (General Fund, Enterprise, Utility, etc)		

Education, Involvement, and Training

Estimated number of property owners reached by education program(s)	(# or %)	
Stormwater management committee established	(y/n)	
Stream teams established or supported	(# or y/n)	
Shoreline clean-up participation or quantity of shoreline miles cleaned **	(y/n or mi.)	
Shoreline cleaned since beginning of permit coverage	(mi.)	
Household Hazardous Waste Collection Days		
▪ days sponsored **	(#)	
▪ community participation **	(# or %)	
▪ material collected **	(tons or gal)	
School curricula implemented	(y/n)	

Legal/Regulatory

	In Place Prior to Phase II	Reviewing Existing Authorities	Drafted	Draft in Review	Adopted
Regulatory Mechanism Status (indicate with "X")					
▪ Illicit Discharge Detection & Elimination					
▪ Erosion & Sediment Control					
▪ Post-Development Stormwater Management					
Accompanying Regulation Status (indicate with "X")					
▪ Illicit Discharge Detection & Elimination					
▪ Erosion & Sediment Control					
▪ Post-Development Stormwater Management					

Mapping and Illicit Discharges

	(Preferred Units)	Response
Outfall mapping complete	(%)	
Estimated or actual number of outfalls	(#)	
System-Wide mapping complete (complete storm sewer infrastructure)	(%)	
Mapping method(s)		
▪ Paper/Mylar	(%)	
▪ CADD	(%)	
▪ GIS	(%)	
Outfalls inspected/screened **	(# or %)	
Outfalls inspected/screened (Since beginning of permit coverage)	(# or %)	
Illicit discharges identified **	(#)	
Illicit discharges identified (Since beginning of permit coverage)	(#)	
Illicit connections removed **	(#); and (est. gpd)	
Illicit connections removed (Since beginning of permit coverage)	(#); and (est. gpd)	
% of population on sewer	(%)	
% of population on septic systems	(%)	

Construction

	(Preferred Units)	Response
Number of construction starts (>1-acre) **	(#)	
Estimated percentage of construction starts adequately regulated for erosion and sediment control **	(%)	
Site inspections completed **	(# or %)	
Tickets/Stop work orders issued **	(# or %)	
Fines collected **	(# and \$)	
Complaints/concerns received from public **	(#)	

Post-Development Stormwater Management

Estimated percentage of development/redevelopment projects adequately regulated for post-construction stormwater control	(%)	
Site inspections (for proper BMP installation & operation) completed **	(# or %)	
BMP maintenance required through covenants, escrow, deed restrictions, etc.	(y/n)	
Low-impact development (LID) practices permitted and encouraged	(y/n)	

Operations and Maintenance

Average frequency of catch basin cleaning (non-commercial/non-arterial streets) **	(times/yr)	
Average frequency of catch basin cleaning (commercial/arterial or other critical streets) **	(times/yr)	
Qty of structures cleaned **	(#)	
Qty. of storm drain cleaned **	(%, LF or mi.)	
Qty. of screenings/debris removed from storm sewer infrastructure **	(lbs. or tons)	
Disposal or use of screenings (landfill, POTW, compost, beneficial use, etc.) **	(location)	

Basin Cleaning Costs		
• Annual budget/expenditure (labor & equipment)**	(\$)	
• Hourly or per basin contract rate **	(\$/hr or \$ per basin)	
• Disposal cost**	(\$)	
Cleaning Equipment		
• Clam shell truck(s) owned/leased	(#)	
• Vacuum truck(s) owned/leased	(#)	
• Vacuum trucks specified in contracts	(y/n)	
• % Structures cleaned with clam shells **	(%)	
• % Structures cleaned with vector **	(%)	

	(Preferred Units)	Response
Average frequency of street sweeping (non-commercial/non-arterial streets) **	(times/yr)	
Average frequency of street sweeping (commercial/arterial or other critical streets) **	(times/yr)	
Qty. of sand/debris collected by sweeping **	(lbs. or tons)	
Disposal of sweepings (landfill, POTW, compost, beneficial use, etc.) **	(location)	
Annual Sweeping Costs		
• Annual budget/expenditure (labor & equipment)**	(\$)	
• Hourly or lane mile contract rate **	(\$/hr. or ln mi.)	
• Disposal cost**	(\$)	
Sweeping Equipment		
• Rotary brush street sweepers owned/leased	(#)	
• Vacuum street sweepers owned/leased	(#)	
• Vacuum street sweepers specified in contracts	(y/n)	
• % Roads swept with rotary brush sweepers **	%	
• % Roads swept with vacuum sweepers **	%	

Reduction (since beginning of permit coverage) in application on public land of: ("N/A" = never used; "100%" = elimination)		
▪ Fertilizers	(lbs. or %)	

▪ Herbicides	(lbs. or %)	
▪ Pesticides	(lbs. or %)	
Integrated Pest Management (IPM) Practices Implemented	(y/n)	

	(Preferred Units)	Response
Average Ratio of Anti-/De-Icing products used ** (also identify chemicals and ratios used in specific areas, e.g., water supply protection areas)	% NaCl % CaCl ₂ % MgCl ₂ % CMA % Kac % KCl % Sand	
Pre-wetting techniques utilized **	(y/n or %)	
Manual control spreaders used **	(y/n or %)	
Zero-velocity spreaders used **	(y/n or %)	
Estimated net reduction or increase in typical year salt/chemical application rate	(±lbs/ln mi. or %)	
Estimated net reduction or increase in typical year sand application rate **	(±lbs/ln mi. or %)	
% of salt/chemical pile(s) covered in storage shed(s)	(%)	
Storage shed(s) in design or under construction	(y/n or #)	
100% of salt/chemical pile(s) covered in storage shed(s) by May 2008	(y/n)	

Water Supply Protection

Storm water outfalls to public water supplies eliminated or relocated	# or y/n	
Installed or planned treatment BMPs for public drinking water supplies and their protection areas	# or y/n	
Treatment units induce infiltration within 500-feet of a wellhead protection area	# or y/n	