

Year 4 Annual Report
New Hampshire Small MS4 General Permit
Reporting Period: July 1, 2021 - June 30, 2022
Town of Kingston

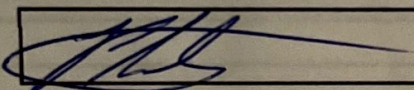
EPA NPDES Permit Number NHR041014

Certification of Small MS4 Year 4 Annual Report

"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 gathered and evaluated 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."

Printed Name

Title

Signature 

Date

Primary MS4 Program Manager Contact Information:

Name: Lisa Perreault Title/Position: Administrative Assistant

Department: Highway Department

Street Address: 12 Main Street

City: Kingston State: New Hampshire Zip Code: 03848

Email: highwayadmin@kingstonnh.org Phone Number: (603) 642-8042

Catchment Investigation Data: Will begin in Year 5

Wastewater Discharge Removal Report: Not Applicable

Salt Reduction Plan: Not Applicable

Small MS4 Authorization

The following annual report, which serves as a self-assessment, is intended to document the activities undertaken over the **reporting period from July 1, 2021 through June 30, 2022** in accordance with the Permit.

The Notice of Intent (NOI) can be found at the following (document name or web address):

<https://www.epa.gov/npdes-permits/regulated-ms4-new-hampshire-communities>

Compliance activities have been identified and described in the Town of Kingston’s Stormwater Management Plan (SWMP) and Illicit Discharge Detection and Elimination Plan (IDDE). Those documents and other pertinent Year 4 information can be found in submission or at the following websites, and will be referred to throughout this report:

SWMP: <https://www.kingstonnh.org/kingston-stormwater-management-ms-4>

Date SWMP was Last Updated: June 2022

IDDE Program Plan: <https://www.kingstonnh.org/kingston-stormwater-management-ms-4>

SSO Inventory: Not Applicable

Dry Weather Screening Data: See attached submission

Inventory and Ranking of Outfalls/Interconnections: See attached submission

Wet Weather Screening Data: Will begin in Year 5

Catchment Investigation Data: Will begin in Year 5

Illicit Discharge Removal Report: Not Applicable

Salt Reduction Plan: Not Applicable

Nitrogen Source Identification Report: See attached submission

Phosphorus Source Identification Report: See attached submission

Chloride Reduction Plan: Not Applicable

Results from additional stormwater or receiving water quality monitoring reports or studies:
Not Applicable

Self-Assessment

Select the impairment(s) and/or TMDL(s) that are applicable to your MS4. Make sure you are referring to the 2018 EPA approved Section 303(d) Impaired Waters List which was used for the Year 4 reporting period and can be found here:

<https://www.des.nh.gov/sites/g/files/ehbemt341/files/documents/2020-01/2018-epa-approval-20200225.pdf>.

All **Appendix F and H requirements** can be found under “Appendix F and H: Water Quality Limited Waters & TMDLs” section of this report.

Impairment(s)

- | | | |
|--|---|--|
| <input checked="" type="checkbox"/> Bacteria/Pathogens | <input type="checkbox"/> Chloride | <input checked="" type="checkbox"/> Nitrogen |
| <input checked="" type="checkbox"/> Phosphorus | <input type="checkbox"/> Solids/ Oil/ Grease (Hydrocarbons)/ Metals | |

TMDL(s)

- | | | |
|--|-----------------------------------|--|
| <input checked="" type="checkbox"/> Bacteria and Pathogens | <input type="checkbox"/> Chloride | <input checked="" type="checkbox"/> Lake and Pond Phosphorus |
|--|-----------------------------------|--|

Receiving Waters/Impaired Waters/TMDL

Have you made any changes to your lists of receiving waters, outfalls, or impairments since the NOI was submitted?

Yes

No

The Town of Kingston has not made changes to the list of receiving waters, outfalls, or impairments since the NOI submission.

Describe progress made on any **incomplete requirements** listed above or optionally provide any additional relevant details, in the box below: Not Applicable

Minimum Control Measures

MCM 1: Public Education

Total number of all MS4 related educational efforts completed *during this reporting period*: 6

A stormwater public education packet was sent out on April 15, 2022 to 2,561 residences. The packet included a Kingston informational letter as well as the brochures described below. Additional fliers are available at the Town Hall and are distributed to new residents in the welcome package. The Kingston Highway Department also spoke with the Lake Associations and will conduct joint public outreach opportunities in Year 5.

BMP: Grass and Fertilizer

Outreach Resources:

Green Grass & Clear Water Brochure: https://www4.des.state.nh.us/nh-ms4/?page_id=54.

Description:

Distribution and promotion of flyers and social media posts produced by UNH Cooperative Extension, NH Sea Grant, and NHDES outlining simple recommendations to keep lawns healthy while reducing water quality impacts - including proper fertilizer techniques and disposal of grass clippings.

Targeted Audience:

Residential and/or Business and Institutions

Responsible Department/ Parties:

Kingston Highway Department

Measurable Goal(s):

Lawn care enthusiast residents understand the potential water quality impacts from fertilizer and improper disposal of grass clippings and are aware of the proper lawn care management techniques for reducing those impacts. Measurement includes quantity of materials distributed.

Following is the number of flyers that were distributed *during this reporting period*:

Year 4 = 2,561

Following is the number of impressions the social media posts received *during this reporting*

period:

Year 4 = 0

Goal was achieved.

Message Date: April 15, 2022

BMP: Pet Waste Disposal

Outreach Resources:

"Every Drop" post cards or flyer https://www4.des.state.nh.us/nh-ms4/?page_id=54

Description:

Distribution and promotion of "Every Drop" post cards or flyers with proper pet waste management, impacts of improper management, pet waste ordinance, and disposal requirements messaging. May include pledge to pick up pet waste to be made available during dog registration and other events or venues (veterinarians, dog training, groomers, etc.). Every Drop is a collaborative education effort with PREP, NHDES and other partners.

Targeted Audience:

Residents - Pet Owners

Responsible Department/ Parties:

Kingston Highway Department

Measurable Goal(s):

Dog owners and/or dog walkers are aware of the potential water quality impacts from pet waste, local pet waste ordinances, and how to dispose of pet waste properly. If pledges are signed, there will be an increase of dog owners committed to picking up pet waste.

Following is the number of residents that pledged through the PREP "Every Drop" website ***during this reporting period:***

Year 4 = 2,561

Goal was achieved.

Message Date: April 15, 2022

BMP: Disposal of Leaf and Grass Clippings

Outreach Resources:

https://www4.des.state.nh.us/nh-ms4/?page_id=54

Description:

Distribute and promote informational flyers, pledge cards, and/or door hangers, with messaging about impacts from yard waste to waterbodies, alternatives to dumping yard waste and laws against dumping yard waste near or in waterbodies.

Targeted Audience:

Residential &/or Business and Institutions

Responsible Department/ Parties:

Kingston Highway Department

Measurable Goal(s):

Residents are aware of the water quality impacts of yard waste dumping near or in water bodies and safe alternatives for yard waste disposal.

Following is the number of brochures that were distributed **during this reporting period:**

Year 4 = 2,561

Goal was achieved.

Message Date: April 15, 2022

BMP: Septic System Maintenance

Outreach Resources:

https://www4.des.state.nh.us/nh-ms4/?page_id=54

Description:

Distributed and promoted brochure or door hangers, directing to website to educate New Hampshire homeowners with septic systems on how to identify, locate and maintain those systems. Get Pumped NH is a collaborated effort between the New Hampshire Association of Septage Haulers (NHASH) and the New Hampshire Department of Environmental Services (NHDES).

Targeted Audience:

Septic System Owners

Responsible Department/ Parties:

Kingston Highway Department

Measurable Goal(s):

Residents are aware of water quality impacts from septic systems, the importance of maintaining septic systems and how to maintain them.

Following is the number of flyers that were distributed *during this reporting period*:

Year 4 = 2561

Goal was achieved.

Message Date: Season Municipality to update April 15, 2022

BMP: Rain Garden

Outreach Resources:

Rain Garden Brochure: https://www4.des.state.nh.us/nh-ms4/?page_id=54.

Description:

A rain garden is nature’s water filter. It houses native plants that do not require fertilizer and help filter pollutants. Runoff is collected from hard surfaces and directed into the rain garden.

Targeted Audience:

Residential and/or Business and Institutions

Responsible Department/ Parties:

Kingston Highway Department

Measurable Goal(s):

Residents are aware of the benefits of a rain garden and how to create one.

Following is the number of flyers that were distributed *during this reporting period*:

Year 4 = 2561

Goal was achieved.

Message Date: April 15, 2022

BMP: Construction/Developers Outreach

Outreach Resources:

https://www4.des.state.nh.us/nh-ms4/?page_id=54

Description:

Review the construction checklist with developers and construction contractors prior to the beginning of construction projects (pre-construction) to identify responsible parties, erosion control practices, other best management practices, and requirements for the EPA Construction General Permit as appropriate.

Targeted Audience:

Construction/ Developers

Responsible Department/ Parties:

Kingston Highway Department

Measurable Goal(s):

Contractors, developers, and municipal or local organizations are made aware of the updates and changes made to the EPA 2022 Construction General Permit including the requirement that those who wish to be considered a qualified person to conduct inspections must meet EPA training standards. Contractors and developers are also made aware of the need for proper erosion control practices during construction work.

Year 4 = 14

The Town of Kingston held 14 pre-construction meetings, representing 100% of projects that received planning board approval and began construction ***during this reporting period. Goal was achieved.***

Message Date: Ongoing.

Describe progress made on any **incomplete requirements** listed above **or** optionally provide any additional relevant details, in the box below: Not Applicable

MCM 2: Public Participation

- Provided an opportunity for public participation in review and implementation of SWMP and complied with State Public Notice requirements as described in the Town of Kingston SWMP.
- Kept records relating to the permit available for 5 years and made available to the public

Describe the opportunity provided for public involvement in the development of the Stormwater Management Program (SWMP) **during this reporting period:**

Description: The Stormwater Management Program (SWMP) was publicly reviewed electronically at <https://www.kingstonnh.org/kingston-stormwater-management-ms-4>. Documents and records relating to the permit are retained and available for 5 years to the public at the Highway Department or <https://www.kingstonnh.org/kingston-stormwater-management-ms-4>.

Measurable Goal(s):

Input was received and records are maintained. **Goal was achieved.**

Describe any other public involvement or participation opportunities conducted **during this reporting period:** The Town of Kingston holds monthly stormwater meetings that are open to the public and are advertised on the Kingston Stormwater Management website.

The Town of Kingston has conducted the following public involvement or participation opportunities:

- In October of Year 5, stormwater materials will be provided to residents during Household Hazardous Waste Day.

Describe progress made on any **incomplete requirements** listed above or optionally provide any additional relevant details, in the box below: Not Applicable

MCM 3: Illicit Discharge Detection and Elimination (IDDE)

Sanitary Sewer Overflows (SSOs)

- This SSO section is NOT applicable because we DO NOT have sanitary sewer.
- This SSO section is NOT applicable because we DID NOT find any new SSOs.
- The SSO inventory has been updated, including the status of mitigation and corrective measures implemented or was addressed and can be found in submission

Below, report on the number of SSOs identified in the MS4 system and removed:

Number of SSO's identified **during this reporting period:** Not Applicable

Number of SSO's removed **during this reporting period:** Not Applicable

MS4 System Mapping

- Updated system map due in Year 2 as necessary:

Provide additional status information regarding your map:

Map of storm sewer system and associated outfalls is continually updated to reflect findings and changes.

Screening of Outfalls/Interconnections

- No outfalls were inspected for dry weather screening **during this report period.**
- Dry weather outfall screening data can be found in submission

Dry Weather Screening

Number of outfalls screened **during this reporting period:** 37

Percent of total known outfalls screened to date **during this reporting period:** 100%

The inventory and ranking of outfalls/interconnections was updated and the IDDE Program Plan was revised as a result. The revised inventory and ranking of outfalls/interconnections can be found in submission.

Wet Weather Screening

No outfalls were inspected for wet weather screening **during this report period**. Wet weather screening will begin in Year 5.

Wet weather outfall screening data can be found in submission

Number of outfalls screened **during this reporting period**: Not Applicable

Percent of total outfalls screened to date **during this reporting period**: Not Applicable

Catchment Investigations

No catchment investigations were conducted **during this report period**.

Catchment investigation data can be found in submission.

Number of catchment investigations **during this reporting period**: Not Applicable

Percentage of total catchments investigated to date (Years 1 - Year 4): 0%

IDDE Progress

No illicit discharges were found **during this reporting period**.

The illicit discharges removal report can be found in submission

Number of illicit discharges identified **during this reporting period**: Not Applicable

Number of illicit discharges removed **during this reporting period**: Not Applicable

Estimated gallons of flow removed **during this reporting period**: Not Applicable

Total number of illicit discharges identified since the effective date of the permit (July 1, 2018):
0

Total number of illicit discharges removed since the effective date of the permit (July 1, 2018): 0

Employee Training

Provided training to employees involved in IDDE program **during the reporting period**:

The Town of Kingston held an IDDE training session for municipal staff on May 19, 2022. In addition, as a routine, IDDE materials and training, including information on how to identify illicit discharges are made available to applicable employees in accordance with IDDE plan. Training logs are included in Appendix F of the IDDE report.

Describe progress made on any **incomplete requirements** listed above **or** optionally provide any additional relevant details, in the box below: Catchment investigations will begin in Year 5.

MCM 4: Construction Site Stormwater Runoff Control

The following tasks are in progress in accordance with the permit.

Number of site plan reviews completed *during this reporting period*: 8

Number of inspections completed *during this reporting period*: 16

Number of enforcement actions taken *during this reporting period*: 2

The Town of Kingston works with contractors to address environmental concerns for the least environmental impact.

Describe progress made on any **incomplete requirements** listed above or optionally provide any additional relevant details, in the box below: Not Applicable

MCM 5: Post-Construction Stormwater Management in New Development and Redevelopment

Ordinance or Regulatory Mechanism

- The Town of Kingston has regulatory mechanism consistent with permit requirements 2.3.6.a.i.

Date regulatory mechanism was adopted: Prior to July 1st 2021 – A Post-Construction Ordinance was adopted in 2009 and is still in effect.

As-built Drawings

Number of as-built drawings received *during this reporting period*: 1

Retrofit Properties Inventory

- Identified permittee-owned properties that could potentially be modified or retrofitted with BMPs to reduce impervious cover

The Town of Kingston has identified the following permittee-owned properties that could be modified or retrofitted with BMPs to mitigate impervious areas:

Treatment Priority	IC (ac)	Street Address	Town Owned Property
1	1.76	12+16 Main St	Highway and Police Departments
2	0.77	2 Library Ln	Library
3	0.72	163 Main St	Town Hall
4	0.51	7 Exeter Rd	Magnusson Fields
5	0.36	148 Main St	Fire Station
6	0.24	24 Main St	Recreation Center
7	0.22	Off Mill Road and 120 Route 125	Empty Lot
8	0.13	169 Main St	Nicholas Building
9	0.12	10 Beach Dr	Empty Lot
10	0.11	3 Shendoar Dr	Empty Lot
11	0.11	15 A South Rd	Empty Lot
12	0.1	3 Hunt Rd	South Station (Fire Dept.)
13	0.08	165 Main St	Grace Daley Barn
14	0.07	Main St	Plains opposite the Fire Station
15	0.07	Main St	Plains opposite the Town Hall

- Developed a report assessing current street design and parking lot guidelines and other local requirements within the municipality that affect the creation of impervious cover, made it available as part of the SWMP, and:

No updates were recommended.

Updates were recommended.

Developed a report assessing local regulations to determine the feasibility of making green infrastructure practices allowable when appropriate site conditions exist, made it available as part of the SWMP, and:

No updates were recommended; however, a section in the regulations could be developed to address the use of green roofs.

Updates were recommended.

Describe progress made on any **incomplete requirements** listed above **or** optionally provide any additional relevant details, in the box below: Not Applicable

MCM 6: Good Housekeeping

Catch Basin Cleaning

- Properly stored and disposed of catch basin cleanings so they did not discharge to receiving waters
- Report on the actions taken if a catch basin sump is more than 50% full during two consecutive routine inspections/cleaning events:

Number of catch basins inspected **during this reporting period:** 246

Number of catch basins cleaned **during this reporting period:** 29

Total volume or mass of material removed from all catch basins **during this reporting period:** 10 to 12 cubic yards

Total number of catch basins within the MS4 system: 66

Report on the actions taken if a catch basin sump is more than 50% full during two consecutive routine inspections/cleaning events: Not Applicable

A schedule for catch basin cleaning has been established with the goal of ensuring that a catch basin should not be more than 50% full.

Street Sweeping

- The Town of Kingston does not have curbed roadways; therefore, street sweeping is not applicable.
- Properly stored and disposed of street sweepings so they did not discharge to receiving waters
- All curbed roadways were swept at least once within the reporting period

Number of (lane) miles swept **during this reporting period:** Not Applicable

Volume of swept material **during this reporting period:** Not Applicable

Stormwater Pollution Prevention Plan (SWPPP)

- Implemented SWPPPs for all permittee owned or operated maintenance garages, public works yards, transfer stations, and other waste handling facilities

Number of site inspections completed for *during this reporting period*: 4

Number of corrective actions taken *during this reporting period*: 0

Describe any corrective actions taken at a facility with a SWPPP: No corrective actions necessary. Annual SWPPP training was completed on May 19, 2022.

Operations and Maintenance (O & M) Programs

- O&M programs for permittee owned facilities have been completed and/or updated as noted below:
- Implemented maintenance procedures for permittee owned facilities in accordance with O&M programs
- Updated inventory of permittee owned facilities as necessary

All permittee owned facilities, including an inventory, are included in our SWMP. There were no changes to report during Year 4.

- Implemented program for MS4 infrastructure maintenance to reduce the discharge of pollutants as outlined in the SWMP
- Inspected permittee owned treatment structures (excluding catch basins) as outlined in the SWMP
- Enclosed road salt storage piles or facilities and implemented winter road maintenance procedures to minimize the use of road salt as outlined in the SWMP

Describe progress made on any **incomplete requirements** listed above or optionally provide any additional relevant details, in the box below: Not Applicable

Appendix F and H: Water Quality Limited Waters & TMDLs

Bacteria/Pathogens Impairment (Appendix H) AND TMDL (Appendix F)

- Annual message was distributed encouraging the proper management of pet waste, including noting any existing ordinances where appropriate *during this reporting period*
- Permittee or its agent(s) disseminated educational material to dog owners at the time of issuance or renewal of dog license, or other appropriate time *during this reporting period*
- Provided information to owners of septic systems about proper maintenance in any catchment that discharges to a water body impaired for bacteria *during this reporting period*

Describe progress made on any **incomplete requirements** listed above or optionally provide any additional relevant details, in the box below: Not Applicable

Chloride Impairment (Appendix H)

- Permittee does not have a chloride impairment
- Updated Salt Reduction Plan as necessary *during this reporting period* and can be found in submission.

Describe progress made on any **incomplete requirements** listed above or optionally provide any additional relevant details, in the box below: Not Applicable

Nitrogen Impairment (Appendix H)

- Permittee does not have a nitrogen impairment
- Distributed an annual message that encourages the proper use and disposal of grass clippings and encourages the proper use of slow-release fertilizers *during this reporting period*
- Distributed an annual message encouraging the proper management of pet waste, including noting any existing ordinances where appropriate *during this reporting period*
- Distributed an annual message encouraging the proper disposal of leaf litter *during this reporting*

period

- The Town of Kingston does not conduct street sweeping because the streets are not curbed.

Nitrogen Source Identification Report

- The Nitrogen Source Identification Report can be found in submission.

Potential Structural BMPs

The tracking and accounting elements associated with the NH MS4 permit are ongoing, adaptive and are consistent with Attachment 3 of Appendix F of the permit. Currently there is emergent utilization of a new database tracking system called the Pollutant Tracing and Accounting Program (PTAP) supported by NHDES and a select number of municipalities. Coalition communities understand the importance of this effort and are committed to continuing to work towards better tracking and accounting strategies for both structural and non-structural BMPs. PTAP theoretically has limitless expansion capacity in the region and is already integrated with the EPA Region 1 supported BMP Accounting and Tracking Tool (BATT). This emerging collaboration will be a large component of future implementation efforts. While BMP tracking and accounting programs are not fully functional, these integrated planning tools provide a comprehensive solution to successful tracking and accounting metrics now and moving forward in the future.

Describe progress made on any **incomplete requirements** listed above **or** optionally provide any additional relevant details, in the box below: Not Applicable

Phosphorus Impairment (Appendix H)

- Permittee does not have a phosphorus impairment
- Distributed an annual message that encourages the proper use and disposal of grass clippings and encourages the proper use of slow-release fertilizers **during this reporting period**
- Distributed an annual message encouraging the proper management of pet waste, including noting any existing ordinances where appropriate **during this reporting period**
- Distributed an annual message encouraging the proper disposal of leaf litter **during this reporting period**
- The Town of Kingston does not conduct street sweeping because the streets are not curbed.

Phosphorus Source Identification Report

The Phosphorus Source Identification Report can be found in this submission.

Potential Structural BMPs

The tracking and accounting elements associated with the NH MS4 permit are ongoing, adaptive and are consistent with Attachment 3 of Appendix F of the permit. Currently there is emergent utilization of a new database tracking system called the Pollutant Tracing and Accounting Program (PTAP) supported by NHDES and a select number of municipalities. Coalition communities understand the importance of this effort and are committed to continuing to work towards better tracking and accounting strategies for both structural and non-structural BMPs. PTAP theoretically has limitless expansion capacity in the region and is already integrated with the EPA Region 1 supported BMP Accounting and Tracking Tool (BATT). This emerging collaboration will be a large component of future implementation efforts. While BMP tracking and accounting programs are not fully functional, these integrated planning tools provide a comprehensive solution to successful tracking and accounting metrics now and moving forward in the future.

Describe progress made on any **incomplete requirements** listed above **or** optionally provide any additional relevant details, in the box below: Not Applicable

Solids, Oil and Grease (Hydrocarbons), or Metals Impairment(s) (Appendix H)

Permittee does not have a solids, oil and grease, or metals impairment(s)

Increased street sweeping frequency of all municipal owned streets and parking lots to a schedule that targets areas with potential for high pollutant loads **during this reporting period**

Describe progress made on any **incomplete requirements** listed above **or** optionally provide any additional relevant details, in the box below: Not Applicable

Chloride TMDL (Appendix F)

Permittee does not have a chloride TMDL

Updated Chloride Reduction Plan as necessary **during this reporting period** and can be found in submission.

Describe progress made on any **incomplete requirements** listed above **or** optionally provide any additional relevant details, in the box below: Not Applicable

Lake and Pond Phosphorus TMDL (Appendix F)

- Permittee does not have a lake and pond phosphorus TMDL
- Calculated baseline phosphorus, allowable phosphorus load, and phosphorus reduction requirement ***during this reporting period***
- Defined the scope of the Lake Phosphorus Control Plan (LPCP).

The PCP scope is the urbanized area portion of our jurisdiction discharging to the impaired waterbody that was established ***during this reporting period***

Describe progress made on any **incomplete requirements** listed above or optionally provide any additional relevant details, in the box below: Not Applicable

Additional Required Information

Monitoring or Study Results

Results from all stormwater or receiving water quality monitoring or studies conducted **during the reporting period** and **not otherwise mentioned above**, where the data is being used to inform permit compliance or permit effectiveness is:

Not applicable

The results from additional reports or studies are in submission.

If such monitoring or studies were conducted on your behalf or if monitoring or studies conducted by other entities were reported to you, a brief description of the type of information gathered or received shall be described below: Not Applicable

Description of Any Changes in Identified BMPs or Measurable Goals

The Town of Kingston has implemented activities in accordance with the permit and outlined in the SWMP. BMPs and measurable goals outlined in the SWMP are appropriate.

COVID-19 Impacts

If any of the above Year 4 requirements could not be completed **during this reporting period** due to the impacts of COVID-19, please identify the requirement(s) that could not be completed, any actions taken to attempt to complete the requirement, and reason the requirement could not be completed below: Not Applicable

Activities Planned for Next Reporting Period

The Town of Kingston will continue to implement activities in accordance with the permit and SWMP.