

Steamboat Wharf Marina

Standard Operating Procedures

Spill Response

Department:	Marina Operations	
Procedure:	Spill Response	
Date Issued:	April	2006
Date Revised:	November	2015

Purpose of Procedure: To effectively contain and clean up MAJOR spills that can reach the stormwater system. Spills are most likely to occur during loading, unloading, pumping, and transferring high polluting materials – such as when pumping the contents of the pressure-wash system; loading oil/antifreeze/oily rag drums for removal, removing paint containers from the site, etc.

Steps of (SOP) Standard Operating Procedure:

Spill Containment and Stormwater System Shut-Off –

- **Spill Response Plan**
 - Immediate notice of major spills is required of the Steamboat Wharf Marina Spill Response Team, Massachusetts Department of Environmental Protection, Hull Fire Department, and U.S. Coast Guard. All spill clean-up efforts must strictly follow Town of Hull Fire Department and Massachusetts Department of Environmental Protection rules and regulations.
 - Steamboat Wharf Marina's Spill Response Chain-of-Command is:
 - **Andrew Spinale: 781-925-0044; 617-640-0386 (cell)**
 - **Justin Gould: 781-925-0044; 617-721-6438 (cell)**
 - **Manager on duty: 781-925-0044**
 - Spill response equipment and materials are located in the Spill Response Station located inside the Hazardous Material Containment Area. Available spill equipment consists of:
 - Oil skimming socks, hazardous material pillows and containment bags; shovels, buckets, mops, and brooms to be used to pick up the spill off the ground; and personnel protective gear such as impermeable coveralls, gloves, goggles; oil absorbent pads and a bag of absorbent granules; rubber membrane and weights to cover the catch basins to prevent spill from reaching the stormwater system

- **Immediate response actions:**

- Notify the Steamboat Wharf Marina Spill Response Team (781-925-0044); oil spills – The National Response Center – (800-424-8802); and in addition for major spills – Hull Fire Department (781-925-2424; MA Department of Environmental Protection (888-304-1133); U.S. Coast Guard (617-233-3000)
- Collect spill equipment, protective gear and spill materials from the Spill Response Station located next to the Hazardous Material Containment Area.
- Put on protective gear prior to commencing spill containment and cleanup
- Place the rubber membrane under the grate of the catch basin downhill of the spill.
- Clean up the spill on the ground using the spill materials as best suited.
- Dispose of all saturated spill materials in a water tight container.
- Inspect the stormwater tank, catch basins and drainage manholes for signs of contamination. Use the oil skimming socks and absorbent pads as necessary for removal of the contaminant.
- If there is an oil spill in the water, CYN Environmental shall be called at 1-800-899-1038.

- **Spill Response Station** – The Spill Response Stations must be clearly labeled. It must be enclosed and protected from the weather at all times. The spill equipment must be periodically tested for functionality and the spill materials must be kept stocked. The Hull Harbormaster must have access to the Spill Response Station at all times as a means to protect the marina after hours.
- **Spill Reporting** – If there is a significant leak or spill of a toxic or hazardous pollutant a “List of Significant Spills and Leaks Worksheet” must be filled out and the leak/spill must be reported to the National Spill Response Center (800-424-8802), and, if applicable, to the State Fire Marshall’s Office (617-566-4500); U.S. Coast Guard Marine Safety Office (617-223-3000); MA Department of Environmental Protection (888-304-1133); and the Hull Fire Department (781-925-2424).
- **Spill Response Training** – The Spill Response Team and other appropriate personnel must be trained annually in the implementation of a spill response plan. The training must be documented.
- **Proper Spill Clean Up** – The use of detergents and emulsifiers is prohibited on fuel spills.
- **Spill Drills** – Spill drills shall be periodically conducted, at least every 6 months, to evaluate the effectiveness of the Spill Response Plan.

Materials or Tools Needed: Shovels, buckets, mops, brooms, containers, absorbent pads and granules, rubber membrane and weights. Personnel protection: safety glasses, gloves, coveralls.

Evaluation of Procedure: The Marina Operations Manager works with the Spill Response Team to direct and supervise the spill response, and to document and report the spill to the appropriate authorities. The Spill Response Team is in charge of all training, drills, and other documentation. This SOP shall be evaluated annually and updated as necessary.