

**BOARD OF TRUSTEES  
WORKSHOP MEETING  
VILLAGE HALL, 29 VOORHEESVILLE AVE  
MINUTES – OCTOBER 9, 2024**

**PRESENT:** Mayor Richard Straut, Trustees Richard Berger, Sarita Winchell and Kaitlin Wilson, DPW Supervisor Brett Hotaling, Building Inspector/Code Enforcement Officer Steve Mason, Public Safety Commissioner Doug Miller, Clerk Treasurer Daniel Wasserbach III, Executive Assistant Linda Pasquali and Deputy Clerk Treasurer Barbara Maughan

**ABSENT:** Trustee John Stevens, Attorney Richard Reilly

**OTHERS:** Commander Brian Wood, Supervisor David Chase

**CALL TO ORDER**

Mayor Straut called the meeting to order at 6:00 pm at the front of the building at 58 Verda Ave in Clarksville, NY. Attendees were escorted by Public Safety Commissioner Doug Miller into the Albany County Emergency Operation Center for emergency response program training. The tour began at 6:00 pm and included a visual tour of the building with David Chase, Albany County 911 Dispatch Supervisor, followed by a sit-down training session with Brian Wood, who is the Albany County Commander of Emergency Planning. At 7:24 pm the training session ended, and the regular meeting of the Board of Trustees was called to order.

**MAYOR STRAUT**

Mayor Straut announced receipt of a resignation from the Village of Voorheesville Planning Commission by David Prendergast. Members were in support of accepting the resignation and expressed their appreciation to Mr. Prendergast for the services he provided to the Village.

Mayor Straut said that the Village of Voorheesville was recently notified by NYSERDA of official qualification of a \$50,000 match-free grant. A requirement of the grant application is a letter of commitment from the Village of Voorheesville to use the \$50,000 grant award for the purchase of a new battery electric Ford F-150 Lightning to support renewable energy development.

**Trustee Wilson made a motion to authorize the Mayor to sign a Letter of Commitment to NYSERDA to use the \$50,000 grant funds to purchase a battery electric Ford F-150 Lightning pick up truck. The motion was seconded by Trustee Winchell. All were in favor and the motion passed.**

**EXECUTIVE ASSISTANT PASQUALI**

Executive Assistant Linda Pasquali presented Abstract 5a, vouchers #25-00276-00303, in the amount of \$363,710.50 for review.

**Trustee Winchell made a motion, and Trustee Berger seconded to approve payment of Abstract 5a as presented. A vote was called, and the motion passed unanimously.**

**Village of Voorheesville  
Board of Trustees Workshop Meeting – October 9, 2024**

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Executive Assistant Pasquali presented a LOSAP 2023 representation and final agreement letter for approval.

**Trustee Winchell made a motion, and Trustee Wilson seconded to approve the LOSAP 2023 representation and final agreement letter. A vote was called, all were in favor, and the motion passed. Trustee Berger abstained from the vote.**

**PUBLIC COMMENTS**

There were no public comments made.

**NEXT MEETING DATES**


Board of Trustees Workshop Meeting 6:00 pm on October 22, 2024

Board of Trustees Regular Meeting 7:00 pm on October 22, 2024

Board of Trustees Workshop Meeting 6:000 pm on November 13, 2024

**At 7:32 pm the meeting was adjourned upon a motion by Trustee Winchell with a second from Trustee Wilson. The motion passed unanimously.**

Respectfully submitted,

  
Barbara Maughan  
Deputy Clerk Treasurer  
Approved: 10/23/2024

Date: October 1<sup>st</sup>, 2024

To: Mayor Richard Straut

29 Voorheesville Ave

Voorheesville, NY 12186

Dear Mayor Straut,

I, David Prendergast, respectfully resign from the Voorheesville Planning Board, effective October 9, 2024.

I have enjoyed my 17 years on the Board, helping the village to expand in a positive and appropriate manner.

Respectfully,



David J. Prendergast

22 Quail Run

Voorheesville, NY 12186

## **Village of Voorheesville Unauthorized Payment on the Checking Account.**

**\$50,900.80 on 9/30/24.** Metro Ford's email was compromised on 09/25/24. The party controlling this email requested us to perform an ACH to pay for the new truck. Bank information was sent to our email for a bank account not belonging to Metro Ford. The ACH was sent but returned by the bank on 10/2/24.

We have subsequently paid Metro Ford with a physical check that has cleared the bank on 10/9/24.

**\$5,941.75 on 10/1/24.** There was an online ACH payment made to "Mercury Card." We did not recognize the payment and notified the bank. Because it was past the 2-day window, the payment was made. BSNB has told us their executive staff will be reviewing the \$5,941.75 ACH in the coming days and make their determination about a return.

**\$4,097.26 on 10/3/24.** There was an ACH Payment made to "Merrick Bank Mobile Pay" to a "Kathy H Rogers." We did not recognize the payment and notified the bank. The payment was not approved and reversed by the bank.

**\$2,039.68 on 10/8/24.** There was an ACH Payment made to "Chase Credit CRD" for "Michelle Shackelford." The Bank notified us of this payment, which we did not recognize, and it was rejected.

**\$935.52 on 10/9/24.** There was an attempt to make an online payment from our account to "Credit One Bank." Dan saw this on the bank website and notified the bank that we did not make this payment. The Bank is rejecting the payment.

We authorized BSNB to put in Positive Pay on the account on 10/3/24. Positive Pay is an automated cash service that helps banks detect fraud by matching the company's issued check with the check presented for payment. The dollar amount, check number and account number must all match, or the check is flagged and sent back to the issuer for review. We will provide this information to BSNB going forward.

Additionally, BSNB has recommended because the account information has been compromised that we close this bank account and open a new account.

BSNB states that if all signers will remain the same on the new account, email authorization to proceed with opening the new account is all that would be needed. If the board would prefer to hold

# EMERGENCY ORDER

Local Emergency Order for:

\_\_\_\_\_  
(name(s) of area(s)/municipality(ies) affected by this order)

I, \_\_\_\_\_, the Chief Executive

of \_\_\_\_\_, in accordance with a declaration of a State of  
(name of municipality)

Emergency issued on \_\_\_\_\_, 20\_\_\_\_, and pursuant to Section 24 of  
( date SOE was issued)

New York State Executive Law, do hereby order

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

(description of the action ordered and the area(s) affected and the reason for the order)

This order shall take effect

\_\_\_\_\_  
("IMMEDIATELY" or specify date and time)

and shall remain in effect for five (5) days unless rescinded earlier by order of the Chief Executive. This order may also be renewed in (5) five-day increments.

Failure to obey this order is a criminal offense, punishable by law under New York State Executive Law § 24(5).

Signed this the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, at \_\_\_\_\_ o'clock, in ,  
(date) (month) (year) (time)

\_\_\_\_\_, New York.  
(municipality)

\_\_\_\_\_  
(Name) (Signature)

\_\_\_\_\_  
(Witness Name) (Witness Signature)

\_\_\_\_\_  
(Title) (Date)

# STATE OF EMERGENCY DECLARATION

A State of Emergency is hereby declared in \_\_\_\_\_  
effective at: \_\_\_\_\_  
(area within municipality, or entire municipality)

\_\_\_\_\_ on \_\_\_\_\_  
(time) (date)

This State of Emergency has been declared due to

\_\_\_\_\_  
\_\_\_\_\_  
(description of situation)

This situation threatens the public safety.

This State of Emergency will remain in effect for thirty (30) days or until rescinded by a subsequent order.

As the Chief Executive of \_\_\_\_\_,  
(name of municipality)

I, \_\_\_\_\_, exercise the authority given me under  
(name of Chief Executive)

Section 24 of the New York State Executive Law, to preserve the public safety and hereby render all required and available assistance vital to the security, well-being, and health of the citizens of this Municipality.

I hereby direct all departments and agencies of

\_\_\_\_\_ to take whatever steps necessary to  
(name of municipality)

protect life and property, public infrastructure, and provide such emergency assistance deemed necessary.

\_\_\_\_\_  
(Name)

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Title)

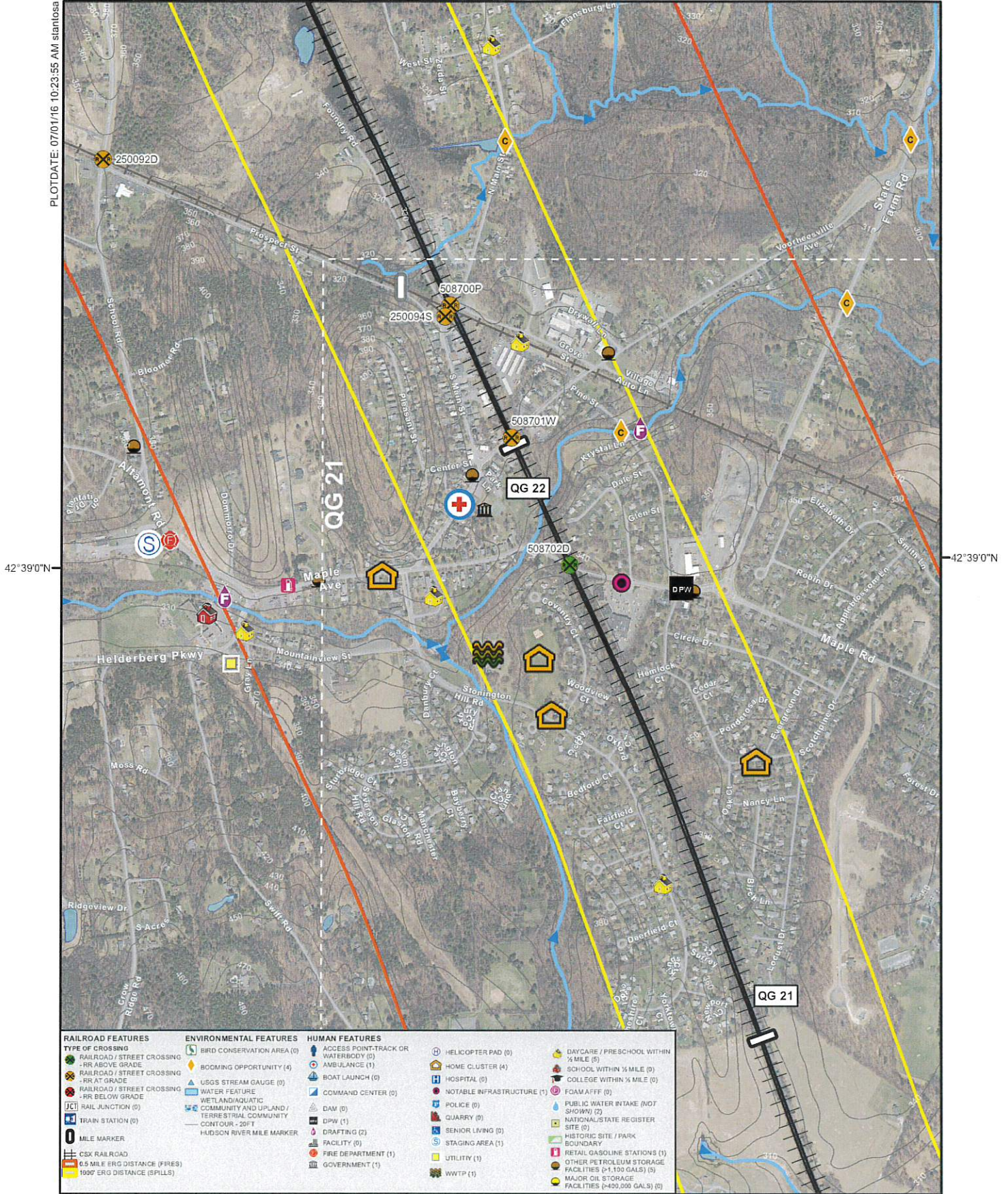
\_\_\_\_\_  
(Date)



# RAILROAD MILE MARK QG 22 - VOORHEESVILLE, ALBANY COUNTY



PLOTDATE: 07/01/16 10:23:55 AM slantosa

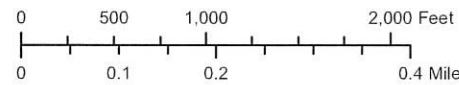


42°39'0"N

RAILROAD FEATURES	ENVIRONMENTAL FEATURES	HUMAN FEATURES
<ul style="list-style-type: none"> <li>RAILROAD / STREET CROSSING</li> <li>RR ABOVE GRADE</li> <li>RR AT GRADE</li> <li>RR BELOW GRADE</li> <li>RAIL JUNCTION (0)</li> <li>TRAIN STATION (0)</li> <li>MILE MARKER</li> <li>CSX RAILROAD</li> <li>0.5 MILE ERG DISTANCE (FIRES)</li> <li>1000' ERG DISTANCE (SPILLS)</li> </ul>	<ul style="list-style-type: none"> <li>BIRD CONSERVATION AREA (0)</li> <li>WATERBODY (0)</li> <li>BOOMING OPPORTUNITY (4)</li> <li>USGS STREAM GAUGE (0)</li> <li>WETLAND/AQUATIC</li> <li>COMMUNITY AND UPLAND / TERRESTRIAL COMMUNITY</li> <li>CONTOUR - 20FT</li> <li>HUDSON RIVER MILE MARKER</li> </ul>	<ul style="list-style-type: none"> <li>ACCESS POINT-TRACK OR WATERBODY (0)</li> <li>AMBULANCE (1)</li> <li>BOAT LAUNCH (0)</li> <li>COMMAND CENTER (0)</li> <li>DAM (0)</li> <li>DPW (1)</li> <li>DRAFTING (2)</li> <li>FACILITY (0)</li> <li>FIRE DEPARTMENT (1)</li> <li>GOVERNMENT (1)</li> <li>HELICOPTER PAD (0)</li> <li>HOME CLUSTER (4)</li> <li>HOSPITAL (0)</li> <li>NOTABLE INFRASTRUCTURE (1)</li> <li>POLICE (0)</li> <li>QUARRY (0)</li> <li>SENIOR LIVING (0)</li> <li>STAGING AREA (1)</li> <li>UTILITY (1)</li> <li>WWTP (1)</li> <li>DAYCARE / PRESCHOOL WITHIN 1/2 MILE (5)</li> <li>SCHOOL WITHIN 1/2 MILE (0)</li> <li>COLLEGE WITHIN 1/2 MILE (0)</li> <li>FOAM AFFF (0)</li> <li>PUBLIC WATER INTAKE (NOT SHOWN) (2)</li> <li>NATIONAL/STATE REGISTER SITE (0)</li> <li>HISTORIC SITE / PARK BOUNDARY</li> <li>RETAIL GASOLINE STATIONS (1)</li> <li>OTHER PETROLEUM STORAGE FACILITIES (&gt;1,100 GALS) (0)</li> <li>MAJOR OIL STORAGE FACILITIES (&gt;400,000 GALS) (0)</li> </ul>



1 INCH = 1,000 FEET



## (MUNICIPALITY) Emergency Delegation of Authority

I, the chief executive officer or chief elected official of \_\_\_\_\_, hereby appoint \_\_\_\_\_ (name) as municipal Incident Commander for responding to / recovering from \_\_\_\_\_ (incident) until \_\_\_\_\_ (date), and have delegated to this individual the authority to perform the following functions:

- Provide overall leadership and accountability for responding organizations
- Ensure incident safety
- Set the incident objectives, strategies, and priorities
- Delegate authority to others
- Coordinate for mutual aid and other external support
- Spend, or commit the municipality to spending, up to \_\_\_\_\_ (note any processes or restrictions below)

Additionally, the following authorities have also been delegated:

The following restrictions have been set on this authority:

Signed this day of \_\_\_\_\_

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(Signature of chief executive officer or chief elected official)

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(Printed name of chief executive officer or chief elected official)

# Railroad Mile QG 22 – Voorheesville, Albany County

**Location:** Town of New Scotland, Albany County  
**Coverage Area:** Village of Voorheesville  
**Railroad Mile Markers:** CSX QG 22.73 to CSX QG 21.05

CONTACT ALL NUMBERS BELOW	
Local Fire  & Police	911
National Response Center (EPA)	(800) 424-8802
DEC Spill Response	(800) 457-7362
CSX Railroad	(800) 232-0144
Canadian Pacific Railroad	(800) 716-9132
Albany County Emergency Management	(518) 765-2353
State Watch Center	(518) 292-2200
Albany County Sheriff	(518) 487-5400

## FIRE/EXPLOSION:

- IDENTIFY PRODUCT(S).
- NOTIFY POTENTIAL RECEPTORS AND RESPONSE CONTACTS.
- REQUEST STATE WATCH CENTER TO MOBILIZE FOAM ASSETS.
- EVACUATE ¼ MILE.
- IF MORE THAN 3 CARS ON FIRE AND NO LIFE SAFETY THREAT, EVACUATE RESPONDERS AND LET IT BURN.
- IF 3 OR FEWER CARS INVOLVED, DOES FIRE THREATEN POPULATIONS OR CRITICAL INFRASTRUCTURE?
  - IF SO, FIGHT FIRE USING FOAM AND WATER. ADDITIONAL FOAM FROM STATE WATCH CENTER. UTILIZE HIGH VOLUME DRAFT POINTS IF POSSIBLE.
  - IF NOT, LET IT BURN. APPLY COOLING WATER TO ADJACENT CARS VIA UNMANNED MONITORS.
- CONSIDER RUNOFF CONTROL MEASURES TO MINIMIZE HEALTH AND ENVIRONMENTAL IMPACTS.

## SPILL/LEAK:

- IDENTIFY PRODUCT(S).
- VAPORS— FLAMMABLE OR TOXIC? APPLY FOAM SUPPRESSION?
- SAFELY REMOVE POTENTIAL IGNITION SOURCES.
- NOTIFY RECEPTOR CONTACTS—1,000 FEET DOWNWIND. EVACUATE OR SHELTER IN PLACE AS NECESSARY.
- NOTIFY RESPONSE CONTACTS. RAILROAD AND/OR NYSDEC MOBILIZE SPILL RESPONSE ASSETS.
- EVALUATE FLOW PATH(S). PREVENT FLOW INTO SEWERS/WATERWAYS WITH BOOM/DIKE/BERM.
- IF SPILL REACHES WATERWAYS, NOTIFY DOWNSTREAM RECEPTORS AND DEPLOY BOOM WHERE POSSIBLE.

## DERAILMENT/ACCIDENT (NO OBVIOUS FIRE OR LEAK)

- IDENTIFY PRODUCT(S).
- NOTIFY RESPONSE CONTACTS.
- REMOVE POTENTIAL IGNITION SOURCES.
- ESTABLISH SECURE PERIMETER.

## GEOGRAPHIC ACCESS

**Primary access route:** I-90 E to exit 25A for I-88W. Take exit 25, turn left on Becker Rd, and right on Duaneburg Rd (Rt-7). Turn left on Pangburn Rd, left on Parkers Corners Rd/ W Old State Rd, right onto NY-158S, left on NY 146, right on Depot Rd (Rt-201), and left on Prospect St into Voorheesville.  
**Alternative access route(s):** Maple Rd (Rt-85A) provides access from the south and Normanskill Rd (Rt-306) provides additional access from the east.

## RAILROAD ACCESS

Access is available at various crossings including N Main Street (508700P) and Voorheesville Ave (508701W).

## NOTIFICATION AND EVACUATION - FROM N TO S

### DOWNWIND CONSIDERATIONS

- Suzie's Zoo Daycare:** 518-765-5042
- Serendipity Day Care Center:** 518-765-2399
- Voorheesville Village Hall/Water Dept.:** 518-765-2698
- Voorheesville Area Ambulance Service, Inc.:** 518-765-2344
- Voorheesville Village Condo/Townhouses:**  
80D Maple Ave. Voorheesville, NY 12186
- Voorheesville Shopping Center:** 518-765-2629
- Voorheesville Elementary School (outside ½ mile):** 518-765-2382
- Voorheesville First United:** 518-765-2743
- The Kids' Club, Inc.:** 518-765-2043
- Stonington Hill Neighborhood:** Stonington Hill Rd, Voorheesville, NY 12186
- Voorheesville Village Park:**  
Stonington Hill Rd, Voorheesville, NY 12186
- Scotch Pine Neighborhood:** Scotch Pine, Voorheesville, NY 12186
- Home Daycare (Paula J. Handen):** 518-765-3236

### DOWNSTREAM CONSIDERATIONS

- Salem Hill Sewage Treatment Plant:** 518-765-4433
- Bethlehem Water Treatment Plant:** 518-767-0024

## ICP / STAGING

- Albany County Emergency Management:**  
58 Verda Ave, Clarksville, NY 12041
- NYS Department of Environmental Conservation, Region 4 Office:**  
1130 North Westcott Rd, Schenectady, NY 12306
- Voorheesville Fire Department:**  
12 Altamont Rd, Voorheesville, NY 12186
- Five Rivers Environmental Education Center:**  
56 Game Farm Rd, Delmar, NY 12054

## SITE AND SEASNAL CONSIDERATIONS

- A high voltage substation is located within this geographic area. Notify National Grid to report an emergency (800-867-5222).
- Voorheesville public water supply located within the geographic area. Contact the Public Works Department (518-765-4512) for additional information.
- Stonington Hill and Scotch Pine neighborhoods have limited egress.
- Waterbodies may be frozen during winter months.
- Notify NYSDEC Spill Hotline (800-457-7362) for any wildlife impacts.

## FIRE SUPPRESSION

- High Volume Class B Foam Trailer:**  
North (15 min) - Northeastern Industrial Park, 2 Van Buren Blvd, Guilderland Center, NY 12085  
East (25 min) - 26 Broad Street, Albany NY 12202  
East (30 min) - Schuyler Heights Fire Department;  
900 1st St, Watervliet, NY 12189
- Voorheesville Fire Department:** 518-765-4048
- New Salem Volunteer Fire Department:** 518-765-2231
- Water Drafting:** Vly Creek at Pine St
- Water Drafting:** Vly Creek at Maple Ave

## WATER RESPONSE STRATEGIES

- Boom:** Deploy boom at downstream location ahead of oil migration.
- Un-named Tributary: N Main St (-73° 55' 38.95", 42° 39' 33.21")
- Un-named Tributary: State Farm Rd (-73° 54' 55.59", 42° 39' 32.94")
- Vly Creek: State Farm Rd (-73° 55' 02.64", 42° 39' 20.11")
- Vly Creek: Pine St (-73° 55' 26.84", 42° 39' 10.12")

## BERMING RESOURCES

- Voorheesville Department of Public Works:** 518-765-4512
- Albany County Department of Public Works:** 518-765-2055
- Town of New Scotland Highway Department:** 518-475-0385
- NYS DOT Region 1 (Voorheesville):** 518-765-2849
- William M Larned & Sons Inc.:** 518-374-6961
- Callanan Industries, Inc. (Schenectady):** 518-357-0036



2016  
Emergency  
Response  
Guidance



Strategic and  
Tactical  
Guidance for  
Rail Involving  
Crude Oil

