

Minutes

Board of Fire Commissioners
Cutchogue Fire District

Date: October 14, 2025

Time: 7:00 P.M.

Meeting called to order by,

Lawrence Behr, Chairman of the Board

In attendance

Lawrence Behr, Chairman, David Blados, Michael Finnican, Commissioners
Peter Zwerlein, Treasurer, Thomas Shalvey Jr. Secretary
Absent: Steven Harned, Vice Chairman, Christopher Talbot, Commissioner

Approval of Minutes

The Board approved the minutes of September 9, 2025, meeting as distributed to the Board members. Motion 25-1004.

Approval of Treasurer's reports

See Attachments

The Board approved the September Treasurers reports for the general fund and capital buildings project as presented by Treasurer Zwerlein. Motions 25-1005 and 25-1006

Correspondence Received

- 9-12-25: From Redline cleaning, invoice for gear cleaning. TOT Treasurer.
- 9-12-25: From Cutchogue-New Suffolk Historical Council, certificate of insurance for graveyard tour.
- 9-12-25: From Chief's Office, Recommendation to have Garrett Lake appointed as new CME coordinator.
- 9-12-25: From IWT, change order to install camera on outside of new firehouse. (Declined).
- 9-15-25: From Mattituck Fire District, cleaning bill for detailing engine soiled at mutual aid call.
- 9-16-25: From Island Tech, quote of \$1440.00 to upgrade District computers to windows 11 OS. (25-1008).
- 9-23-25: From Suburban exterminating, quote for addressing possible rat problem in auxiliary buildings.
- 9-23-25: From National Business Furniture, quote of \$13,198.84 for new desks as part of the New Firehouse Building Project (25-1009).
- 9-24-25: From Schepis Adjusting, FOIL request for incident on 9-1-25.
- 9-25-25: From the Data Branch, FOIL request for financial records.
- 9-29-25; From William Glass, update on cell tower project.
- 9-29-25: From the Grant Guys, paperwork to submit grant application for 2016 cycle.
- 9-30-25: From Fine Care Lawn Services, invoice for September lawn care. TOT Treasurer.
- 10-2-25: From Chief's Office, member #250 has been removed from medical inactive list.
- 10-2-25: From McNeil Insurance, update request on 8-5-23 accident.
- 10-2-25: From McNeil Insurance, notice of 8-5-23 claim being closed.
- 10-3-25: From 1440 llc, notice of downward adjustment in price for kitchen equipment.
- 10-3-25: From McNeil Insurance, second notice that 8-5-23 accident claim has been closed.
- 10-6-25: From Hartford insurance, invoice for 2026 cancer coverage for members. (25-1010).

- 10-6-25: From Ford Motor Company, recall notice for camera issue on 8-5-80 vehicle. Parts currently not available.
- 10-6-25: From NY DMV, registration for new Chief's car.
- 10-7-25: From Relay communications, invoice for repairs and update to 8-5-4 radios. TOT Treasurer.
- 10-8-25: From Jason Wahl (Neefus Insurance), request for construction detail for new firehouse.
- 10-9-25: From NY DMV, plates for new Chief's car.
- 10-13-25: From US Treasury, acknowledgement of receipt of bond.
- 10-13-25: From John Brown ladder testing, results of 2025 ladder tests.
- 10-14-25: From Suffolk County Board of elections, notice of equipment available.
- 10-14-25: United Fire Company, report on October meeting.
- 10-14-25: From 11400 llc. , invoice for additional kitchen equipment. TOT Commissioner Finnican.

Correspondence Sent

- 9-14-25: To Oreanna Kaelin, letter verifying her service time in Department.
- 9-23-25: To Gil Romano, List of phone locations and numbers for new building.
- 9-25-25: To Schepis adjusting, Response to FOIL request 25-04.
- 9-26-25: To Date Branch, Response to FOIL request 25-05.
- 10-1-25: To IWT signed contract for new firehouse building project wiring install.
- 10-1-25: To Firefly, 2026 services contract.
- 10-8-25: To Southold Town Planning, response for site plan change for North Shore Window project.

Secretary Report

- 9-22-25: Met with rep from North Shore Exterminating regarding possible rat infestation.
- 9-25-25: Sent 10 minitors out for repair to Complete Wireless Tech.
- 9-25-25: Contacted Attorney Glass regarding FOIL 25-05.
- 10-1-25: Placed legal notice in Suffolk Times for public budget hearing.

Board Discussion

- Discussion held on continuing subscription to PS Traks for use by Rescue Squad. At recommendation of the Rescue Squad it was decided to not renew the program for 2026.
- Discussion held on error in 2023 LOSAP final report it was decided to amend the report and give credit for a training session that was not received when entered into the system in 2023. (see motion 25-1014)
- Discussion held on status of ongoing cell phone tower installation project, Board need further information on what is the responsibility of the Board moving forward. Will request meeting with project manager.
- Discussion held on which cancer coverage to purchase for members. (see motion 25-1010)
- Discussion held on which Commissioners should be responsible for maintenance and repairs to District Chief's cars, it was decided that Commissioner Blados would be responsible for cars moving forward.
- Discussion held on change work orders from Integrated Wireless Technology. It was decided to decline change work order A at the current time. (Motion 25-1016).

Motions

- 25-1004: Motion approve distributed minutes from September meeting. Motion made by D. Blados, seconded by M. Finnican. All present in favor motion passed.
- 25-1005: Motion to approve distributed treasurers report for the general fund. Motion made by D. Blados, seconded by M. Finnican. All present in favor motion passed.
- 25-1006: Motion to approve distributed treasurers report for the capital project. Motion made by D. Blados, seconded by M. Finnican. All present in favor motion passed.
- 25-1007: Motion to approve Garrett Lake as new CME coordinator for the District. Motion made by L. Behr, seconded by M. Finnican. All present in favor motion passed.
- 25-1008: Motion to approve quote from Island Tech Services for \$1440.00 to upgrade District computers to Windows 11 operating system. Motion made by D. Blados, seconded by M. Finnican. All present in favor motion passed.

- 25-1009: Motion to approve quote from National Business Furniture using Keystone Buyers network pricing of \$13,198.94 to purchase new desks as part of the New Firehouse Building Project. Quote includes installation and 15-year warranty. Motion made by D. Blados, seconded by M. Finnican. All present in favor motion passed.
- 25-1010: Motion to purchase 2026 enhanced cancer coverage plan for members from Hartford Life Insurance Company for an annual cost \$16,493.74. Motion made by D. Blados, seconded by M. Finnican. All present in favor motion passed.
- 25-1011: Motion to look into possibility of relocating siren and relocating pole as part of the New Firehouse Building Project. Motion made by L. Behr, seconded by D. Blados. All present in favor motion passed.
- 25-1012: Motion to award roof renovation project for building A to Island Wide Home Services, based on to bids received. Island Wide Home Services bid \$5865.00, JR Home Improvements \$10,975.00. Motion made by D. Blados, seconded by M. Finnican. All present in favor motion passed.
- 25-1013: Motion to table further discussion on possible tanker purchase until full Board can attend a meeting. Motion made by L. Behr, seconded by D. Blados. All present in favor motion passed.
- 25-1014: Motion to amend 2023 LOSAP points after it was discovered that members attending an approved fire training at the Yaphank training facility had not received LOSAP credit for the class do to an error that occurred when the LOSAP plan was originally set up. This allowed member Lexington Horton to receive the 50 points needed for him to qualify for the 2023 LOASP plan. Motion made by D. Blados, seconded by M. Finnican. All present in favor motion passed.
- 25-1015: Motion to have Island Tech Services update E-mail program used by the District Secretary and Treasurer. Cost to be \$20.00 per month for the service. Motion made by D. Blados, seconded by M. Finnican. All present in favor motion passed.
- 25-1016: Motion to decline change work order A from Integrated Wireless Technology (IWT) to add additional camera on front of building for \$3662.40. Motion made by M. Finnican, seconded by D. Blados. All present in favor motion passed.
- 25-1017: Motion to approve items 1-5 Training on Chief Boken's October report. Motion made by D. Blados, seconded by M. Finnican. All present in favor motion passed.
- 25-1018: Motion to approve items 1-4 activities on Chief Boken's October report. Motion made by D. Blados, seconded by L. Behr. All present in favor motion passed.
- 25-1019: Motion to approve items 1-7 requests on Chief Boken's October report. Motion made by D. Blados, seconded by M. Finnican. All present in favor motion passed.
- 25-1020: Motion to decline request by fire police in Chief Boken's October report for the request to purchase 14 new coats for the fire police. Motion made by D. Blados, seconded by M. Finnican. All present in favor motion passed.
- 25-1021: Motion to accept Garrett Lake request to restore 9-11 memorial in district owned parking lot as part of the New Firehouse Building Project Motion made by D. Blados, seconded by M. Finnican. All present in favor motion passed.
- 25-1022: Motion to accept and approve Sheenhan audit report for 2024. Motion made by D. Blados, seconded by M. Finnican. All present in favor, motion passed.
- 25-1023: Motion to adjourn made @ 08:17 P.M. Motion made by L. Behr, seconded by M. Finnican. All present in favor motion passed.

Resolutions:

- M25-04. Approve Kathy Thompson as member #637 of United Fire Company #1 of the Cutchogue Fire Department.
- M25 10-01: Approve slate of inspectors and tellers for annual election of fire commissioner to be held on December 9, 2025. (see attached)

Commissioner Reports:

Commissioner Blados

- 8-5-1 Had new rear tires installed by Barnwell tires.
- 8-5-3 Had shoreline chargers mounted by Hendrickson.
- 8-5-4 Getting price for repair of front springs.
- 8-5-18 (Bucket truck) to have new batteries installed.
- Inquired about status of damaged well in Stillwater Avenue.
- Thanked Chief Boken for all his assistance in various projects.
- Physicals are scheduled for November 2, 2025.
- Looking into various options on rebuilding monument in District parking lot.

Commissioner Finnican

- Progress on new firehouse building project.
- Roof on building A need repair (see motion 25-1012).
- Getting seats upgraded in new Chief's car.
- Generator test tomorrow.
- Lawn has been reseeded where construction trailers/equipment had been stored.

Commissioner Talbot

- Absent

Commissioner Behr

- Received payment for C-Truck from Riverhead Fire Department.
- Congratulated Assistant Chief Hinton on his recent wedding.
- Thanked Assistant Chief Dinizio for his work at recent mutual aid call to Greenport

Commissioner Harned

- Absent

Chief's Reports

Chief Boken

- See Attached

Chief Dinizio

- Upgraded electric to be installed where rescue boat is docked for 2026 season.
- Compiling inventory for disposal on obsolete minitors.
- Asked to have brakes checked on his assigned car. Commissioner Blados to handle.

Chief Hinton

- Fire prevention underway at area schools, helicopter demo on 10-15.

Captain's Reports

Captain Pearsall

- No report

Captain Brewer

- Absent

Captain Burns

- Absent

Captain Nicholson

- Absent

Audience Participation

- Garrett Lake addressed the Board on possible ideas regarding monument reconstruction.
- Alan Glover addressed the Board on storage of C-Truck on his property. Was informed that vehicle was now property of the Riverhead Fire Department and it is scheduled for removal from his property soon.

Meeting adjourned at 8:17 P.M.

Next meeting November 11, 2025 7:00 P.M. at CFD Annex

Respectfully Submitted



Thomas Shalvey Jr.

Secretary

Cutchogue Fire District
 Abstract of Transactions For Approval
 General Fund, October 14, 2025
 Warrant 25-10

Pay To	Amount
ALBERTSON MARINE, INC.....	\$518.55
ALL POWER PERFORMANCE.....	\$6,191.00
AZAMA DE CHAPETON MARGARITA.....	\$385.00
BARNWELL HOUSE OF TIRES.....	\$2,363.76
BOUND TREE MEDICAL LLC.....	\$304.83
BROWN LADDER COMPANY, JOHN P.....	\$1,557.50
CASSONE LEASING, INC.....	\$919.00
EESG CUSTOM APPAREL.....	\$5,705.00
EMERGENCY DECON SERVICES CORP.....	\$3,510.00
FINE CARE LANDSCAPE, INC.....	\$1,500.00
FIREMATIC SUPPLY.....	\$1,246.50
FULL CYCLE EQUIPMENT REPAIR.....	\$200.00
GLASS JR. WILLIAM F. ESQ.....	\$568.00
HARTFORD THE.....	\$229.64
ISLAND TECH SERVICES.....	\$1,381.52
LI TELECOMMUNICATIONS & ELEC.....	\$5,077.00
LUPTON & LUCE, INC.....	\$20,354.88
M&T BANK.....	\$56,028.41
M&T BANK CREDIT CARD PAYMENTS.....	\$9,318.54
MATTITUCK ENVIRO SERVICES.....	\$357.49
NASSAU DIAGNOSTICS, INC.....	\$250.00
NYS EMPLOYMENT TAXES UI.....	\$183.15
ORLOWSKI HARDWARE COMPANY.....	\$131.06
PAYCHEX.....	\$174.04
PAYROLL.....	\$25,326.48
PECONIC ENERGY CORP.....	\$737.27
PETRO COMMERCIAL SERVICES.....	\$612.56
PSEG LONG ISLAND.....	\$4,223.96
ROSLAK ELECTRIC, INC.....	\$177.49
SAFETY & ENV. SOLUTIONS, INC.....	\$60.00
SOUTHOLD HARDWARE.....	\$13.97
SOUTHOLD PHARMACY.....	\$90.00
SPRAGUE OPERATING RESOURCES.....	\$1,093.79
STARLITE AUTO BODY.....	\$1,000.00
UNITED STATES TREASURY EFTPS.....	\$1,935.46
VERIZON WIRELESS.....	\$133.19
XCL BUSINESS TECHNOLOGIES INC.....	\$276.49
TOTAL BILLS FOR APPROVAL 10/14/2025....	\$154,135.53

10-13-2025
10:53:50

Cutchogue Fire District CAPITAL PROJECTS FUND

TOM

WC/AP Journal - Summary Page for Account CPF NFBP M&T Checking

WC/AP 2025

TOTALS

To be Paid.....	5	789,460.86	Number of checks needed: 5
In Hold Status.....	na	na	
Encumbered.....	na	na	
Prepaid.....	0	0.00	
Accrued Liabilities.....	na	na	
	5	789,460.86	WARRANT # 25-10
Number of Pages.....	2		

CERTIFICATION OF ACCURACY

This schedule is a true and accurate representation of current invoices presented for payment as well as expenditures made during the month in accordance with applicable laws.

Steve J. Meloni
Treasurer, Cutchogue Fire District

OCT 14 2025
Date

CERTIFICATION OF ABSTRACT

The invoices contained in the attached schedule were audited by the Board of Fire Commissioners on October 14, 2025 and allowed in the amounts shown. The Treasurer is hereby authorized and directed to pay these invoices.

_____	<u>OCT 14 2025</u>
_____	<u>OCT 14 2025</u>
_____	<u>OCT 14 2025</u>
_____	<u>OCT 14 2025</u>
_____	<u>OCT 14 2025</u>
Commissioners, Cutchogue Fire District	Date

Meeting Notes 10/14/2025

Correspondence Received

<i>Date</i>	<i>Mail</i>	<i>Email</i>	<i>From</i>	<i>Regarding</i>
9-12-25		X	Redline cleaning	Invoice for gear cleaning \$3510.00
9-12-25		X	Cutchogue-New Suffolk Historical Council	Insurance certificate for graveyard tour on 10-5-25
9-12-25	X		Chief's Office	Recommendation for new CME coordinator. Garrett Lake.
9-12-25		X	IWT	Change orders to install outside camera as part of new firehouse building project \$8353.18
9-15-25		X	Mattituck Fire District	Quote for cleaning pumper soiled at dump fire. \$400.00 Redline decon services.
9-17-25		X	Island Tech	Quote for windows 11 upgrade for District computers. \$1440.00
9-23-25		X	Suburban Exterminating	Quote for possible Building A rat problem. \$750.00 per month.
9-23-25		X	National Business Furniture	Quote for Chief's and Sec/Treas desks. \$13,198.84 Includes installation and 15-year warranty.
9-24-25		X	Schepis Adjusting	FOIL request for MVA on 9-1-25
9-25-25		X	The Data Branch	FOIL request for financial records
9-29-25		X	The Grant Guys	Paperwork for 2026 grant applications.
9-29-25		X	William Glass	Update on cell tower project.
9-30-25	X		Fine Care Lawn	September lawn care invoice \$1500.00
10-2-15	X		Chief's Office	Member #250 has been removed from medical inactive status.
10-2-25	X		Standard Insurance	Notice of payout for K. Hartmann to John Sauer.
10-2-25	X		McNeil Insurance	Request for more info on 8-5-23 claim.
10-2-25	X		McNeil Insurance	Notice of 8-5-23 claim closed.
10-3-25		X	11400 LLC	Price adjustment for equipment substituted in order.
10-3-25	X		McNeil Insurance	Second notice of closed claim on 8-5- 23 Accident.
10-6-25		X	Hartford Insurance	2026 invoice for cancer coverage.
10-6-25	X		Ford Motor Company	Recall on 8-580 car for rear camera issues. Parts not currently available for repair. Will notify when repair can be done.
10-6-25	X		NY Dept of Motor Vehicles	Title for new 2025 Chief's Car.
10-7-25		X	Relay Communications	8-5-4 radio update \$5,077.00.

10-8-25		X	Jason Wahl (Neefus)	Request for details on construction of new building.
10-9-25	X		NY DMV	Plates for new Chief's car.
10-13-25	X		Dept. of Treasury	Acknowledgement of receipt of bond.
10-13-25	X		John Brown Ladder testing	2025 Ladder test results.
10-14-25	X		Board of elections	Notice that they will no longer supply voting machines for our elections.
10-24-25		X	United Fire Company	Report on October 25 Company meeting.

Correspondence Sent

<i>Date</i>	<i>How</i>	<i>To</i>	<i>Regarding</i>
9-14-25	Mail	Oreanna Kaelin	Letter verifying her time as a member.
9-23-25	Email	Phone vendor for new building	List of locations for phones in new building.
9-25-25	Email	Response to FOIL request 25-04	MVA on 9-1-25
9-26-25	Email	Response to FOIL request 25-05	Financial records back to 2021.
10-1-25	Email	IWT	Signed contract for new firehouse building project low voltage wiring and security installation.
10-1-25	Email	Firefly	Signed contract for 2026 services.
10-8-25	Mail	Southold Planning Board.	Response to change of use in North Shore Window building on Main Road.

Completed

<i>Date</i>	<i>Task</i>	<i>Comments</i>
9-22-25	Met with Suburban exterminating on possible rat issue in building A & B.	
9-25-25	Sent minitors out for repair to Complete Wireless Tech,	
9-25	Contacted attorney Glass regarding response to FOIL request 25-05	
10-1-25	Place legal notice of Budget hearing in Suffolk Times.	

Resolutions

1. M-25-04 New member Kathy Thompson.
2. 25-10-01 Election workers.



UNITED FIRE COMPANY NO. 1
CUTCHOGUE FIRE DEPT.

CUTCHOGUE, L.I., N.Y. 11935
(631) 734-6907

October 13, 2025

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

**Re: Regular Company Meeting #1167
October 2, 2025**

Gentlemen:

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

- ➔ Kathrine Thomson (previous c/n 534 & 571) was elected as a member and assigned company number 637. Her application is attached for your records. **Attachment 1**
- ➔ Richard A. Horton (c/n 623) is heading for military duty with the Air Force and was granted military leave as of October 7, 2025. **Attachment 2**

I have enclosed a copy of the calendar of events for the current month. Chief Boken or Captain Pearsall can inform you of any changes, additions or deletions. **Attachment 3**

Please contact me if I can be of any further assistance or you may direct your inquiries to Captain Pearsall or Chief Boken.

Firematically yours,
THE UNITED FIRE COMPANY No. 1

Tom

Thomas Cybulski
Recording Secretary

cc: Chief Michael Boken
Captain Kenneth Pearsall

Attachments 3

RECEIVED

OCT 14 2025

CUTCHOGUE
Fire District



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 CutchogueChiefs@yahoo.com

October 14, 2025

Fire School/Training

1. In house Fire School Airbags at HQ October 16th 7PM
2. Yaphank Fire School Thermal Imaging Camera Oct 21st trucks lv. 6PM
3. Joint Fire School with Southold FD at Southold October 27th trucks lv. 6:30PM
4. Possible Yaphank Fire School with Orient Class A October 27th lv. 6PM
5. Catherine Pearsall recertification of Pastoral Crisis Intervention Zoom class October 15th and 16th cost \$404.00 (the district covered the cost in the past.)

Activities:

- 1 North Fork Volunteer Firefighters Assoc. Meeting in Orient October 22nd. Feed Starts at 6:45PM. Vehicle requested for transportation.
- 2 Trunk or Treat at Cutchogue East School Friday October 24th 4PM.
- 3 Adopt A Highway Cleanup Saturday October 25th 9AM
- 4 Date change for the Stuff the Sleigh is now December 7th

Equipment/Repairs:

1. 8-5-4 radio install completed issue with the pump panel head but switched out the remote head from 30 car till remote head is repaired.
2. Water leak on the pump of 8-5-3
3. 8-5-30 car needs servicing.
4. Need 2 new OEM Motorola Impress batteries for 8-5-5 XTS2500.
5. Electrical issue on the New Suffolk Boat popping of the breaker multiple times. Need a heavier marine grade cord not a standard extension cord.
6. We need spare batteries for the hand lanterns the Streamlight Vulcans and the newer style Vulcan 180s. 2 of each requested Secretary Shalvey had the printouts from amazon.
7. 8-5-32 vehicle in need of service and an inspection.

Requests: