

# MINUTES

## Cutchogue Fire District

01/09/2024 0700pm | *Meeting called to order by* Christopher Talbot, Chairman of the Board  
Meeting opened with a Salute to the Flag

### In Attendance

Christopher Talbot, Chairman, Lawrence Behr Vice-Chairman  
David Blados, Michael Finnican, Steven Harned: Commissioners  
Thomas Shalvey Jr. Secretary, Peter Zwerlein, Treasurer  
William Brewer Chief of Department Christian Voegel 1<sup>st</sup>. Assistant Chief

### Approval of Minutes

Minutes from the December 2023 meeting were approved as distributed (24-123)

Approval of Treasurers Report and Audited Bills See attachment

Treasurers report and audited bill for December 2023 approved as distributed (23-124)

### Correspondence Received

- 12-23-23: Subpoena for FOIL report for alarm in 2019. The secretary complied.
- 12-23-23: From McNeil insurance update on generator claim.
- 12-29-23: From William Glass 2024 contract for his services.
- 12-29-23: From John Brown ladder testing. Test results for District ladders for 2020 & 2021. (missing from file)
- 1-3-24: From 8 Hand Farm. Certificate of insurance for 2024.
- 1-3-24: From FCC renewal notice of FCC license. Secretary to handle.
- 1-3-24: From Waterway. Pump testing contract for 2024-2027.

### Correspondence Sent

- 12-30-23: To 8 Hands farm lease renewal for Cox Lane property for 2024-25.
- 1-4-24: To Soloviev proof of insurance for leased Annex building.
- 1-4-24: Via certified mail response to subpoena form 12-23-23.

### Secretary Report

- Cameras ordered for Annex 2 interior one exterior.

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## Board Discussion

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- Discussion was held on recent naming of Department water rescue as providers of the year for a water rescue that took place in July of 2023. Noted that Board is extremely proud of the water rescue team as well as the whole Department for their part in rescuing 2 lost swimmers in Long Island Sound.
- Discussion on going out to public bid for mowing and upkeep of District owned and property leased by the District. Commissioner Blados to investigate and report back at the February meeting.
- Discussed current status of the hiring of paid EMS staff for certain shifts during 2024. Commissioner Harned to investigate and report back at the February meeting.
- Discussion on status of the hauler vehicle currently being stored outside. Vehicle has developed a water leak that should be addressed. Chief Brewer to report back on if vehicle is still needed going forward. Racing team to look into possible indoor storage if vehicle is kept.
- Discussion on status of replacement ambulance. Chief to review Horton specs and report back.

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## Motions

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- 24-123: Motion to approve distributed minutes. Motion by S. Harned, Seconded by M. Finnican. All present in favor, motion passed.
- 24-124: Motion to approve treasurer's report and audited bills as presented. Motion by D. Blados Seconded by L. Behr. All present in favor, motion passed.
- 24-125: Motion to approve in annual mandatory required training on January 18,2024. Motion by M. Finnican, Seconded by D. Blados. All present in favor, motion passed.
- 24-126: Motion to approve items 1-3 activities on Chief's Report. (see attached). Motion by D. Blados, Seconded by S. Harned. All present in favor, motion passed.
- 24-127: Motion purchase 6 replacement batteries for portable radios on unit 8-5-3 at cost of \$105.00 each as requested by the Chief's. Motion by D. Blados, Seconded by M. Finnican. All present in favor, motion passed.
- 24-128: Motion to purchase additional monitor for infrared camera for unit 8-5-10 (marine unit) at cost of \$4,584.94 from Blu J. Marine. Motion by D. Blados, Seconded by S; Harned. All present in favor, motion passed.
- 24-129: Motion to purchase Dewalt reciprocating saw and associated accessories for unit 8-5-5 at a cost of \$400.00 from amazon. Motion made by D. Blados seconded by S. Harned. All present in favor, motion passed.
- 24-130: Motion to allow Chief to order 12 pairs of firefighting gloves and 4 firefighting helmets. Motion by D. Blados, seconded by S. Harned. All present in favor, motion passed.
- 24-131: Motion to accept Richard A. Horton as member #621 of United Fire Company #1. Resolution to follow. Motion by D. Blados seconded by M. Finnican. All present in favor, motion passed.
- 24-132: Motion to accept decision to remove member Jonathan Blanchard #607 from the rolls of United Fire Company #1 due to not completing requirements of his probationary period. Motion by D. Blados seconded by L. Behr. All present in favor, motion passed.
- 24-133: Motion to accept resignations from United Fire Company #1 of members Rex Spielmann #580, Hans Spielmann #584 and Madison Hilton #603. Motion by D. Blados seconded by L. Behr. All present in favor, motion passed.

- 24-134: Motion to accept resignation of Timothy Horton as treasurer of United Fire Company #1 effective when replacement is duly elected at February Company meeting. Motion by D. Blados, seconded by L. Behr. All present in favor, motion passed.
- 24-134: Motion to adjourn @ 833 pm. Motion made by S. Harned, seconded by C. Talbot. All present in favor, motion passed.

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#### • Resolutions

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- 24-01-01: Resolution to allow remote video conferencing for Commissioners meetings. Motion by D. Blados, seconded by S. Harned. All present in favor, motion passed. (see attached)
- 24-01-02: Resolution explaining procedures for use of video conferencing. Motion by D. Blados, seconded by S. Harned. App present in favor, motion passed. (see attached)
- 21-01-03: Motion to surplus used marine engines. Motion by D. Blados, seconded by M. Finnican. All present in favor, motion passed. (see attached)
- M-24-01" Resolution to accept Richard A. Horton as member residing outside District boundaries. Motion by L. Behr, seconded by M. Finnican. All present in favor, motion passed.

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#### Commissioners Report's

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##### Commissioner Blados

- 8-5-1 is still at Hendrickson undergoing repairs to pump and valves. Expected back soon.
- Next round of physical 2-4-2024 at Annex.

##### Commissioner Talbot

- No Report

##### Commissioner Behr

- No Report

##### Commissioner Harned

- No Report

##### Commissioner Finnican

- Suggested having a second on-line auction to dispose of items no longer needed on old firehouse building.
- Contractors have started setting up trailers and storage containers for new firehouse building project. Fencing to be installed by 1-12-2024.
- Meeting on 1-16-2024 @3:00 pm with the new representative from Park East construction.
- A new employee (Bryan Weingart) has started working.
- Bathrooms in building are in service some punch list items to be completed.

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## Chief's Report

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See Attachment

### **8-5-30**

- Mentioned honor given to water rescue team and Department recently. Proud of the work of all involved.
- Reported section of siding is missing from Annex building under window to Chief's Office suite.

### **8-5-31**

- No Report

### **8-5-32**

- Absent

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## Captain Report

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- Absent

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## Audience Participation

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None

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## Next Meeting

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02/13/24 , At CFD Annex 32470 Main Road Cutchogue @ 7:00 pm

Cutchogue Fire District  
 Abstract of Transactions For Approval  
 January 9, 2024  
Warrant 24-01 (23-31)

Pay To	Amount	
ALBERTSON MARINE, INC.	611.13	
BREWER WILLIAM (2023 webmaster)	1,500.00	
CAPITAL ONE, N.A. CORP. CARD	7,380.38	
CASSONE LEASING, INC	1,033.00	
CORWIN ROBERT J	50.00	
CUTCHOGUE HARDWARE	30.03	
EESG CUSTOM APPAREL	2,140.80	
FARMVIEW LANDSCAPING	5,378.00	
FIGURNIAK CHRISTIAN (reimbursement)	98.00	
FIREFIGHTERS INSURANCE PROGRAM	16,550.95	
FIREFLY ADMIN INC.	4,250.00	
FIREMATIC SUPPLY	4,413.20	
GLASS JR. WILLIAM F. ESQ.	546.00	
GRANT GUYS	3,000.00	
HARTFORD THE	160.07	
INTEGRATED WIRELESS TECHNOLOGI	21,101.06	< Bldg Reserve Fund
J.R. HOME IMPROVEMENTS	2,196.00	< Bldg Reserve Fund
JAMES PUBLISHING, INC.	170.00	
MARTIN C. AUTOMOTIVE SUPPLY	120.00	
MASON W.B.	119.04	
MATTITUCK ENVIRO SERVICES	194.40	
MAYDAY COMMUNICATIONS	1,850.00	
NYLEAP	1,100.00	
NYS ASSOC OF FIRE DISTRICTS	500.00	
PECONIC ENERGY CORP	397.51	
PECONIC PROPANE INC	7,391.24	< Bldg Reserve Fund
PROFESSIONAL INNOVATIVE PROGRA	2,850.00	
PSEG LONG ISLAND	2,018.66	
RIVERHEAD BEVERAGE	900.00	
RIVERHEAD BUILDING SUPPLY	288.82	< Bldg Reserve Fund
SCM PRODUCTS INC	6,884.00	
SPRAGUE OPERATING RESOURCES	615.84	
SUFFOLK COUNTY FIRE DIST. OFCR	375.00	
UNITED FIRE COMPANY NO. 1	4,085.26	
VERIZON LAND LINES	106.72	
VERIZON WIRELESS	97.00	
WILDWOOD ELECTRIC, INC.	55,600.00	< Bldg Reserve Fund
ZUMMO BRUCE	367.50	
Total bills for approval 1/9/2024.....	\$156,469.6 1	



# CUTCHOGUE FIRE DEPARTMENT

## Office of the Chief

260 NEW SUFFOLK ROAD  
CUTCHOGUE, L.I., N.Y. 11935  
(631) 734-6907 • FAX (631) 734-2818  
• EST. 1928 •



[www.CutchogueFireDept.org](http://www.CutchogueFireDept.org)      [CutchogueChiefs@yahoo.com](mailto:CutchogueChiefs@yahoo.com)

William Brewer  
*Chief*

Christian Voegel  
*1<sup>st</sup> Assistant Chief*

Christopher Dinizio  
*2<sup>nd</sup> Assistant Chief*

Thomas Shalvey, Jr.  
*Department Secretary*

Thomas Roslak  
*Chaplain*

## January 2024

### Fire School/Training:

1. Monthly In-House Training / Annual Refreshers – Thursday January 18<sup>th</sup> 6pm @ Annex

### Activities:

1. Annual Installation Dinner Dance January 20<sup>th</sup>
2. Stand-By for Mattituck FD Installation Dinner – January 27<sup>th</sup>
3. Long island Fire-Expo: February 2-4 at Nassau Col.

### Equipment/Repairs:

1. Replace batteries on 8-5-4 portable radios (6) @ \$105.00
2. Status of 8-5-1?
3. Request installation of Power load system in 8-5-17
4. Status update of new ambulance project

### Requests:

1. Request to install 2<sup>nd</sup> monitor on 8-5-10 to better utilize new FLIR Camera system (see attached quote)
2. Request to set up fitting for turnout gear purchase for 2024

### Purchases:

1. Request to purchase Replacement Dewalt cordless Sawzall kit for 8-5-3 - \$400.00
2. Request to order (4) Cairns 1010 helmets. \$450.00 ea.
3. Purchase (6) sets of firefighting gloves

Respectfully Submitted:

*Chief William A. Brewer*



**UNITED FIRE COMPANY NO. 1**  
**CUTCHOGUE FIRE DEPT.**  
CUTCHOGUE, L.I., N.Y. 11935  
(631) 734-6907

January 9, 2024

Board of Fire Commissioners  
Cutchogue Fire District  
260 New Suffolk Road  
Cutchogue, NY 11935-2037

**Re: Regular Company Meeting #1146**  
**January 4, 2024**

Gentlemen:

Please be advised of the following action that took place at the above referenced meeting or as noted.

- ➡ Richard A. Horton was elected as a new member and assigned company number 623. The district copy of his application is attached. **Attachment 1**
- ➡ Jonathan Blanchard (c/n 607) was found to be in violation of Article 10, Section 3, Paragraph 1 of our By-Laws and was removed from the membership rolls.
- ➡ The following members submitted their resignations: Madison Hilton (c/n 603); Hans Spielmann (c/n 584); Rex Spielmann (c/n 580). **Attachment 2-4**
- ➡ Tim Horton (c/n 354) announced his resignation from the position of Treasurer.

I have enclosed a copy of the calendar of events for the current month. Chief Brewer or Captain Hinton can inform you of any changes, additions or deletions. **Attachment 5**

Please contact me if I can be of any further assistance or direct your inquiries to Captain Hinton or Chief Brewer.

Firematically yours,  
THE UNITED FIRE COMPANY No. 1

*Tom*

Thomas Cybulski  
Recording Secretary

cc: Chief William Brewer  
Captain Joseph Hinton

Attachment(s) 5

CUTCHOGUE FIRE DISTRICT  
RESOLUTION AUTHORIZING MEETINGS UTILIZING SPECIAL  
VIDEOCONFERENCING PROCEDURES

**Resolution 24-01-01**

WHEREAS, by passing Chapter 56 of the Laws of 2022 (“Chapter 56”), the New York State Legislature amended Section 103 of the Open Meetings Law; and

WHEREAS, Chapter 56 adds Section 103-a of the Open Meetings Law, permitting the Cutchogue Fire District to authorize its members to attend meetings by videoconferencing under extraordinary circumstances; and

WHEREAS, Section 103-a(2)(a) requires the Cutchogue Fire District Board of Fire Commissioners to adopt a resolution following a public hearing authorizing the limited use of videoconferencing under such circumstances; and

WHEREAS, Section 103-a(2) allows for hybrid meetings by requiring “that a minimum number of members are present to fulfill the public body’s quorum requirement in the same physical location or locations where the public can attend”; and

WHEREAS, Section 103-a(2)(c) requires that members be physically present at any such meeting “unless such member is unable to be physically present at any such meeting location due to extraordinary circumstances . . . including disability, illness, caregiving responsibilities, or any other significant or unexpected factor or event which precludes the member’s physical attendance at such meeting”; and

WHEREAS, in accordance with Section 103-a(2)(d), any members attending by videoconference must, excerpt during executive session, be “heard, seen and identified, while the meeting is being conducted, including but not limited to any motions, proposals, resolutions, and any other matter formally discussed or voted upon”; and

WHEREAS, Section 103-a(2)(g) requires that any meeting where a member attends by videoconference be recorded, posted to the Cutchogue Fire District webpage within five business days, and transcribed upon request; and

WHEREAS, Section 103-a(2)(h) requires that members of the public be permitted to attend and participate, if authorized, in any meeting by videoconference when a member attends by videoconference.

BE IT RESOLVED, that the Cutchogue Fire District Board of Fire Commissioners authorizes its members who experience an extraordinary circumstance, as described above and further defined by any rules or written procedures later adopted, to attend meetings by videoconference: (i) as long as a quorum of the members attend in-person at one or more locations open to the public; (ii) as long as the member can be seen, heard, and identified while the open portion of the meeting is being conducted; and (iii) as otherwise permitted under Chapter 56 of the Laws of 2022; and

BE IT FURTHER RESOLVED, that the Cutchogue Fire District Board of Fire Commissioners shall create written procedures further governing its use of videoconferencing by its members in compliance with Chapter 56 of the Laws of 2022.

The adoption of the foregoing resolution was duly put to a vote and upon roll call the vote was as follows:



Chairman Talbot)  
Vice Chairman Behr)  
Commissioner Harned) AYES  
Commissioner Finnican)  
Commissioner Blados)

The resolution was thereupon duly adopted.

Dated: Cutchogue, New York  
January 09, 2024

CUTCHOGUE FIRE DISTRICT  
Procedures for Member Videoconferencing Pursuant to Public Officers Law § 103-a  
**Resolution 24-01-02**

In compliance with Public Officers Law (POL) § 103-a(2)(a), the Cutchogue Fire District Board of Fire Commissioners, following a public hearing, authorized by resolution on January 10, 2024 the use of videoconferencing as described in POL § 103-a. The following procedures are hereby established to satisfy the requirement of POL § 103-a(2)(b) that any public body which in its discretion wishes to permit its members to participate in meetings by videoconferencing from private locations – under extraordinary circumstances – must establish written procedures governing member and public attendance.

1. Cutchogue Fire District Board members shall be physically present at any meeting of the Cutchogue Fire District Board of Fire Commissioners unless such member is unable to be physically present at one of the designated public meeting locations due to extraordinary circumstances.
2. For purposes of these procedures, the term “extraordinary circumstances” includes disability, illness, caregiving responsibilities, or any other significant or unexpected factor or event which precludes the member’s physical attendance at such meeting.
3. If a member is unable to be physically present at one of the designated public meeting locations and wishes to participate by videoconferencing from a private location due to extraordinary circumstances, the member must notify the Chairperson of the Board or the District Secretary no later than four business days prior to the scheduled meeting in order for proper notice to the public to be given. If extraordinary circumstances present themselves on an emergent basis within four days of a meeting, the Board of Fire Commissioners shall update its notice as soon as practicable to include that information. If it is not practicable for the Cutchogue Fire District to update its notice, the Board of Fire Commissioners may reschedule its meeting.
4. If there is a quorum of members participating at a physical location(s) open to the public, the Board of Fire Commissioners may properly convene a meeting. A member who is participating from a remote location that is not open to in-person physical attendance by the public shall not count toward a quorum of the Board of Fire Commissioners but may participate and vote if there is a quorum of members at a physical location(s) open to the public.
5. Except in the case of executive sessions conducted pursuant to POL § 105, the Board of Fire Commissioners shall ensure that its members can be heard, seen, and identified while the meeting is being conducted, including but not limited to any motions, proposals, resolutions, and any other matter formally discussed or voted upon. This shall include the use of first and last name placards physically placed in front of the members or, for members participating by videoconferencing from private locations due to extraordinary circumstances, such members must ensure that their full first and last name appears on their videoconferencing screen.
6. The minutes of the meetings involving videoconferencing based on extraordinary circumstances pursuant to POL § 103-a shall include which, if any, members participated by videoconferencing from a private location due to such extraordinary circumstances.
7. The public notice for the meeting shall inform the public: (i) that extraordinary circumstances videoconferencing will (or may) be used, (ii) where the public can view and/or participate in such meeting, (iii) where required documents and records will be posted or available, and (iv) the physical location(s) for the meeting where the public can attend.

8. The Board of Fire Commissioners shall provide that each open portion of any meeting conducted using extraordinary circumstances videoconferencing shall be recorded and such recordings posted or linked on the Cutchogue Fire District website within five business days following the meeting, and shall remain so available for a minimum of five years thereafter. Such recordings shall be transcribed upon request.

9. If members of the Board of Fire Commissioners are authorized to participate by videoconferencing from a private location due to extraordinary circumstances, the Board of Fire Commissioners shall provide the opportunity for members of the public to view such meeting by video, and to participate in proceedings by videoconference in real time where public comment or participation is authorized. The Board of Fire Commissioners shall ensure that where extraordinary circumstances videoconferencing is used, it authorizes the same public participation or testimony as in person participation or testimony.

10. Open meetings of the Board of Fire Commissioners conducted using extraordinary circumstances videoconferencing pursuant to the provisions of POL § 103-a shall be broadcast pursuant to the requirements of POL § 103(f) and shall utilize technology to permit access by members of the public with disabilities consistent with the 1990 Americans with Disabilities Act (ADA), as amended, and corresponding guidelines. For the purposes of this guideline, "disability" shall have the meaning defined in Executive Law § 292.

11. The in-person participation requirements of POL § 103-a(2)(c) shall not apply during a state disaster emergency declared by the governor pursuant to Executive Law § 28 or a local state of emergency proclaimed by the chief executive of a county, city, village or town pursuant to § 24 of the Executive Law if the Board of Fire Commissioners determines that the circumstances necessitating the emergency declaration would affect or impair the ability of the Board of Fire Commissioners to hold an in person meeting.

12. These procedures shall be conspicuously posted on the Cutchogue Fire District website.

The adoption of the foregoing procedure in the form of a resolution was duly put to a vote and upon roll call the vote was as follows:

Chairman Talbot)  
Vice Chairman Behr)  
Commissioner Harned)        AYES  
Commissioner Finnican)  
Commissioner Blados)

The resolution was thereupon duly adopted.

Dated: Cutchogue, New York  
January 09, 2024



Over 90  
Years of  
Service

# CUTCHOGUE FIRE DISTRICT

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260 New Suffolk Road, Cutchogue, NY 11935

Telephone (631) 734-6907 • Fax (631) 734-7079

E-mail: [cutfd@optonline.net](mailto:cutfd@optonline.net)

[www.cutchoguefiredept.org](http://www.cutchoguefiredept.org)

## Resolution 24-01-03

Be it resolved that at a regular meeting of the Board of Fire Commissioners of the Cutchogue Fire District. It was determined That two 2007 Honda engines previously mounted on marine unit 8-5-10 are no longer needed by the Fire District and it is the decision of the Board that they have an approximate value of \$3,000.00 the engines be declared surplus and be offered for public bid.

Chairman	Talbot	aye/nay
Vice-Chairman	Behr	aye/nay
Commissioner	Blados	aye/nay
Commissioner	Harned	aye/nay
Commissioner	Finnican	aye/nay

Thomas Shalvey Jr.  
Secretary  
Cutchogue Fire District

9<sup>th</sup>. Day of January 2024

**Cutchogue Fire District**  
**MEMBERSHIP APPROVAL RESOLUTIONS**  
**Member Resolution 24-01**

*Resolution to Accept Member Residing Outside District/ Protected [Town Law§176-B];  
Vicinity Approval*

*WHEREAS, the Board has been informed that the Cutchogue Fire Department has approved the proposed membership of applicant Richard R. Horton residing at 3325 Rt. 48 Mattituck, NY 11952 outside of the territorial boundaries of the Cutchogue Fire District/ area protected, and*

*WHEREAS, the Board has determined that by reason of the fact that said residence is within the vicinity of the fire district such that the applicant could render valuable service to the district and department if such application for membership is approved, and*

*WHEREAS, the Board has been further informed that the applicant has been cleared for membership based upon the successful completion of the arson/ sex offense records check performed in accordance with Executive Law §837-o;*

*IT IS HEREBY RESOLVED, on motion of Commissioner Behr, seconded by Commissioner Harned, that applicant Richard R. Horton be approved for membership in the Cutchogue Fire Department subject to his/her completion of the oath of membership. On roll call the vote was as follows: Blados Aye, Finnican Aye, Talbot Aye, Behr Aye, Harned Aye. The resolution was thereupon declared duly adopted.*