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| Minutes | |
| Board of Fire Commissioners  Cutchogue Fire District | |
| Date | January 2, 2025 |
| Time | 7:00 pm |
| Meeting called to order by | Christopher Talbot, Chairman  With Salute to the Flag |

## In attendance

Christopher Talbot, Chairman, Larry Behr, Vice-Chairman, Steven Harned, David Blados, Michael Finnican, Commissioners, Peter Zwerlein, Treasurer, Thomas Shalvey Jr. Secretary

## Board

**Board made the following appointments for 2025**

* Lawrence Behr, Chairman
* Steven Harned, Vice -Chairman
* Peter Zwerlein, Treasurer
* Thomas Shalvey Jr. Secretary
* William Glass. Attorney

**Board established the following committees for 2025**

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| Trucks and Equipment | David Blados | Larry Behr |
| Personnel | Michael Finnican | Steven Harned |
| Water and Physicals | David Blados (Physicals) | Steven Harned (Water) |
| Insurance and Service Awards | Lary Behr | Michael Finnican |
| Building and Grounds | Michael Finnican | Chris Talbot |
| Community Relations | Michael Finnican | Chris Talbot |
| IT services | Thomas Shalvey Jr. |  |

**Board entered into yearly contracts with the following vendors**

**See Appendix 3 below**

## Motions

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* 25-101: Motion to name Larry Behr as Chairman for 2025. Motion made by C. Talbot, seconded by M. Finnican. All present in favor motion passed.
* 25-102: Motion to name Steven Harned as Vice Chairman for 2025. Motion made by D. Blados, Seconded by M. Finnican. All present in favor motion passed.
* 25-103: Motion to appoint Thomas Shalvey Jr. as Secretary for 2025. Motion made by C. Talbot, Seconded by M. Finnican. All present in favor motion passed.
* 25-104: Motion to appoint Peter Zwerlein as Treasurer for 2025. Motion made by C. Talbot, Seconded by M. Finnican. All present in favor motion passed.
* 25-105: Motion to hold monthly Board meetings on the second Tuesday of each month at Cutchogue Fire Department Annex at 32470 Main Road Cutchogue. The December meeting will take place on the third Tuesday. Motion made by C. Talbot, Seconded by M. Finnican. All present in favor motion passed.
* 25-106: Motion to employee full time custodian. Motion made by C. Talbot, Seconded by M. Finnican. All present in favor motion passed.
* 25-107: Motion to allow full time employes paid holidays. Motion made by C. Talbot, Seconded by MD. Blados. All present in favor motion passed.
* 25-108: Motion to name M & T bank as official depository for District funds for 2025. Motion made by S. Harned, Seconded by M. Finnican. All present in favor motion passed.
* 25-109: Motion to name the Suffolk Times as official newspaper for the District with Newsday as the backup newspaper. Motion made by C. Talbot, Seconded by S. Harned. All present in favor motion passed.
* 25-110: Motion to appoint William Glass as attorney for the fire district for 2025. Motion made by C. Talbot, Seconded by M. Finnican. All present in favor motion passed.
* 25-111: Motion to approve memberships in organizations named in appendix 1. Motion made by C. Talbot, Seconded by M. Finnican. All present in favor motion passed.
* 25-112: Motion to approve Company Officer as listed in appendix 2. Motion made by L. Behr, Seconded by D. Blados. All present in favor motion passed.
* 25-113: Motion to approve annual contracts and leases as listed in appendix 3. Motion made by C. Talbot, Seconded by S. Harned. All present in favor motion passed.
* 25-114: Motion to authorize Treasurer to pay in advance the vendors or employees listed in appendix 4. Motion made by C. Talbot, Seconded by M. Finnican. All present in favor motion passed.
* 25-115: Motion to reaffirm District policies as listed in appendix 5. Motion made by C. Talbot, Seconded by L. Behr. All present in favor motion passed.
* 25-116: Motion to hold annual Commissioner elections on December 9, 2025. Motion made by C. Talbot, Seconded by M. Finnican. All present in favor motion passed.
* 25-117: Motion to hold annual election for Chiefs for the Department on December 4, 2025. Motion made by C. Talbot, Seconded by D. Blados. All present in favor motion passed.
* 25-118: Motion to pay for any required training for elected officials in 2025. Motion made by C. Talbot, Seconded by M. Finnican. All present in favor motion passed.
* 25-119: Motion to retain Southold Town Police as primary alarm dispatcher for 2025 with Suffolk FRES as the backup dispatcher for alarms. Motion made by L. Behr, Seconded by S. Harned. All present in favor motion passed.
* 25-120: Motion to allow Fire Company to use Annex for monthly meetings in 2025. Motion made by C. Talbot, Seconded by S. Harned. All present in favor motion passed.
* 25-121: Motion to allow CFD Ladies Auxiliary to use Annex for monthly meetings in 2025. Motion made by C. Talbot, Seconded by S. Harned. All present in favor motion passed.
* 25-122: Motion to allow CFD junior fire department to hold monthly meetings in Annex in 2025. Motion made by L. Behr, Seconded by C. Talbot. All present in favor motion passed.
* 23-123: Motion to adjourn made at 7:15 pm. Motion made by C. Talbot, Seconded by M. Finnican. All present in favor motion passed.

## Next meeting

January 14, 2025 at CFD Annex

## Appendix #1

## Organizations memberships

## Association of Fire Districts

* Fireman’s Association State of New York
* Suffolk County Fire Districts
* Southold Town Fire Districts
* National Fire Protection Association
* Southold Town Fire Chiefs Council
* New Tork State Fire Chief’s Council

## Appendix #2

Company Officers

* Captain: Ken Pearsall, Company

Ken Burns, Rescue

Ed Nicholson, Water Rescue

Arthur Brewer, Fire Police

* Lieutenants: Charles Witzak Chief Driver: Steve Braverman

Bryan Zissel Ethan Helgans

Christian Figurniak John Hinton Sr.

Timothy Winters Allan Glover

Richard Horton Thomas Cooper

Will Voegel James Rocco

Arthur Brewer Michael Finnican

Thomas Behr Bill Fannon

Garrett Lake Beth Young

Beth Young, Rescue

Tom Robbins, Water Rescue

* Executive Officers

Tom Cybulski, Recording Secretary

Gary Ennis, Financial Secretary

Peter Zwerlein, Treasurer

Steve Harned, Trustee

Andre Cybulski , Trustee

Arthur Brewer, Trustee

Appendix #3

Yearly Contracts

* SCM for dispatch and service awards monitoring.
* Emerald Office for Canon and HP copier maintenance.
* XCL for Xerox copier maintenance.
* Lupton and luce of Riverhead for insurance services.
* Sheenan and Company for Audits.
* Nassau Diagnostics for member physicals.
* HGC Buying group for various equipment.
* Waterway for yearly hose and pump testing.
* Commander Electric for service contract on 355 New Suffolk Rd. generator.
* Firefly to manage District service awards program (LOSAP).
* East End Financial to manage District funds invested in service awards program (LOSAP).
* Island Tech Services for District computers and servers.
* Integrated wireless for radio, repeater and pager maintenance.
* Grant Guys to apply for federal grants.
* Stryker Medical for maintenance on District owned Stryker equipment.
* New York Cancer Benefit plan for cancer coverage for members.
* Wicked Fit of Mattituck for gym membership plan for members use.
* 8 Hands farm for lease of Cox Lane property.

Appendix #4

Advance payments

* PSEG Electric
* National Grid Electric
* USPS Postage
* Freight Companies
* Fixed Salaries
* Compensation for Employees or Offices of the District
* Town Property Taxes

Appendix #5

District Policies

* Code of ethics
* Discrimination/harassment (updated 10-23)
* Length of Service Plan LOSAP (updated 1-22)
* Physicals for members and employees
* Travel policy (updated 12-18)
* Infection control plan (updated 1-24)
* Investment
* Personnel
* Procurement
* Workplace violence
* Freedom of Information (FOIL)
* NY State Lens driver license program
* Medical inactive (updated 10-23)