

2020 Minutes of the CUTCHOGUE FIRE DISTRICT Page 1 of 5
June 9th, 2020

The regular monthly meeting of the Cutchogue Fire District was called to order by Matthew Martin, Chairman of the Board of Fire Commissioners. The Chairman stated the monthly meeting was an essential function of the Cutchogue Fire District and was being held in the Company room which allows for social distancing during the Covid19 pandemic.

The meeting is being attended by the Board of Fire Commissioners as the Fire Chiefs and other interested parties have been afforded the opportunity to send in written reports or make telephone calls during the meeting requesting any information they wish to be presented to the Board.

Roll call of the Officers taken as follows; Matthew Martin, present; Joseph Zuhoski Jr, present; Sanford Friemann, present; David Blados, present; Michael Finnican, present; Treasurer Peter Zwerlein, present and Secretary Matthew Martin, present. A quorum was declared. Comr. Friemann and Treasurer Zwerlein attending via Skype for health reasons. Chiefs Shalvey and Meringer were present along with Captain Voegel.

Motion to accept the May 12, 2020 minutes as Emailed to commissioners.

Motion by Comr. Blados seconded by Comr. Finnican, motion carried unanimously.

Motion by Comr. Blados to approve the May/June Treasurer's report as printed and submitted to the Commissioners. Motion seconded by Comr. Friemann, carried unanimously.

Motion to approve the total of the May/June Audited Bills presented by Treasurer Zwerlein totaling \$50,044.29. Motion by Comr. Blados, seconded by Comr. Zuhoski, motion carried unanimously. A copy thereof is on the last page of these minutes as Attachment #1.

Correspondence:

Announcement received from Fire District Mutual of NY Insurance Co. informing of their annual meeting on Saturday July 18, 2020 at their office in Pearl River, NY at 8:00 am.

Announcement from FASNY that their Annual Meeting will be held on August 8, 2020 at the Albany Hilton for one day only.

Letter of resignation from Member C. Bieber, effective March 6th, 2020. Motion by Comr. Friemann to accept her resignation with regrets, seconded by Comr. Finnican, carried unanimously.

Email from Ms. Snow of the Census Bureau seeking facilities to host training sessions for their new applicants. Discussion followed. The firehouse is not available for public use due to the nature of our operations. Motion by Comr. Blados that the firehouse is not available for public use, seconded by Comr. Zuhoski, carried.

The Assoc. of Fire Districts will again host a web meeting on Saturday June 13th. Registration required on their website for access.

The NYS Office of State Comptroller will also host a webinar on June 24th, 10:00am to 11:00am covering Reporting Requirements for Fire Districts.

The annual meeting with VFIS here at our firehouse has been postponed to a later date for Covid reasons.

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Commissioner's reports:

Comr. Martin:

- The Town wide digital paging system is completed and operational. Integrated Wireless have made two proposals to upgrade our present Repeater Radio to improve our radio transmissions. The cost for the Repeater, installed, is \$8,224.00. The second proposal is to upgrade of UHF Base Control Station for the Town Wide paging and a new Omni Directional Antenna, installed, for \$6,330.00. The total for both quotes is \$14,554.00, discussion ensued with the opinion that these upgrades are essential for our radio communications with the present equipment being old and outdated. Motion by Comr. Blados to upgrade our Radio Repeater and Paging systems with IWT for the total expense of \$14,554.00 and to fund the cost of the radio communications upgrades, by modifying the 2020 budget by transferring a total of \$14,500.00 TO Account No. 201.003, Equipment Outlay-Other, FROM the following accounts,

- \$10,000 from Account No. 408.001, Drills, Parades, Inspections.
- \$4,500.00 from Account No. 417.002, Insurance, Liability & Property.

Motion seconded by Comr. Martin, carried unanimously.

- Our present Avtec Windows 7 computers require updating to Windows 10 to receive the latest Avtec software upgrade. Parts and Labor total \$679.88. Discussion ensued. Motion by Comr. Blados to have Window 10 software installed in the Avtec radio computer with parts and labor for \$679.88. Motion seconded by Comr. Zuhoski, unanimously carried.
- Due to the recent installation of additional security cameras, that interface with our present computer system, and it was found not to work with all our terminals. A third party was requested to survey of system to determine any inadequacies. Several concerns were reported for the Server and workstations and the Network infrastructure requiring equipment updating and the latest software installations. Discussion followed and was noted that we should have a presentation on the status of our computer system. Motion by Comr. Friemann to have a salesman visit and give an overview of their services. Secretary to arrange the meeting date. Motion seconded by Comr. Zuhoski, carried unanimously.
- During the servicing of our Stryker/Physio Control equipment and defect in the software security was discovered and had to be immediately addressed. Rescue Captain Michalak and Garrett Lake have followed up with this and making the necessary remediation with testing satisfactory.
- It was also noted that the data modems in the two Ambulances were Verizon 3G and this system would expire by the end of this year. 4G modems were suggested to be installed by November to comply with present system specifications. Stryker has proposed the Verizon 4G Modem for \$988.10 each for a total of \$1976.20 for two. Discussion followed. Motion by Comr. Blados to purchase the two 4G modems to update our ambulances communications, seconded by Comr. Finnican, carried unanimously. Treasurer to review available funding for expenses.
- Generator Fuel Tank: The Engineer who is filing the application has informed us that the application has been forwarded to the Dept. Of Health for approval.
- The present laptop computer used for Remote Board Meetings, etc. is many years old and obsolete, it should be replaced? Discussion ensued noting that the cost is between \$500-750.00. Motion by Comr. Blados to purchase a suitable new Laptop Computer for Remote access and training use. Seconded by Comr. Martin, carried unanimously.

Comr. Zuhoski, all vehicles, and equipment are in good order and repairs up to date.

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Comr. Friemann informed the board that the airhorn is showing signs of worn diaphragms and require replacing. Member Dave Forhkolb has replacement discs and would install them at no charge to the district. Motion by Comr. Friemann to have Mr. Forhkolb make repairs to the air horn, motion seconded by Comr. Blados, carried unanimously.

Also noted, flowering plants have been installed around the signage board by the custodian.

Comr. Blados advised that the fire wells have had the usual exterior annual maintenance.

Comr. Finnican stated that the new uniforms for the custodians have arrived and distributed. Member Kasper Michalak application for employment is in process and training to begin soon.

Chief Thomas Shalvey's Report:

Fire School/Training:

- 1) 11-Jun Yaphank Drill advanced extrication 20 members to attend. Will use sufficient vehicles to practice social distancing among members.

Activities:

- 1) 15-Jun Request to set up ladder/flag at Cutchogue East School for 6th grade graduation.
- 2) 22-27-Jun 8-5-30 out of town. Car will be offered to Lieutenants by seniority.
- 3) 13-Jun Highway cleanup on Rt. 48 per adopt-a-highway contract with Suffolk County.
- 4) 04-Jul Request to do motorcade type parade in New Suffolk with limited members for 4th of July.
Motion by Comr. Zuhoski to approve Activities 1-4, seconded by Comr. Blados, carried unanimously.

Equipment/Repairs:

- 1) 8-5-4 Problem with shore power outlet. Comr. Zuhoski to call Electrician.
- 2) Rust forming on Officers side over wheel well
- 3) 8-5-31 car inspection due. Comr. Zuhoski to do.

Requests:

- 1) Request to begin reopening of fire house on a limited basis. Members allowed in for coffee/refreshments/clean-up. Houseman to continue signing in members.
- 2) Request to hold Company meeting week of June 15-19 in building across the street or parking lot, practicing proper social distancing.
Motion by Comr. Friemann to have Board secretary to contact the attorney for the state association for determination on NYS guidelines for requests 1 & 2. Seconded by Comr. Finnican, carried unanimously.
- 3) Request from town for a letter requesting dredging of the entrance to the New Suffolk boat launching ramp and separate letter for ramp repair.
- 4) Schedule fitting for turnout gear.
- 5) Need new charging cord for CO detector on 8-5-5 \$55.00 quote attached.
- 6) Request permission to train on boat.

Motion by Comr. Blados to approve above items 3-6, seconded by Comr. Zuhoski, carried unanimously.

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Old Business:

- 1) Attached is updated list of members opting to not attend alarms due to COVID-19 concerns or quarantine 4 less than last month. 16 total.
- 2) Permission to schedule heavy rescue demo for possible replacement of 8-5-5 in the near future.
- 3) Status of Minitor order. Order has been placed.
- 4) Ricoh copier still malfunctioning. Will replace with different copier.
- 5) Status of new 8-5-30 car for 2021. Specifications to be made soon.

New Business:

Chief informs that the District Boundary Signs on New Suffolk Avenue have been damaged and replacement is needed. Discussion followed noting that we usually share the cost with the adjacent district. Motion by Comr. Blados to replace the sign and to share the expense with the Mattituck Fire District. Seconded by Comr. Friemann, carried unanimously.

Motion to adjourn at 8:55pm by Comr. Blados, seconded by Comr. Friemann, carried unanimously.

Matthew J. Martin
Fire District Secretary

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Attachment #1

Draft #3