



**SPILL PREVENTION, CONTROL  
And  
COUNTERMEASURES PLAN**

**Vermont Agency of Transportation**

**EDWARD F. KNAPP STATE AIRPORT**

1979 Airport Road  
Berlin, Vermont 05641

Contact: John Roberti, Airport Manager

**Prepared by: Michael McAllister. Safety and Hazardous Materials Section**

## INTRODUCTION

The Agency of Transportation owns and operates an airport in the town of Berlin. The Edward F. Knapp State Airport is located on 1979 Airport Road, on Berlin Street Hwy (Airport Road), One mile south of junction with VT 62 (Central Vermont Medical Intersection). The terminal building has one employee. This airport has (1) 12000 gallon underground storage tank for Jet fuel and (1) 12000 gallon UST for Avgas.



## **FACILITY INFORMATION**

**Facility Name:** Vermont Agency of Transportation, Edward F. Knapp State Airport

**Mailing Address:** **1979 Airport Road**  
Berlin, Vermont 05641  
Telephone: (802) 223-2221

**Street Address:** **1979 Airport Road**  
Berlin, Vermont 05641

**Owner:** Vermont Agency of Transportation  
PPAID Division  
National Life Bldg., Drawer 33  
Montpelier, Vermont 05633  
Telephone: (802) 828-2709

**Contact Name:** **John Roberti**, Airport Manager  
Telephone: (802) 223-2221(W)

**Other Personnel:** **Geoff Grearson**, (802) 505-1069 (M)

**Location:** The Edward F. Knapp State Airport is located on 1979 Airport Road, on Berlin Street Hwy (Airport Road), One mile south of junction with VT 62 (Central Vermont Medical Intersection).

**Storage Tanks:** (1) 12000 UST Gallon (Aviation gas)  
(1) 12000 UST Gallon (Jet Fuel)  
(2) 120 Gallon ASME Propane

## **SPCC PLAN REVIEW- 40 CFR 112.5(b)**

The District Administrator must complete a review and evaluation of the SPCC plan at least once every three years. Evidence of these reviews shall be recorded in the plan.

Signature

Date

## **MANAGEMENT APPROVAL- 40 CFR 112.7**

**This SPCC Plan has the full approval of management and with the authority to commit resources.**

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**Aviation Operations Manager**

**Date**

## **PAST SPILL EXPERIENCE- 40 CFR 112.7 (a)**

There have been no reported spills.

## **POTENTIAL EQUIPMENT FAILURES - 40 CFR 112.7 (b)**

The potential exists for fluid escape from the tank during the fueling of aircraft. In addition the potential exists for an over fill of the tank. It would be virtually impossible for a catastrophic leak occurring to the UST tank. A tank fill and fueling policy is posted near the tank.

## **CONTAINMENT AND DIVERSIONARY STRUCTURES - 40 CFR 112.7 (c) (1)**

- i The 12000 gallon aviation fuel tank and 12000 gallon Jet fuel tank both have built-in secondary containment. Both tanks are underground.
- ii Weirs, booms, or other barriers are available from local clean-up contractors which are available 24 hours a day. **See Appendix C.**
- iii Sorbent materials are provided on site.

## **DEMONSTRATION OF PRACTIBILITY- 40 CFR 112.7 (d)**

Facility management has determined that additional use of containment and diversionary structures is impractical and is not needed to prevent oil from reaching navigable waters.

## **FACILITY DRAINAGE - 40 CFR 112.7(e) (1)**

The airport does have a storm water drainage system.  
It is unlikely that a spill would ever reach a drop inlet.

## **TRANSFER OPERATIONS, PUMPING AND IN-PLANT PROCESSES - 40 CFR 112.7 (e) (3)**

- i Fuel delivery drivers will follow their company procedures for delivering fuel to the E.F.Knapp State Airport. The Agency will have an employee monitor the delivery when one is present at the facility. At a minimum the tank will be checked for capacity by sticking.
- ii At all times plane fueling operations will be monitored by the airplane pilot or the airport manager. **At no time will the fuel delivery hose be unattended.** Any overfill will be immediately reported to the Agency Hazardous Materials and Waste Coordinator.
- iii The State Airport Manager or the pilot will follow the Agency Spill Reporting Procedures (**See Appendix C**). All Agency resources will be used to minimize the impact of a spill, using sorbent pad and booms. Sand will be used for emergency dikes. **See Appendix A.**

## **INSPECTIONS AND RECORDS - 40 CFR 112.7 (e) (8)**

Weekly visual inspections consist of a complete walk through of the facility property to check for pipe damage or leakage, stained or discolored surfaces. The State Airport also completes an inspection form from the Shell fuel company, a weekly checklist is provided in **Appendix E**. The weekly checklist will be signed and maintained in the office for three years.

## **SECURITY - 40 CFR 112.7(e) (9)**

- i Security lights are located at the facility.
- ii The fuel system has a master switch, which is located near the fuel pumps.

## **PERSONNEL, TRAINING, AND SPILL PREVENTION PROCEDURES - 40 CFR 112.7(e) (10)**

- i Airport personnel have been instructed by management in the operation and maintenance of oil pollution prevention equipment and pollution control laws and regulations.
- ii The Airport Manager, is the primary person responsible for oil spill prevention at the airport.
- iii Yearly spill prevention briefings are provided by the Agency Hazardous Materials and Waste Coordinator to ensure adequate understanding of the SPCC Plan. These briefings highlight any past spill events or failures and recently developed precautionary measures. A simulation of an on-site vehicular spill will be conducted as well as other periodic exercises. Records of that training will be kept at the facility for three years.

## **EMERGENCY TELEPHONE NUMBERS**

**See Appendix C and back cover for emergency telephone numbers, and appendices A, C, D and E for notifications, spill procedures, record of briefings, and facility inspection checklist.**

## **APPENDIX A**

### **Alternative methods to protect the environment from fuel truck deliveries, drum leaks, and tanks without secondary containment for the E.F.Knapp State Airport**

Management has determined that full containment of any single delivery truck compartment can be achieved by equivalent measures without the construction of a permanent containment structure. Fuel is delivered to the site in a tractor trailer truck with a maximum compartment size of 10000 gallons. In the event of a catastrophic failure of a compartment of a delivery truck, we have the ability at this facility to construct a berm or dike in a short time and can effectively prevent a discharge to water. The following procedure will be used at all times for fuel delivery at this facility.

Any 55 gallon drums stored on-site will be on a containment pallet or stored in an area which can contain any potential leak.

Fuel deliveries will not be allowed unless an employee is on site and the tank has been checked for capacity of the delivery.

Emergency booms could be placed around the delivery truck in the event of a spill or delivery truck tank rupture.

Booms and absorbent pads will be immediately available for any small spill.

Environmental Products and Services, Inc. (802-862-1212) will be immediately called if site personnel determine that the spill is beyond their capabilities.



REFERENCE:  
 THE AERIAL PHOTOGRAPH IS FROM 2009 MAP IMAGERY IT IS NOT MEANT FOR DESIGN, LEGAL, OR ANY OTHER USES. THERE ARE NO GUARANTEES ABOUT ITS ACCURACY. DRAINAGE STRUCTURES SHOWN ON THIS PLAN ARE NOT INTENDED TO BE ALL INCLUSIVE OF STRUCTURES THAT MAY EXIST ON THE AIRPORT PROPERTY. LOCATIONS OF FLOOR DRAINS AND ASSOCIATED OUTLETS ARE APPROXIMATE ONLY. DUBOIS & KING, INC. ASSUMES NO RESPONSIBILITY FOR ANY DECISION MADE OR ANY ACTIONS TAKEN BY THE USER BASED UPON INFORMATION OBTAINED FROM THE ABOVE DATA.

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 ENGINEERING • PLANNING  
 MANAGEMENT • DEVELOPMENT

**VERMONT AGENCY OF TRANSPORTATION**  
**E.F. KNAPP AIRPORT**  
 MULTI-SECTOR GENERAL PERMIT PLAN  
 BERLIN, VT

DRAWN BY:	ZDC	DATE:	09/23/2014
CHECKED BY:	HLV	PROJECT NO.:	120588
PROJ. ENG.:	HLV	FIGURE NO.:	2 of 2
SCALE:	NOT TO SCALE		

## Appendix C

### Notification of Federal, State, and Local Authorities:

A. Any incident or event which may result in implementation of this plan requires that the following organizations be notified immediately:

Vermont Agency of Transportation - Operations Division  
Telephone number: **802/229-8740 or 498-7095**

Vermont Department of Public Safety - Emergency Management Division  
Telephone number: **800/641-5005**

Vermont Agency of Natural Resources - Hazardous Materials Division  
Telephone number: **802-828-1138**

B. Any incident where the threat of damage may extend beyond the site:

National Response Center, Washington D.C.  
Telephone number: **800/424-8802**

C. If a spill may endanger ground or surface water:

Environmental Protection Agency, Lexington, MA  
Telephone number: **617/223-7265**

D. In case of evacuation of the complex or as needed in support of containment and control activities:

Fire Department  
Telephone number: **911**

State Police  
Telephone number: **911**

Local Police  
Telephone number: **911**

Ambulance  
Telephone number: **911**

Hospital **911**

## Appendix C

- A. Sand for absorption or diking may be obtained. (Garage stockpiles)
- B. Front-end loader - May be used for ditching or carrying materials.
- C. Fire extinguishers are located in each truck.
- D. Shovels, brooms, rubber gloves and absorbent materials (booms and pads) are all available in the garage stockroom.

One of the following companies must be called when a spill is beyond the ability of site personnel. The Agency of Transportation's Hazardous Materials Section must be contacted at the same time (**802/229-8740 or 498-7095**):

Environmental Products & Services, Burlington, VT  
Telephone: **802/862-1212**

ENPRO Services, Burlington, Vermont  
Telephone: **800/966-1102**

# Appendix D

## RECORD OF SPILL PREVENTION BRIEFINGS

Briefings will be scheduled and conducted by the Agency Hazardous Materials and Waste Coordinator for facility personnel at a minimum of once a calendar year. These briefings will highlight and describe known spill events and potential for spill events. The most likely as well as the worst-case scenarios will be addressed and preventive actions will be reviewed. The regulations will be reviewed as well as the steps taken by the facility to prevent discharges into the navigable waters.

Date: \_\_\_\_\_

Attendees: \_\_\_\_\_  
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Subjects and Issues: \_\_\_\_\_  
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Recommendations: \_\_\_\_\_  
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**APPENDIX E:**

**FACILITY INSPECTION CHECKLIST**

**SPCC INSPECTION RECAP SHEET TOTALS:**

Facility Name:  
**RESPONSIBLE PERSON:**  
**BACKUP PERSON:**

This inspection record will be completed every week. If any response requires elaboration, do so in the comments space.

Sign and date checklist weekly. You may also call me @ 498-7095 or email.

Storage Tanks and other product system connections shall be checked for leakage, drainage, tightness and capping.

Intersticle ports must be free of water

Check Tanks for damaged, rust, or deterioration.

Observations made for evidence of spillage or leakage on concrete surfaces and ground surfaces. Check vents for obstruction.

All AST tanks must be free of ice and snow during the winter months.(Vents )

Check Level gauges for inoperative condition.

When hoses and fittings are not in use make sure they are secure for end of day.

Product piping and Pumps shall be checked for dripping, loose joints, damaged to supports and pipe deflection.

Make sure spill kits and other response or control devices are restocked and stored properly.

Check Fencing, lighting or gates and make sure all is operating and secured.

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC
Weekly Dates:												
Weekly Dates:												
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**COMMENTS:**

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## **Appendix G**

# **AIRPORT SPILL PREVENTION CONTROL And COUNTERMEASURES PLAN**

**The Agency of Transportation intends to minimize the risk of accidental spills from the use of above ground fuel tanks. The following procedures will be followed when a storage tank is being filled, when aircraft are being fueled, and when there is a spill resulting from the operation of the tank.**

### **TANK FILL**

**The fuel delivery driver will follow his/her company's procedures for delivering fuel to the Agency above ground tanks. The Agency will have an employee monitor the operation. At a minimum the tank will be checked for capacity by "sticking" before delivering fuel.**

### **AIRCRAFT FUELING**

**At all times aircraft fueling operations will be monitored by the pilot or airport manager. At no time will the fuel delivery hose be left unattended. Any overfill will be immediately reported to a supervisor.**

### **SPILLS**

**The Airport Manager will follow the Agency Spill Reporting Procedures. All Agency resources will be used to minimize the impact of a spill, using sorbent pads and booms. Sand will be used for emergency dikes. All pilots using this facility shall be made aware of this plan and a copy will be posted on the fueling station shack. All spills over two gallons must be reported to Andy Shively, pager 250-4666, or Mike McAllister.**

**Environmental Products and Services, (802) 862-1212, can be used for spills beyond the ability of the facility to mitigate.**

## **Airports using QT Card Readers systems**

**Pilots must enter in only what they expect to pump into the aircraft fuel tank. All nozzles will be the so called "dead man nozzle".**

# **AVIATION** **EMERGENCY PROCEDURES**

**FIRE OR INJURY – CALL 911**

## **SPILL PROCEDURES**

**In the case of a spill of (2) gallons or more of any hazardous substance, or if any hazardous substance Reaches a waterway, you must follow these instructions:**

**CONFIRMED RELEASE: Within two hours of the confirmed release, greater than 2 gallons:**

- 1. PERFORM EMERGENCY SHUT DOWN**
- 2. PAGE THE HAZMAT COORDINATOR**

**802-250-4666**

- 3. CALL THE AGENCY OF NATURAL RESOURCE**

**Normal Work Hours: 802-828-1138 (ANR)**

**After Hours: (THROUGH PUBLIC SAFETY) 800-641-5005**

## **CATASTROPHIC RELEASE OR FIRE**

- 1. CALL 911**
- 2. PERFORM ALL ACTIONS AND CALLS FROM ABOVE**

**SUSPECTED RELEASE: Within 24 hours of any suspected release, report it to Andy Shively, OR Mike McAllister or ANR at the numbers above.**

**SPILL CONTRACTOR 24/7: ENVIRONMENTAL PRODUCTS AND SERVICES, 1-(800) 977-4559 or ENPRO SERVICES 1-(800) 966-1102**

