

**2020 Minutes of the CUTCHOQUE FIRE DISTRICT Page 1 of 7**  
**December 15th, 2020**

The regular monthly meeting of the Cutchogue Fire District was called to order by Matthew Martin, Chairman of the Board of Fire Commissioners, at 8pm. 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, absent; Sanford Friemann, present; David Blados, present; Michael Finnican, present; Treasurer Peter Zwerlein, present, A quorum was declared. Chiefs Shalvey, Meringer and Brewer were also present.

Motion to accept the November 10<sup>th</sup> & 23rd 2020 minutes as Emailed to commissioners.  
Motion by Comr. Blados seconded by Comr. Friemann, motion carried unanimously.

Motion by Comr. Blados to approve the December Treasurer's report as printed and submitted to the Commissioners. Motion seconded by Comr. Finnican, carried unanimously.

Motion to approve the total of the November/December Audited Bills presented by Treasurer Zwerlein, in the amount of \$217,250.18. Motion by Comr. Blados, seconded by Comr. Finnican, motion carried unanimously.

A copy thereof is on the last page of these minutes as Attachment #1.

**Correspondence:**

Results of the District Elections, submitted by the election committee, indicated that Christopher Talbot was elected Commissioner for a 5-year term commencing on January 1, 2021. All reports filed with the Southold Town Clerk by the Secretary and on file in the District Office. Motion by Comr. Blados to accept the report of the Election Committee, seconded by Comr. Friemann, carried unanimously.

Quotation received from Franklin Bronze Plaques in the amount of \$334.00 for a dedication plaque for the newest pumper 8-5-2. Motion by Comr. Friemann to purchase the plaque from Franklin Bronze per the quote. Seconded by Comr. Blados, carried unanimously.

Quotation received from Hendrickson Fire Equipment Company for the list of equipment needed, by the Chief, for the new pumper. Listed items totaled \$21,072.00.

Quote received from South Shore Fire Equipment for the list of equipment, excluding tools package, submitted by Chief Shalvey for the new pumper, in the amount of \$ 10,647.92.

Discussion followed on the above two quotations by comparing each item separately. It was determined that South Shore was the lowest bidder and should be awarded the purchases. Motion by Comr. Friemann to purchase the equipment quoted that will be used on the new Pumper 8-5-2. Seconded by Comr. Blados, carried unanimously. Comr. Friemann to meet with Chiefs to ensure proper specifications are met.

Letter from United Fire Company NO.1 with a list of newly elected officers for the year 2021, on file.  
Application received for elected new member Lori Levinson #600.  
Motion by Comr. Blados to approve the election of Company Officer for the ensuing year.  
Seconded by Comr. Finnican, carried unanimously.

Motion by Comr. Friemann to accept Lori Levinson as a new member, on probation, to the United Fire Company No.1. Seconded by Comr. Blados, carried unanimously.

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Received from Hendrickson Fire Equipment Co., copy of the signed purchase contract for the new Pumper designated as 8-5-02.

Notice from Southold Town Assessors advising that our Agricultural Exemption Renewal Application will be renewed provided there were no changes since last. Chairman to sign and return.

Also, received from Southold Town Assessors the Tax Bill for the Cox Lane Property, leased to 8-Hands Farm in the amount of \$309.79. Motion by Comr. Martin to pay the Tax Bill on the Cox Lane Property immediately, to avoid penalty, seconded by Comr. Friemann, carried unanimously.

Discussion arose on the present lease for the Cox Lane Property in the amount of \$1,000.00. Motion by Blados, seconded by Friemann to table the discussion till the January meeting. Motion to table, carried unanimously.

Email from Suffolk County EMS Services requesting renewal of our Ambulances Services-Contract commencing January 1, 2021. Motion by Comr. Blados to renew the Ambulance Services Contract with Suffolk County EMS, and to have the secretary complete the contract compliance documentation, seconded by Comr. Finnican, carried unanimously.

Received a Contract from our Auditors, Sheehan & Company, an outline of their services provided to complete the Annual Financial Report Update Document (AUD) in the amount of \$14,000.00. Motion by Comr. Blados to continue with Sheehan & Company for our annual audit, as outlined within the contract. Motion seconded by Comr. Finnican, carried unanimously.

Letters received from Chief Shalvey placing member #484, S. Cavalier on Medical Inactive List as of Nov. 18, 2020. Also placing #524, A. Parks on Medical Inactive List as of December 8<sup>th</sup>, 2020, subsequently removed on December 14<sup>th</sup>, 2020. For information only.

Received from Suffolk County Department of Health Services Renewal of our Hazardous Material Storage for Diesel Tank #3. Renewal fee is waived. Motion by Comr. Friemann to have the secretary complete the form and file with the county health services. Motion seconded by Comr. Blados, carried unanimously.

Letter from Waterway Inc informing that apparatus weight service is due. Cost is \$30.00 per axel. Discussion ensued on the frequency of this service and was it necessary, no action was taken.

Letter received from the Cutchogue Fire Department a copy of the minutes notifying of the Nominations for Departmental Offices held on Thursday December 3<sup>rd</sup> at 7:30pm at the firehouse. Results of the nominations, by written ballot, were as follows:

Chief of Department	Amos Meringer
1 <sup>st</sup> Assistant Chief	William Brewer
2 <sup>nd</sup> Assistant Chief	Christian Voegel
Department Secretary	Thomas Shalvey Jr. (Duly elected by membership)

Chairman Martin asked the Board of Fire Commissioners their pleasure?

Motion by Comr. Friemann, to appoint Amos Meringer, Chief of Department and to appoint William Brewer as 1<sup>st</sup> Assistant Chief and to appoint Christian Voegel 2<sup>nd</sup> Assistant Chief to a 1-year term of office commencing January 1<sup>st</sup>, 2021 and expiring on December 31, 2021. Seconded by Comr. Blados, carried unanimously.

Thomas Shalvey Jr. was also approved as elected Secretary by a Department vote.

Chairman Martin congratulated the new Chiefs and asked them to step forward to be sworn into their respective offices, effective January 1<sup>st</sup>, 2021.

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**Commissioner's reports:**

**Comr. Martin** reported that the main radio transmission equipment has been upgraded, by IWT, to the latest models and completing the High-Band Paging for the District.

The upgrading of the Departmental Record Keeping program by Fire Rescue Systems is nearing completion of the installation. We are estimating going online by January 1<sup>st</sup>, 2020.

Comr. Martin also thanked the Board and the Chiefs for working with him, as chairman of the Board, this past year amidst the Worldwide Covid-19 Pandemic. He offered his best wishes, to all, in the coming year. Due to the Pandemic, it was necessary to cancel the Installation of Officers Dinner, perhaps it will be safe sometime during the coming year.

Reminder to hold the Organizational meeting in early January, per state law. Motion by Comr. Friemann, to hold the Organizational Meeting, at the firehouse, on Thursday January 7<sup>th</sup>, 2021 at 7 pm, local time. Motion seconded by Comr. Blados, carried unanimously. Secretary to post legal notice in local papers.

**Comr. Friemann:** There are a couple of minor roof leaks and a minor repair to the house generator is being repaired.

**Comr. Blados:** Extended thanks to Comr. Martin for his service to the board as commissioner and chairman during this year of the Covid Pandemic. The Fire Prevention Trailer has been covered at a cost of \$400.00 and to be shared 50/50 with Mattituck FD.

**Comr. Finnican:** Personnel are exceptionally reliable and doing a good job.

**Chief Thomas Shalvey's Report:**

**Fire School/Training:**

- 1) 17-Dec in house training.

**Activities:**

- 1) 20-Dec Santa tour.
- 2) 21-Dec Chief's Council Greenport.

**Equipment/Repairs:**

- 1) None

**Requests:**

- 1) Request that "who's responding app" Be included in new District computer system.
- 2) Install hotspots on both ambulances to facilitate switch over to E-PCR's.
- 3) All FOIL requests should be forwarded to Chief's Office so that copies of the request can be attached to the original report.
- 4) Reimburse Chief's for XTS 1500 impress batteries & 1555.20 and EMS glasses \$210.73 invoice's attached.
- 5) Request 8—30-minute Scott bottles and 2-60-minute Scott bottles. We have taken over 30 bottles out of service in the past 2 years.  
30 min Bottles \$1093.36 ea.    60 min Bottles \$1454.88 ea.
- 6) Purchase a Projection screen for use on the truck floor. Approximate cost \$200.00
- 7) Purchase 4 Scott pack mounting brackets for 8-5-2 \$45.95 ea.

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- 8) Purchase 2 helmet shields for Lieutenants.
- 9) 5 storage bags for ice rescue suits. \$ 39.95 quote attached.

Discussion was held on the above items. Motion by Comr. Friemann to purchase above items 4-9 as requested by the Chiefs. Motion seconded by Comr. Finnican, carried unanimously.

**Notifications:**

- 1) Andrea Parks is on medical as of 12-08-20. Off 12-14-20

**Old Business:**

- 1) Any further consideration about finding more space for Chief's Office? We prefer returning to the downstairs office.

Chief Shalvey noted that this was his last meeting and Chief and thanked the board members for their cooperation during his tenure in the Chiefs line. He wished the newly appointed chiefs his best wishes in their terms in office.

Chairman Martin responded with the board's thanks for his dedication as Chief and his cooperation during the Covid Pandemic by maintaining a high degree of safety standards at the firehouse for the various operations.

Chairman Martin now introduced Commissioner elect, Christopher Talbot to the board and wished him good luck during his term.

Chairman Martin also bid farewell to the board and it was a pleasure to work with them, as commissioner, during this Covid-19 year.

**New Business:**

Treasurer Zwerlein announced that the District's Annual Audit will commence on January 23<sup>rd</sup> for a few days and they will occupy the Company Meeting rooms for health reasons.

The Chiefs asked if the new pumper was in service and can be used for training. Chairman stated not at this time, the truck is not registered yet nor fully equipped. Local Training is foreseeable after registration.

Chief Shalvey asked about the 5-portable radios previously requested along with two quotes. Motorola Solutions quoted \$10,462.20 for their new radios and supporting equipment. GBtronics LLC quoted the same specs except being used equipment for \$2,770.00. Discussion followed and it was decided to go with the used equipment to do the same job. Motion by Comr. Martin to purchase the 5-portable used radios with Chargers and Remote Microphones for \$2,770.00, delivered. Motion seconded by Comr. Friemann, carried unanimously. Comr. Martin to discuss with GBtronics the order and place it accordingly.

Motion to adjourn at 9:07pm by Comr. Blados, seconded by Comr. Friemann, carried unanimously.

Matthew J. Martin  
Fire District Secretary

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Attachment No. 1.

**Cutchogue Fire District**  
**Abstract of Transactions for Approval**  
**December 15, 2020**  
**Warrant 20-12**

<b>Pay To</b>	<b>Amount</b>
ABT DESIGN & FIRE.....	\$208.00
ADVANCE AUTO PARTS.....	\$36.16
ALBERTSON MARINE, INC.....	\$2,205.77
BEHR LARRY (election clerk + employee uniform allowance).....	\$150.00
BEHR THOMAS (employee uniform allowance).....	\$50.00
BIG GEYSER INC.....	\$318.60
BLADOS DAVID (cell phone usage reimb.).....	\$540.00
BOKEN MICHAEL C. (employee uniform allowance + cell phone usage reimb.).....	\$185.00
BOUND TREE MEDICAL LLC.....	\$455.00
BREWER WILLIAM (CFD secretary stipend + cell phone usage reimb.).....	\$2,380.00
CAPITAL ONE, N.A. CORP. CARD.....	\$1,072.26
COASTAL FIRE SYSTEMS INC.....	\$76.27
COLOMBO MARY.....	\$50.00
COLONIAL COFFEE SERVICE.....	\$48.95
COMMANDER POWER SYSTEMS.....	\$689.02
CORWIN ROBERT (employee uniform allowance).....	\$50.00
DEB SYSTEMS LTD.....	\$335.00
EASTERN TIRE.....	\$26.00
FANNON III WILLIAM F (employee uniform allowance).....	\$50.00
FIGURNIAK CHRISTIAN (employee uniform allowance).....	\$50.00
FINNICAN MICHAEL (cell phone usage reimb.).....	\$540.00
FIRE END & CROKER.....	\$6.00
FIREMATIC SUPPLY.....	\$600.00
FOGARTY JAMES SR. (employee uniform allowance).....	\$50.00
FRIEMANN SANFORD (purchase reimb.).....	\$96.00
FULL CYCLE EQUIPMENT REPAIR.....	\$226.46
GLOVER EVERETT (lawn maint. + employee uniform allowance)....	\$150.00
HENDRICKSON FIRE RESCUE EQUIP.....	\$163,791.31
J. ZEE'S PLUMBING & HEATING.....	\$134.00
J.R. HOME IMPROVEMENTS.....	\$143.14
JABLONSKI MARGARET (Infection Ctl Officer).....	\$519.20

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JABLONSKI PAUL (reimb. computer parts).....	\$347.05
JAMES PUBLISHING, INC.....	\$164.00
LARK & FOLTS, ESQS.....	\$4,263.75
LUBANSKI CAROLYN.....	\$50.00
MARTIN C. AUTOMOTIVE SUPPLY.....	\$14.99
MASON W.B.....	\$283.67
MATTITUCK ENVIRO SERVICES.....	\$448.85
MEDICAL WAREHOUSE.....	\$428.10
MERINGER AMOS (cell phone usage reimb.).....	\$540.00
MICHALAK KATARZYNA HAWRYLUK (CFD medical supply officer stipend).....	\$1,000.00
MOTOROLA SOLUTIONS.....	-\$618.00
MULLEN MOTORS, INC.....	\$37.00
NASSAU DIAGNOSTICS, INC.....	\$200.00
NATIONAL GRID.....	\$623.95
NOFO WELLNESS CENTER.....	\$550.00
NYS EMPLOYMENT TAXES UI.....	\$15.79
OPTIMUM.....	\$480.69
PAYCHEX.....	\$19.29
PAYROLL.....	\$17,959.00
PETRO COMMERCIAL SERVICES.....	\$413.97
PSEG LONG ISLAND.....	\$1,958.02
RIVERHEAD BUILDING SUPPLY.....	\$879.64
ROSLAK ELECTRIC, INC.....	\$2,228.31
SAFETY & ENV. SOLUTIONS, INC.....	\$60.00
SCOOPS & GRINDS.....	\$300.00
SCOTT ROBERT (election clerk).....	\$50.00
SHALVEY THOMAS JR. (cell phone usage reimb.).....	\$540.00
SOUTHOLD PHARMACY.....	\$60.00
SPRAGUE OPERATING RESOURCES.....	\$407.71
STRATEGIC SECURITY SYSTEMS.....	\$735.00
SUFFOLK COUNTY WATER AUTHORITY.....	\$179.22
TIMES REVIEW NEWSPAPERS.....	\$72.40
UNITED STATES TREASURY EFTPS.....	\$1,373.89
VAN DUZER GAS SERVICE.....	\$436.28
VERIZON WIRELESS.....	\$121.78
VOEGEL CHRISTIAN W (Captain's cell phone usage & mileage reimb. + employee uniform allowance).....	\$1,970.00
VOEGEL, JR. CHRISTIAN W (employee uniform allowance).....	\$50.00

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WINTERS, TIMOTHY E (employee uniform allowance).....	\$50.00
WITMER ASSOCIATES, INC.....	\$2,243.69
ZUHOSKI JOSEPH JR. (cell phone usage reimb.).....	\$540.00
ZWERLEIN PETER J. (cell phone usage reimb.).....	\$540.00
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<b>Total bills for approval 12/15/2020.....</b>	<b>\$217,250.18</b>
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