**Please DO NOT attach any documents to this form. Instead, attach all requested documents to an email when submitting the form**

Unless otherwise noted, all fields are required to be filled out. If a field is left blank, it will be assumed the requirement or task has not been completed.

**Part I: Contact Information**

Name of Municipality or Organization: Town of Kingston

EPA NPDES Permit Number: MAR041041

Primary MS4 Program Manager Contact Information

Name: Mary Guiney
Title: Conservation Agent

Street Address Line 1: 26 Evergreen Street

City: Kingston
State: MA
Zip Code: 02364

Email: mguiney@kingstonmass.org
Phone Number: (781) 585-0537

Fax Number: 

Stormwater Management Program (SWMP) Information


Date SWMP was Last Updated: 

If the SWMP is not available on the web please provide the physical address and an explanation of why it is not posted on the web:
Part II: Self Assessment

First, in the box below, select the impairment(s) and/or TMDL(s) that are applicable to your MS4.

**Impairment(s)**
- ☒ Bacteria/Pathogens
- ☐ Chloride
- ☒ Nitrogen
- ☐ Phosphorus
- ☒ Solids/ Oil/ Grease (Hydrocarbons)/ Metals

**TMDL(s)**

**In State:**
- ☐ Assabet River Phosphorus
- ☒ Bacteria and Pathogen
- ☐ Cape Cod Nitrogen
- ☐ Charles River Watershed Phosphorus
- ☐ Lake and Pond Phosphorus

**Out of State:**
- ☐ Bacteria/Pathogens
- ☐ Metals
- ☐ Nitrogen
- ☐ Phosphorus

Clear Impairments and TMDLs

Next, check off all requirements below that have been completed. By checking each box you are certifying that you have completed that permit requirement fully. If you have not completed a requirement leave the box unchecked. Additional information will be requested in later sections.

**Year 1 Requirements**
- ☒ Develop and begin public education and outreach program
- ☒ Identify and develop inventory of all known locations where SSOs have discharged to the MS4 in the last 5 years
  - ☑ The SSO inventory is attached to the email submission
  - ☐ The SSO inventory can be found at the following website:

- ☒ Develop written IDDE plan including a procedure for screening and sampling outfalls
- ☒ IDDE ordinance complete
  - ☐ Identify each outfall and interconnection discharging from MS4, classify into the relevant category, and priority rank each catchment for investigation
  - ☑ The priority ranking of outfalls/interconnections is attached to the email submission
  - ☐ The priority ranking of outfalls/interconnections can be found at the following website:

- ☒ Construction/ Erosion and Sediment Control (ESC) ordinance complete
- ☒ Develop written procedures for site inspections and enforcement of sediment and erosion control measures
- ☒ Develop written procedures for site plan review
- ☒ Keep a log of catch basins cleaned or inspected
- ☒ Complete inspection of all stormwater treatment structures

**Annual Requirements**
Annual opportunity for public participation in review and implementation of SWMP
- Comply with State Public Notice requirements
- Keep records relating to the permit available for 5 years and make available to the public
- Properly store and dispose of catch basin cleanings and street sweepings so they do not discharge to receiving waters
- Annual training to employees involved in IDDE program
- All curbed roadways have been swept a minimum of one time per year

**Bacteria/ Pathogens** (Combination of Impaired Waters Requirements and TMDL Requirements as Applicable)

**Annual Requirements**

*Public Education and Outreach*
- Annual message encouraging the proper management of pet waste, including noting any existing ordinances where appropriate
- Permittee or its agents disseminate educational material to dog owners at the time of issuance or renewal of dog license, or other appropriate time
- Provide information to owners of septic systems about proper maintenance in any catchment that discharges to a water body impaired for bacteria
*Public education messages can be combined with other public education requirements as applicable (see Appendix H and F for more information)*

**Nitrogen** (Combination of Impaired Waters Requirements and TMDL Requirements as Applicable)

**Annual Requirements**

*Public Education and Outreach*
- Distribute an annual message in the spring (April/May) that encourages the proper use and disposal of grass clippings and encourages the proper use of slow-release fertilizers
- Distribute an annual message in the summer (June/July) encouraging the proper management of pet waste, including noting any existing ordinances where appropriate
- Distribute an annual message in the fall (August/September/October) encouraging the proper disposal of leaf litter
*Public education messages can be combined with other public education requirements as applicable (see Appendix H and F for more information)*

**Good Housekeeping and Pollution Prevention for Permittee Owned Operations**
- Increase street sweeping frequency of all municipal owned streets and parking lots subject to Permit part 2.3.7.a.iii.(c) to a minimum of two times per year (spring and fall)

**Potential structural BMPs**
- Any structural BMPs listed in Table 3 of Attachment 1 to Appendix H already existing or installed in the regulated area by the permittee or its agents shall be tracked and the permittee shall estimate the nitrogren removal by the BMP consistent with Attachment 1 to Appendix H. Document the BMP type, total area treated by the BMP, the design storage volume of the BMP and the estimated nitrogen removed in mass per year by the BMP in each annual report

**Solids, Oil and Grease (Hydrocarbons), or Metals**

**Annual Requirements**
*Good Housekeeping and Pollution Prevention for Permittee Owned Operations*

- Increase street sweeping frequency of all municipal owned streets and parking lots to a schedule to target areas with potential for high pollutant loads

- Prioritize inspection and maintenance for catch basins to ensure that no sump shall be more than 50 percent full; Clean catch basins more frequently if inspection and maintenance activities indicate excessive sediment or debris loadings

Use the box below to input additional details on any unchecked boxes above or any additional information you would like to share as part of your self assessment:

Structural BMPs will be tracked and estimates for nutrient removal developed in accordance with Attachment 1 to Appendix H in the future.

In fall of Year 2, the NSRWA on behalf of Kingston will be completing the following outreach:
- Septic maintenance press release, social media post, webpage and brochure (Appendices F and H requirement)
- Leaf litter press release, social media post, webpage and brochure (Fall messaging for Appendices H requirement).

In Year 3, the NSRWA on behalf of Kingston will be completing the following outreach:
- Pet waste handout/mailer to go with dog licensing & distributed at local veterinarian offices and local pet stores & WaterSmart website (Appendices F and H requirement)
Part III: 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 ☒

If yes, describe below, including any relevant impairments or TMDLs:

N/A
Part IV: Minimum Control Measures

Please fill out all of the metrics below. If applicable, include in the description who completed the task if completed by a third party.

MCM1: Public Education

Number of educational messages completed during the reporting period: 12

Below, report on the educational messages completed during the first year. For the measurable goal(s) please describe the method/measures used to assess the overall effectiveness of the educational program.

BMP: Pet Waste Education, Scoop It Cards for Summer Annual Messaging

Message Description and Distribution Method:
Pet Waste Education - Printed Scoop It cards, web article, press release, and social media posts. Pet waste Scoop It cards were distributed to the town clerk's office (100), Kingston Animal Hospital (100), and the Morningstar Animal Hospital (100). Original message from the North South River Watershed Association (NSRWA).

Targeted Audience: Residents

Responsible Department/Parties: NSRWA, Conservation Commission

Measurable Goal(s):
Distribute annual messaging in accordance with the Town's bacteria and pathogen impairment and TMDL and the Town's Nitrogen impairment.

Message Date(s): June, 2019

Message Completed for:  Appendix F Requirements ☒ Appendix H Requirements ☒

Was this message different than what was proposed in your NOI? Yes ☐ No ☒

If yes, describe why the change was made:

BMP: Pet Waste Education, Article

Message Description and Distribution Method:
An article was written on The Problem of Dog Waste on the South Shore. This was sent to the Globe, the Patriot Ledger, Wicked Local, the Kingston Reporter, and the Kingston Mariner. The Patriot Ledger wrote a feature on it from our press release, and WATD did an on air interview. It was posted on the NSRWA Facebook page with a reach of 1,556 people and 197 engagements, and on the Town Locals-Kingston, MA Facebook page.

Targeted Audience: Residents

Responsible Department/Parties: NSRWA
Measurable Goal(s):
Distribute annual messaging in accordance with the Town’s bacteria and pathogen impairment and TMDL and the Town’s Nitrogen impairment.

Message Date(s): June, 2019

Message Completed for: Appendix F Requirements ☒ Appendix H Requirements ☒

Was this message different than what was proposed in your NOI? Yes ☐ No ☒
If yes, describe why the change was made:

BMP: Spring messaging
Message Description and Distribution Method:
Spring messaging: grass clipping messaging was posted to NSRWA's Facebook page in May and to Kingston's Facebook page with an ad booster that reached 2534 views and 651 engagements; fertilizer messaging was posted to NSRWA and Kingston's Facebook pages, as well as Kingston's website. "Don't Trash the Grass" Flyer was sent to the Tauton River Watershed.

Targeted Audience: Residents

Responsible Department/Parties: NSRWA

Measurable Goal(s):
Distribute annual messaging in accordance with the Town's Nitrogen impairment.

Message Date(s): May, 2019

Message Completed for: Appendix F Requirements ☐ Appendix H Requirements ☒

Was this message different than what was proposed in your NOI? Yes ☐ No ☒
If yes, describe why the change was made:

BMP: Rain Barrel and Compost Sale
Message Description and Distribution Method:
Regional Rain Barrel and Compost Sale with education about water conservation and the reduction of stormwater from impervious surfaces. A press release went out to the town, The Globe, the Patriot Ledger, Wicked Local, the Kingston Reporter, and the Kingston Mariner. Facebook posts were made on the NSRWA page. Information about the sale went out in the NSRWA E-newsletter to 6,000+ subscribers.

Targeted Audience: Residents
Responsible Department/Parties: NSRWA

Measurable Goal(s):
Distribute at least two educational messages within the permit term (5 years).

There was 1 rain barrel sold in Kingston.

Message Date(s): April 2, 2019

Message Completed for: Appendix F Requirements ☐ Appendix H Requirements ☐

Was this message different than what was proposed in your NOI? Yes ☐ No ☒
If yes, describe why the change was made:

---

**BMP: Greenscapes Guide**

Message Description and Distribution Method:
Greenscapes Guide - Digital download of landscaping techniques that reduce stormwater pollutants (fertilizers, pesticides, herbicides). NSRWA promoted the Greenscapes Guide at the Gardening Green Expo and handed out paper copies. It was promoted online and on the NSRWA Facebook page with a reach of 2,831 people and 187 engagements.

Targeted Audience: Residents

Responsible Department/Parties: NSRWA

Measurable Goal(s):
Distribute at least two educational messages within the permit term (5 years).

There have been no downloads from Kingston at this time. It will be posted again.

Message Date(s): May 22, 2019

Message Completed for: Appendix F Requirements ☐ Appendix H Requirements ☐

Was this message different than what was proposed in your NOI? Yes ☐ No ☒
If yes, describe why the change was made:

---

**BMP: Gardening Green Expo**

Message Description and Distribution Method:
Gardening Green Expo - Regional event for WaterSmart South Shore Communities that provides information on how residents can reduce stormwater pollution from better landscaping practices. A press release went out to the town, The Globe, the Patriot Ledger, Wicked Local, the Kingston Reporter, and the Kingston Mariner.
Several Facebook posts were made on the NSRWA page. Information about the event went out in our E-newsletter 4 times to 6,000+ subscribers each time. The videos of the speakers are now being added to the NSRWA website and shared online and on Facebook.

Targeted Audience: Residents

Responsible Department/Parties: NSRWA

Measurable Goal(s):
Distribute at least two educational messages within the permit term (5 years).

There were 500 guests in attendance.

Message Date(s): March 30, 2019

Message Completed for: Appendix F Requirements ☐ Appendix H Requirements ☐

Was this message different than what was proposed in your NOI? Yes ☐ No ☒
If yes, describe why the change was made:

**BMP: WaterSmart School Program**

Message Description and Distribution Method:
WaterSmart's Water All Around You program, including general stormwater messaging (groundwater model, watershed model and cleaning dirty water) and the Greenscapes program, taught to elementary school students and parent volunteers. Program held at the Kingston Intermediate School.

Targeted Audience: Residents

Responsible Department/Parties: NSRWA

Measurable Goal(s):
Distribute at least two educational messages within the permit term (5 years).

565 website page views on General WaterSmart page.

Message Date(s): Ongoing

Message Completed for: Appendix F Requirements ☐ Appendix H Requirements ☐

Was this message different than what was proposed in your NOI? Yes ☐ No ☒
If yes, describe why the change was made:

**BMP: [New Resident Packets]**
Message Description and Distribution Method:
New Resident Packets for residents within wetland protection areas. 17 New Resident Packets were mailed out on May 23, 2018.

Targeted Audience: Residents

Responsible Department/Parties: Conservation Department and Assessors Department

Measurable Goal(s):
Distribute at least two educational messages within the permit term (5 years)

Message Date(s): Spring 2018

Message Completed for: Appendix F Requirements □ Appendix H Requirements□

Was this message different than what was proposed in your NOI? Yes □ No ☒
If yes, describe why the change was made:

---

BMP: [Sediment and Erosion Control Management]

Message Description and Distribution Method:
Guidance on proper sediment and erosion control management through press release, social media post, web page and inclusion in Conservation Commission Orders of Conditions.

Targeted Audience: Developers (construction)

Responsible Department/Parties: NSRWA, Planning Department, Conservation Department and Building Dept

Measurable Goal(s):
Distribute at least two educational messages within the permit term (5 years)

Message Date(s): Ongoing

Message Completed for: Appendix F Requirements □ Appendix H Requirements□

Was this message different than what was proposed in your NOI? Yes □ No ☒
If yes, describe why the change was made:

---

BMP: [Stormwater Website]

Message Description and Distribution Method:
Stormwater-specific website for posting the NPDES Phase II work and stormwater remediation work, as well
as educational flyers and guides.

Targeted Audience: Residents

Responsible Department/Parties: Conservation Department

Measurable Goal(s):
Distribute at least two educational messages within the permit term (5 years)

Message Date(s): June 2019

Message Completed for: Appendix F Requirements ☐ Appendix H Requirements ☐

Was this message different than what was proposed in your NOI? Yes ☐ No ☒

If yes, describe why the change was made:

---

**BMP: Educational Sign**

Message Description and Distribution Method:
Educational signage was posted in parks, public open spaces and near wetlands

Targeted Audience: Residents

Responsible Department/Parties: Streets, Trees and Parks Department

Measurable Goal(s):
Distribute at least two educational messages within the permit term (5 years)

Message Date(s): Signs installed at Gray's Beach: Spring 2019, Cranberry Watershed Preserve: Fall 2018

Message Completed for: Appendix F Requirements ☐ Appendix H Requirements ☐

Was this message different than what was proposed in your NOI? Yes ☐ No ☒

If yes, describe why the change was made:

---

**BMP: Pet Waste Control**

Message Description and Distribution Method:
Pet waste control information was distributed along with pet licenses this Permit year.
Targeted Audience: Residents

Responsible Department/Parties: Conservation Department, Assessors and Town Clerk

Measurable Goal(s):
Distribute at least two educational messages within the permit term (5 years)

Message Date(s): Spring 2019

Message Completed for: Appendix F Requirements □ Appendix H Requirements □

Was this message different than what was proposed in your NOI? Yes □ No  ☒

If yes, describe why the change was made:

Add an Educational Message

**MCM2: Public Participation**

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

The Town of Kingston has posted the SWMP online for public review and comment. Hard copies of the SWMP are also available at the Town Hall.

Was this opportunity different than what was proposed in your NOI? Yes □ No  ☒

Describe any other public involvement or participation opportunities conducted during the reporting period:
Maintained Kingston Intermediate School’s rain garden, hosted hazardous waste collection days, hosted cleanup days and organized herring counts in Spring.

**MCM3: Illicit Discharge Detection and Elimination (IDDE)**
Sanitary Sewer Overflows (SSOs)
Below, report on the number of SSOs identified in the MS4 system and removed during this reporting period.

Number of SSOs identified: 0
Number of SSOs removed: 0

Below, report on the total number of SSOs identified in the MS4 system and removed to date. At a minimum, report SSOs identified since 2013.

Total number of SSOs identified: 0
Total number of SSOs removed: 0

MS4 System Mapping
Describe the status of your MS4 map, including any progress made during the reporting period (phase 1 map due in year 2):

The Town of Kingston has completed the following updates to its stormwater mapping to meet the Phase I requirements:
- Outfalls and receiving waters
- Water bodies identified by name and indication of all use impairments as identified on the most recent EPA approved Massachusetts Integrated List of Waters report (taken from USGS/MassDEP Hydrography data updated April 2017)
- Initial catchment delineations. Any available system data and topographic information may be used to produce initial catchment delineations
- Municipally owned stormwater treatment structures

Screening of Outfalls/Interconnections
If conducted, please submit any outfall monitoring results from this reporting period. Outfall monitoring results should include the date, outfall/interconnection identifier, location, weather conditions at time of sampling, precipitation in previous 48 hours, field screening parameter results, and results from all analyses.

☐ The outfall screening data is attached to the email submission
☐ The outfall screening data can be found at the following website:

Below, report on the number of outfalls/interconnections screened during this reporting period.

Number of outfalls screened: 0

Below, report on the percent of total outfalls/interconnections screened to date.

Percent of total outfalls screened: 7%

Catchment Investigations
If conducted, please submit all data collected during this reporting period as part of the dry and wet weather investigations. Also include the presence or absence of System Vulnerability Factors for each catchment.

☐ The catchment investigation data is attached to the email submission
☐ The catchment investigation data can be found at the following website:
Below, report on the number of catchment investigations completed during this reporting period.

Number of catchment investigations completed this reporting period: 0

Below, report on the percent of catchments investigated to date.

Percent of total catchments investigated: 0

Optional: Provide any additional information for clarity regarding the catchment investigations below:

N/A

**IDDE Progress**

If illicit discharges were found, please submit a document describing work conducted over this reporting period, and cumulative to date, including location source; description of the discharge; method of discovery; date of discovery; and date of elimination, mitigation, or enforcement OR planned corrective measures and schedule of removal.

- The illicit discharge removal report is attached to the email submission
- The illicit discharge removal report can be found at the following website:

Below, report on the number of illicit discharges identified and removed, along with the volume of sewage removed during this reporting period.

Number of illicit discharges identified: 0

Number of illicit discharges removed: 0

Estimated volume of sewage removed: 0 Yards

Below, report on the total number of illicit discharges identified and removed to date. At a minimum, report on the number of illicit discharges identified and removed since the effective date of the permit.

Total number of illicit discharges identified: 0

Total number of illicit discharges removed: 0

Optional: Provide any additional information for clarity regarding illicit discharges identified, removed, or planned to be removed below:

N/A

**Employee Training**

Describe the frequency and type of employee training conducted during the reporting period:

Annual IDDE implementation training. MS4 Permit meetings and education held on: 6/19/2019
MCM4: Construction Site Stormwater Runoff Control

Below, report on the construction site plan reviews, inspections, and enforcement actions completed during this reporting period.

Number of site plan reviews completed: 18
Number of inspections completed: 98
Number of enforcement actions taken: 1

MCM5: Post-Construction Stormwater Management in New Development and Redevelopment

Ordinance Development

Describe the status of the post-construction ordinance required to be complete in year 2 of the permit term:

Completed. Stormwater By-Law enacted in the Annual Town Meeting in 2013 (Article 38); it was amended in the Annual Town Meeting 2014 (Article 37).

As-built Drawings

Describe the status of the measures the MS4 has utilized to require the submission of as-built drawings and ensure long term operation and maintenance of completed construction sites required to be complete in year 2 of the permit term:

The requirement for submission of as-built drawings is stated in the Planning Board Rules and Regulations Governing the Subdivision of Land. The Planning Department and Conservation Commission already require submission of as-built drawings with NOIs. The Wetlands Protection Act Certificates of Compliance are required where applicable. Further measures will be evaluated in the future.

Street Design and Parking Lots Report

Describe the status of the street design and parking lots assessment due in year 4 of the permit term, including any planned or completed changes to local regulations and guidelines:

Ongoing development.
Green Infrastructure Report

Describe the status of the green infrastructure report due in year 4 of the permit term, including the findings and progress towards making the practice allowable:

Ongoing development.

Retrofit Properties Inventory

Describe the status of the inventory, due in year 4 of the permit term, of permittee-owned properties that could be modified or retrofitted with BMPs to mitigate impervious areas and report on any properties that have been modified or retrofitted:

Ongoing development.

MCM6: Good Housekeeping

Catch Basin Cleaning

Describe the status of the catch basin cleaning optimization plan:

Kingston cleans all catch basins annually. Therefore, this fulfills the requirement of an optimization plan.

If complete, attach the catch basin cleaning optimization plan or the schedule to gather information to develop the optimization plan:

☐ The catch basin cleaning optimization plan or schedule is attached to the email submission

☐ The catch basin cleaning optimization plan or schedule can be found at the following website:

Below, report on the number of catch basins inspected and cleaned, along with the total volume of material removed from the catch basins during this reporting period.

Number of catch basins inspected: 220

Number of catch basins cleaned: 220

Total volume or mass of material removed from all catch basins: 180 Tons

Below, report on the total number of catch basins in the MS4 system, if known.

Total number of catch basins: 2492
If applicable:
Report on the actions taken if a catch basin sump is more than 50% full during two consecutive routine inspections/cleaning events:

In Year 2 the Town will look to increase street sweeping frequency of public roads (approximately 4 miles) within the Taunton River Watershed.

**Street Sweeping**

Describe the status of the written procedures for sweeping streets and municipal-owned lots:

No written procedure has been drafted to date. The Town sweeps all streets once per year and additionally as needed.

*Report on street sweeping completed during the reporting period using one of the three metrics below.*

- Number of miles cleaned: 200
- Volume of material removed: [UNITS]
- Weight of material removed: 100 Tons

If applicable:

For rural uncurbed roadways with no catch basins, describe the progress of the inspection, documentation, and targeted sweeping plan:

N/A

**Winter Road Maintenance**

Describe the status of the written procedures for winter road maintenance including the storage of salt and sand:

Written procedure to be completed in Year 2. The Town only uses salt and it is stored at the Highway Barn.

**Inventory of Permittee-Owned Properties**

Describe the status of the inventory, due in year 2 of the permit term, of permittee-owned properties, including parks and open spaces, buildings and facilities, and vehicles and equipment, and include any updates:

To be completed in Year 2.

**O&M Procedures for Parks and Open Spaces, Buildings and Facilities, and Vehicles and Equipment**
Describe the status of the operation and maintenance procedures, due in year 2 of the permit term, of permittee-owned properties (parks and open spaces, buildings and facilities, vehicles and equipment) and include maintenance activities associated with each:

To be completed in Year 2.

**Stormwater Pollution Prevention Plan (SWPPP)**

Describe the status of any SWPPP, due in year 2 of the permit term, for permittee-owned or operated facilities including maintenance garages, public works yards, transfer stations, and other waste handling facilities where pollutants are exposed to stormwater:

The Kingston Recycling and Disposal Center and the Hay Barn have SWPPP. The Town has contracted a consulting company to develop SWPPPs for the Streets, Trees and Parks facility and the Recycling and Disposal Center in accordance with the MS4 Permit (Section 2.3.7.b).

*Below, report on the number of site inspections for facilities that require a SWPPP completed during this reporting period.*

Number of site inspections completed: 0

Describe any corrective actions taken at a facility with a SWPPP:

N/A

**O&M Procedures for Stormwater Treatment Structures**

Describe the status of the written procedure for stormwater treatment structure maintenance:

The Town is in the process of drafting procedures for stormwater treatment structures and will finalize these procedures in Year 2.

**Additional Information**

**Monitoring or Study Results**

 Results from any other stormwater or receiving water quality monitoring or studies conducted during the reporting period not otherwise mentioned above, where the data is being used to inform permit compliance or permit effectiveness must be attached.

- ☐ Not applicable
- ☐ The results from additional reports or studies are attached to the email submission
The results from additional reports or studies can be found at the following website(s):


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:

With funding from the Mass Bays Research and Planning Grant (Mass DEP 604b grant), the Town conducted the first of a multi-phase project that established baseline water quality conditions and developed preliminary design plans from which prioritized stormwater remediation projects were implemented. The feasibility of installing best management practices (BMPs) at stormwater outfalls that discharge into the Jones River and Kingston Bay was evaluated. Based on water quality, local site conditions, and proximity of the site to the Bay, conceptual designs for BMPs were developed for ten sites and detailed engineering designs were developed for the two most promising sites: Delano Avenue and Town Landing.

Additional Information

Optional: Enter any additional information relevant to your stormwater management program implementation during the reporting period. Include any BMP modifications made by the MS4 if not already discussed above:

Under a Coastal Zone Management (CZM) Coastal Pollution Remediation (CPR) Grant, stormwater BMPS were constructed on Brook Street.

During this reporting period, a consulting company was contracted to inspect the Town's existing 38 stormwater BMPs, noting BMP type, condition and issues related to excess sedimentation, excess vegetation, soil erosion, clogging, trash/debris, oil/grease and invasive species. The consultants drafted a Municipal Stormwater Treatment Systems: O&M SOP.

Activities Planned for Next Reporting Period

Please confirm that your SWMP has been, or will be, updated to comply with all applicable permit requirements including but not limited to the year 2 requirements summarized below. (Note: impaired waters and TMDL requirements are not listed below)

Yes, I agree ☒

- Complete system mapping Phase I
- Begin investigations of catchments associated with Problem Outfalls
- Develop or modify an ordinance or other regulatory mechanism for post-construction stormwater runoff from new development and redevelopment
- Establish and implement written procedures to require the submission of as-built drawings no later than two years after the completion of construction projects
- Develop, if not already developed, written operations and maintenance procedures
- Develop an inventory of all permittee owned facilities in the categories of parks and open space, buildings and facilities, and vehicles and equipment; review annually and update as necessary
- Establish a written program detailing the activities and procedures the permittee will implement so that the MS4 infrastructure is maintained in a timely manner
- Develop and implement a written SWPPP for maintenance garages, public works yards, transfer stations, and other waste handling facilities where pollutants are exposed to stormwater
- Enclose or cover storage piles of salt or piles containing salt used for deicing or other purposes
- Develop, if not already developed, written procedures for sweeping streets and municipal-owned lots
- Develop, if not already developed, written procedures for winter road maintenance including storage of
salt and sand
- Develop, if not already developed, a schedule for catch basin cleaning
- Develop, if not already developed, a written procedure for stormwater treatment structure maintenance
- Develop a written catchment investigation procedure (18 months)

Annual Requirements
- Annual report submitted and available to the public
- Annual opportunity for public participation in review and implementation of SWMP
- Keep records relating to the permit available for 5 years and make available to the public
- Properly store and dispose of catch basin cleanings and street sweepings so they do not discharge to receiving waters
- Annual training to employees involved in IDDE program
- Update inventory of all known locations where SSOs have discharged to the MS4 in the last 5 years
- Continue public education and outreach program
- Update outfall and interconnection inventory and priority ranking and include data collected in connection with the dry weather screening and other relevant inspections conducted
- Implement IDDE program
- Review site plans of construction sites as part of the construction stormwater runoff control program
- Conduct site inspection of construction sites as necessary
- Inspect and maintain stormwater treatment structures
- Log catch basins cleaned or inspected
- Sweep all uncurbed streets at least annually

Provide any additional details on activities planned for permit year 2 below:

In Year 2, Kingston is planning to complete the following:
- Stormwater BMP implementation at Delano Avenue through a grant from the Office of Coastal Zone Management's Coastal Pollutant Remediation program.
- Continued establishment of a living shoreline project at Gray's Beach through a Coastal Resilience Grant from Energy and Environmental Affairs' Office of Coastal Zone Management.
- Stormwater User Fee Feasibility Study through contracted consultants.
- Review of stormwater bylaws through contracted consultants. They will review the current bylaws and develop recommendations for potential revision to the Town's bylaws, with special attention paid to erosion and sediment control, IDDE, green infrastructure and low impact development, and water quality impairments.
Part V: Certification of Small MS4 Annual Report 2019

40 CFR 144.32(d) 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, I certify that 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.

Name: Thomas J. Calter
Title: Town Administrator
Signature: [Signatory may be a duly authorized representative]
Date: 9.30.19
<table>
<thead>
<tr>
<th>Stormwater Catchment Delineation</th>
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Note: A few outlets have the same ID, to be reviewed with Town.

Outfall classification:
- Problem outlets: Outfalls/interconnections with known or suspected contributions of illicit discharges are Problem Outfalls. This includes outfalls/interconnections with previous screening that indicates likely sewer input, including:
  - Off-site or visual evidence of sewage,
  - Ammonia ≥ 0.5 mg/L, surfactants ≥ 0.35 mg/L, or bacteria levels greater than the water quality criteria applicable to the receiving water,
  - Ammonia ≥ 0.5 mg/L, surfactants ≥ 0.35 mg/L, and detectable levels of chlorine.

High priority outlets: Outfalls/interconnections that have not been classified as Problem Outfalls and that are:
- Discharging to an area of concern to public health due to proximity of public beaches, recreational areas, drinking water supplies or shellfish beds
- Determined by the permittee as low priority based on previous screening results, frequency of past discharge complaints and discharging to areas of public concern.

Excluded outlets: Outfalls/interconnections with no potential for illicit discharges may be excluded from the IDOE program. This category is limited to roadway drainage in undeveloped areas with no dwellings and no sanitary sewers; drainage for athletic fields, parks or undeveloped green space and associated parking without services; cross-country drainage alignments through undeveloped land.

Catchment classification:
- High priority catchments: These catchments have the highest amount of indicators for illicit discharge potential.
- Medium priority catchments: These catchments contain indicators of both a high and low potential of illicit discharge.
- Low priority catchments: These catchments have the lowest amount of indicators for illicit discharge potential.
Table 4-1. SSO Inventory
Kingston, Massachusetts
Revision Date: June 2019

<table>
<thead>
<tr>
<th>SSO Location¹</th>
<th>Discharge Statement²</th>
<th>Date³</th>
<th>Time Start³</th>
<th>Time End³</th>
<th>Estimated Volume⁴</th>
<th>Description⁵</th>
<th>Mitigation Completed⁶</th>
<th>Mitigation Planned⁷</th>
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</table>

There have not been any recorded SSO events in the Town of Kingston Between June 2014 and June 2019.

¹ Location (approximate street crossing/address and receiving water, if any)
² A clear statement of whether the discharge entered a surface water directly or entered the MS4
³ Date(s) and time(s) of each known SSO occurrence (i.e., beginning and end of any known discharge)
⁴ Estimated volume(s) of the occurrence
⁵ Description of the occurrence indicating known or suspected cause(s)
⁶ Mitigation and corrective measures completed with dates implemented
⁷ Mitigation and corrective measures planned with implementation schedules