

**2013 Minutes of the CUTCHOGUE FIRE DISTRICT Page 1 of 8**

**May 14, 2013**

The January meeting of the Cutchogue Fire District was called to order by Commissioner Chairman Arthur Brewer, at the Cutchogue Firehouse, at 8 pm with the Flag Salute.

**Roll call was taken as follows:**

Arthur Brewer, Commissioner	Present
Robert A. Fisher, Commissioner	Present
James R. Fogarty Jr. Commissioner	Present
Joseph S. Zuhoski Jr., Commissioner	Present
Sanford Friemann, Commissioner	Present
Peter Zwerlein, Treasurer	Excused
Matthew J. Martin, Secretary	Present

Motion was in order to accept the previous minutes and treasurers' report as printed and distributed. Motion by Commr Fisher seconded by Commr Fogarty, motion carried unanimously.

Treasurer Zwerlein had previously provided current bills for board approval totaling \$80,048.12, so moved by Commr Zuhoski, seconded by Commr Friemann, motion approved unanimously. A copy thereof is on the last page of these minutes as Attachment #1.

**Correspondence:**

Letter received from Chief Antone Berkoski informing that he has suspended Firefighter Leander Glover Jr. for conduct unbecoming a Firefighter as of April 17<sup>th</sup> 2013. Chairman Arthur Brewer reviewed the letter along with the Statement of Charges signed by Chief Berkoski, as well as supporting papers and an affidavit that the Secretary of the Fire District had served Mr. Glover with these charges, notifying him that a hearing would be held at the meeting of May 14<sup>th</sup>.

Report received from Appraisal Affiliates Inc. updating our fire districts property along with an invoice attached thereto.

A Reminder received from Treasurer Zwerlein requesting that the work policy for the fire district be updated to indicate that the normal work week shall run from Wednesday to Tuesday. The Treasurer also requested that the attached policy for using Time Cards be adopted by the board at this meeting. Copy on File in District Office. Following a brief discussion, Commr Fisher so moved the above two requests from the Treasurer and was seconded by Commr Friemann and unanimously carried by the board.

Thank you letter received from New York State Association of Fire Districts Secretary, Joseph P. DeStefano for his reelection on April 19<sup>th</sup>, 2013.

**May 14, 2013 continued:**

Also received from the NY State Assn. of Fire Districts announcement of the 141<sup>st</sup> Convention to be held in Albany, NY on Aug. 21-23, 2013.

Thank you note received from our former Firehouse Attendant Ken White Jr. for the invitation to our annual Installation Dinner held on April 6<sup>th</sup>.

Inquiry and proposal from Elite Towers concerning the installation of Wireless Phone Tower on District property, no action taken.

Letter from Suffolk County Water Authority informing of the installation of water main on Oak Drive west of Broadwaters Drive and if we will require a hydrant. Commr Fogarty has reviewed the drawings and recommends the installation of one fire hydrant. Commr Fogarty made a motion to install the hydrant and Commr Fisher seconded followed by unanimous approval from the board.

Letter received from the United Fire Co. #1 referencing their May 2 meeting informing that Alyson Reiter #491 has resigned from the company and resignation accepted.

Also, James Burns was elected member No. 561 and his application package enclosed. Motion by Commr Robert Fisher to approve James Burns as a member of the United Fire Company NO.1 as an active member on probation per the by-laws. Motion seconded by Commissioner Friemann and motion unanimously carried.

**Commissioners reports:**

**Commr Brewer** announced the LIPA contract to change out all our old inefficient light bulbs and fixture in the firehouse has been completed and found most efficient. Several members of the Ladies Auxiliary spent a few days cleaning and organizing the kitchen and deserve a letter of commendation for their efforts. Secretary was directed to send a letter of thanks to the Auxiliary.

**Commr Fisher** advised that the board should review and update our various policies now in use or others that need to be adopted. He and the chairman plan to discuss these with our attorney.

Telephone bills have been reviewed and some cost savings are available in both wireless plans and the Hard Wired house phones. Commr Fisher moved that we retain Mr. Peter Corwin's company to make the necessary changes in our rates. His commission is one-third of the savings for the first month.

The elevator in the south wing is out of service and under a service contract for repair.

**Treasurer Zwerlein** has previously suggested we use an outside payroll company to do our payrolls and has submitted two companies for consideration, namely ADP and Pay Check Systems.

**May 14, 2013 continued:**

**Paycheck Systems being the less expensive of the two and so moved by Commr Fisher, seconded by Commr Friemann to adopt their service if agreeable with the Treasurer, motion carried unanimously.**

**Commr Fogarty** informed that the 5K foot race was held here on last Saturday the 11<sup>th</sup> for benefit of the Cancer Society and was a success. On behalf of the race committee, he thanked the board for use of the grounds and the members who assisted in various ways.

**Commr Zuhoski** has been busy seeing that our fleet of vehicles has been inspected and maintenance is up to date. He commented that someone is leaving anonymous notes in the maintenance room for vehicle repairs and that proper notification procedures should be followed.

**Commr Friemann** stated that the district insurances are up to date and that the issue with LOSAP payments has been resolved. Our carrier will now be using Mass Mutual to handle the post retirement payments and starting in June they will be on a Three Month in advance payment plan.

The new Chief's car is to be built by the end of this week and we should take delivery by mid-June if all goes well.

Chief Berkoski's report:

**Activities**

1. May 13<sup>th</sup> @ 6pm Coast Guard Classes at Riverhead FD
2. May 20<sup>th</sup> @6pm Coast Guard Classes at Riverhead FD
3. May 8<sup>th</sup> Junior Fire Fighters permission to use the grounds
4. May 16<sup>th</sup> In House Training Boat/Driving @ 7pm
5. May 21<sup>st</sup> Yaphank Class A
6. May 30<sup>th</sup> Rescue Squad Meeting
7. May 11<sup>th</sup> Run at Fire House- Four Our Mom's 5K
8. May 23rd Officers meeting
9. May 27<sup>th</sup> Memorial Day Parade, Greenport, 0900 hrs.

**Request**

May 25<sup>th</sup>- New Suffolk Water Front Society request for a driver and truck  
8-5-5 or 8-5-3

May 17<sup>th</sup> - stand by at Riverhead Fire Dept. Need engine and crew  
8-5-16

May 14, 2013 continued:

- Lamp/lantern
- One Vulcan single filament hand held lantern
- Need more back boards and straps
- C and AA batteries in individual packages

\*\*June 2<sup>nd</sup> request to use fire house for scholarship breakfast

Motion by Commr Fogarty, seconded by Commr Zuhoski to approve the above chiefs Activities & Requests, motion unanimously carried.

### **Repairs**

1. **8-5-1** air horn not working  
Leak in front suction drain, rusted by ball valve, needs to be welded
2. **8-5-3** tank gauge not working always reads full.  
Tank fill valve leaks  
Drivers side front red light out  
Officers side rear tail light out  
Humet valve now on 8-5-4  
Generator not serviced since 2009  
Alt. suggestion - Replace truck
3. **8-5-4** passenger side rear marker lite out  
Front inlet air valve not working  
Deck gun valve leaks when closed  
Deck gun gauge (on gun) not working  
Deck gun by pass gauge not working  
Volume/pressure valve in-opp (stuck)  
Main pump drain in-opp  
Rear front inlet drain broken  
Missing one small led survivor lite  
Both mallets broken  
Main drain (T-handle) won't open  
Petot meter not working  
Deck gun gauge not working on pump panel (pink gauge)
4. **8-5-7** Low Band Radio not working (not transmitting- bad mic)  
On /Off condition

May 14, 2013 continued:

5. **8-5-12** passenger side exterior door handle is broken, interior door handle must be used to open door

Commr Zuhoski to review all the above.

Captain William Burns advised that well pumping in process and will have a report at next board meeting.

Pat Kaelin informed that the Rescue Boat will go to Shinnicock for inspection.

**Commr Fisher** went on to report that our computer dispatch and records program has been updated with the firehouse bulletin board alarm activity information and the addition of direct paging to member cell phones for both alarms and special messages. Although, when the town police department dispatches us, certain basic information is sent to our server with the alarm location. With the system being operational it is now easy for our dispatch attendants to enter other related alarm data into the computer program and ultimately checked by the Departments secretary for accuracy.

Commr Fisher believes that training will begin shortly and hopes to have it in service within a month.

Hearing no further business to come from the audience, Chairman Brewer requested Attorney Richard Lark to present Fire Chief Berkoski's matter concerning the suspension of Leander B. Glover Jr.

Mr. Lark informed the Board that Firefighter Glover had received a copy of all of the charges and supporting papers and was present at the meeting.

Mr. Lark reviewed with the Board the Notice of Hearing, Statement of Charges, Supporting Affidavits and the documents. He amended the date in the Statement of Charges from April 14, 2013 to April 17, 2013. The Fire District employee, Michael Lessard Sr., then testified as to what he observed on the afternoon of April 17, 2013, which testimony basically followed his affidavit of April 17, 2013. After Mr. Lessard testified, Mr. Lark asked Mr. Glover, who was present, if he would like to make any comment or be sworn in and testify. Mr. Glover replied, "No", but indicated that Mr. Lessard's statements as he presented them to the Board were true

Mr. Lark then summarized the facts and stated to the Board that Chief Berkoski had sustained his burden of proof and clearly established a case that Firefighter Glover was guilty of the charges as presented to the Board.

Motion by Commr Robert Fisher, seconded by Commr James Fogarty Jr. to enter Executive Session to discuss the proceedings, motion carried unanimously at 8:53 pm.

**May 14, 2013 continued:**

**Executive Session;**

Present were Chairman Arthur Brewer, Commissioners Robert Fisher, James Fogarty Jr., Joseph Zuhoski Jr., Sanford Friemann and Secretary Martin.

The Commissioners reviewed the charges concerning Firefighter Glover and all of the supporting papers and affidavits and, after a brief discussion amongst themselves, the Executive Session was terminated.

At 9:20 pm chairman Arthur Brewer reconvened the monthly board meeting with all board members listed previously being present.

Commissioner Brewer made a statement that the board has reviewed and discussed, amongst themselves, the charges brought forth by Chief Berkoski and the supporting evidence in Executive Session and then asked the Board members for any further discussion on the matter. There being no discussion, on a MOTION made by Commissioner Robert Fisher that Firefighter Leander B. Glover, Jr. be suspended for a period of 180 days, commencing immediately, as his conduct on April 17, 2013 was unacceptable and unbecoming a member of the Cutchogue Fire Department. Further, Chief Berkoski be directed to retrieve all issued Fire Department turn-out gear, Minitor, etc. in the possession of this firefighter, and further it was ordered that the Fire District Secretary personally serve this firefighter a letter outlining his suspension and place this resolution in his personnel file.

The motion was duly seconded by Commissioner James Fogarty, Jr. and the following vote was taken:

Commissioner Brewer:	Voting Aye
Commissioner Fisher:	Voting Aye
Commissioner Fogarty:	Voting Aye
Commissioner Zuhoski:	Voting Aye
Commissioner Friemann:	Voting Aye

Motion was duly carried.

With no further business to come before the board of fire commissioners, Chairman Brewer called for adjournment and so moved at 9:25 pm.

Matthew Martin  
Fire District Secretary

**2013 Minutes of the CUTCHOGUE FIRE DISTRICT Page 7 of 8**

May 14, 2013 continued:

Attachment No. 1

<b>Cutchogue Fire District Abstract of Transactions For Approval <u>May 14, 2013</u></b>	
<b>Pay To</b>	<b>Amount</b>
ACADEMY PRINTING.....	\$151.24
APPRAISAL AFFILIATES INC.....	\$800.00
BOUND TREE MEDICAL LLC.....	\$1,038.34
BROADVIEW NETWORKS.....	\$446.22
CABLEVISION OF RIVERHEAD.....	\$423.47
CAPITAL ONE, N.A. CORP. CARD.....	\$537.18
COASTAL FIRE SYSTEMS INC.....	\$659.92
COLONIAL COFFEE SERVICE.....	\$823.15
CUTCHOGUE HARDWARE.....	\$5.09
DEB SYSTEMS LTD.....	\$1,480.00
FIRE END & CROKER.....	\$24,953.50
FIREMATIC SUPPLY.....	\$561.80
HELLO ALERT.....	\$2,091.26
IMPERIAL BAG & PAPER CO LLC.....	\$159.60
IVY LEAGUE FLOWERS & GIFTS.....	\$162.50
LIPA.....	\$1,829.51
LONG ISLAND TRUCK PARTS, INC.....	\$55.00
LOYAL BUSINESS MACHINES.....	\$350.00
MARTIN C. AUTOMOTIVE SUPPLY.....	\$465.95
MATTITUCK ENVIRO SERVICES.....	\$264.50
MCBETTS RACING ASSOCIATES.....	\$5,295.00
NATIONAL GRID.....	\$861.90
NEW SUFFOLK SHIPYARD.....	\$1,040.92
NEXT PHASE THE.....	\$350.00
NORTH SHORE EXTERMINATING.....	\$195.00
NYS DEPT. OF CIVIL SERVICE.....	\$770.09
NYS EMPLOYMENT TAXES UI.....	\$313.49
ORLOWSKI HARDWARE COMPANY.....	\$45.75
PAYROLL.....	\$14,347.76
PETRO COMMERCIAL SERVICES.....	\$1,749.98
PHYSIO-CONTROL, INC.....	\$450.00
PRIME CARE MEDICAL OF LI.....	\$1,170.00
QUEST DIAGNOSTICS.....	\$527.53

**2013 Minutes of the CUTCHOGUE FIRE DISTRICT Page 8 of 8**

<b>RICH'S QUALITY AUTO BODY.....</b>	<b>\$250.00</b>
<b>RIVERHEAD BRAKE SERVICE LLC.....</b>	<b>\$45.00</b>
<b>SHEEHAN &amp; COMPANY.....</b>	<b>\$9,775.00</b>
<b>SMITH JEFFREY.....</b>	<b>\$32.19</b>
<b>SOUTH SHORE FIRE &amp; SAFETY.....</b>	<b>\$2,236.80</b>
<b>TAPS WELDING SERVICES.....</b>	<b>\$62.00</b>
<b>TECHNOLOGY REFLECTIONS, INC.....</b>	<b>\$1,234.40</b>
<b>UNITED FIRE COMPANY NO. 1.....</b>	<b>\$361.43</b>
<b>UNITED STATES TREASURY EFTPS.....</b>	<b>\$1,097.59</b>
<b>UPS.....</b>	<b>\$16.76</b>
<b>VERIZON WIRELESS.....</b>	<b>\$450.77</b>
<b>VILLAGE OFFICE SUPPLY.....</b>	<b>\$69.58</b>
<b>ZUHOSKI JOSEPH JR.....</b>	<b>\$40.95</b>
<b>Total bills for approval 5/14/2013.....</b>	<b>\$80,048.12</b>

End.