

Minutes

Board of Fire Commissioners
Cutchogue Fire District

Date: November 11, 2025

Time: 7:00 P.M.

Meeting called to order by,

Lawrence Behr, Chairman of the Board
with a salute to the flag and a moment of
silence in memory of departed member
Gregory Boyd

In attendance

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

Absent: David Blados, Commissioner

Approval of Minutes

The Board approved the minutes of October 14, 2025, meeting as distributed to the Board members. Motion 25-1100.

Approval of Treasurer's reports

See Attachments

The Board approved the October Treasurers reports for the general fund and capital buildings project as presented by Treasurer Zwerlein. Motions 25-1101 and 25-1102

Correspondence Received

- 10-16-25: From Cutchogue-New Suffolk Historical Council. Thank you for use of Annex parking lot.
- 10-27-25: From Southold Town Planning Department. Site plan for proposed building to be erected on Zuhoski Nursery on route 48.
- 10-27-25: From Southold Town Building Department, returned unfinished applications for proposed construction of a cell tower on District owned property located at 355 New Suffolk Road Cutchogue.
- 10-29-25: From Roslak Electric, notice of business closing by the end of 2025.
- 10-29-25: From Suffolk Fire Districts, notice of opening on New York State Districts executive board.
- 10-29-25: Notice of recall on 2021 F-150. Problem handled remotely.
- 10-30-25: From Cutchogue Chief's Office, request to use unit 8-5-3 (Ladder) for training seminar in Riverhead on 11-8-25.
- 10-31-25: From Chief's Office, notice of disciplinary action taken on member #632.
- 11-01-25: From Fine Care Lawn service, invoice for October lawn care for Headquarters and District Annex.
- 11-03-25: From McNeil insurance, notice that claim for windshield damage to Chief Dinizio car has been closed.
- 11-03-25: From Member 632, letter requesting hearing on discipline taken against him by the Chief's Office

- 11-05-25: From Suffolk FRES, acknowledgement of their taking over monitoring of new firehouse fire alarm systems.
- 11-05-25: From Auctions International, request to renew contract for their services and no cost to the District (motion 25-1103).
- 11-05-25: From Commander electric, contract for generator services for stand-by generator installed as part of the New Firehouse Building project \$1450.00 per year (motion 25-1104).
- 11-06-25: From Christopher Talbot, letter of intent to run for Fire Commissioner on December 9, 2025, election.
- 11-06-25: From Suffolk FRES, acknowledgement of receipt of forms required to begin monitoring new firehouse fire alarm systems.
- 11-10-25: From Island Tech Services, invoice for 2026 services. Wrong contract submitted will get correct information for December meeting.
- 11-11-25: From United Fire Company, report on November Company meeting.

Correspondence Sent

- 11-05-25: To Suffolk FRES, contract to monitor fire alarm systems in new firehouse.
- 11-11-25: To National Business Furniture, notice that part was missing from the order delivered.

Secretary Report

- 10-22-25: Ordered desks as part of the New Firehouse Building Project.
- 10-24-25: Placed ad in Suffolk Times for budget adoption meeting.
- 10-28-25: Scheduled meeting on 11-19-25 with Fire Watch to demonstrate LED sign for possible installation as part of the New Firehouse Building Project.
- 11-03-25: Scheduled annual SCBA testing with MES for 12-15-25.
- 11-11-25: New desks installed in firehouse.
- 11-11-25: Scheduled installation of phone system in new firehouse.

Board Discussion

- Commissioner Harned questioned if pervious Boards had ever designated a Fire District Mechanic to care for District vehicles. No Commissioners or Officers in attendance could recall this being done in recent history.
- Commissioner Harned reported on recent Commissioners training session and asked if the Board had any resolutions on traveling to out of town training or conventions. (Secretary to investigate).
- Discussion was held regarding having contractors doing work on District property without full knowledge of the Board. It was felt that before any actual projects are started it should be discussed at a Board meeting. Boards members were concerned about possible liability issues with having un vetted contractors potentially becoming injured while either doing work or preparing estimates without Board knowledge.
- Motion made to adjourn to executive session made at 08:36 P.M. (see motion 25-1118). Board returned from executive session at 08:48 P.M.

Motions

- 25-1100: Motion approve minutes from October 2025, regular meeting as distributed. Motion made by C. Talbot was seconded by M. Finnican. All present in favor motion passed.
- 25-1101: Motion to accept report on general fund expenditures for October 2025 as presented by Treasurer Zwerlein. Motion made by S. Harned, seconded by C. Talbot. All present in favor motion carried.
- 25-1102: Motion to accept report on capital project expenditures for October 2025 as presented by Treasurer Zwerlein. Motion made by S. Harned, seconded by C. Talbot. All present in favor motion carried.
- 25-1103: Motion to renew contract with auctions international to provide auction services for any surplus District equipment at no cost to the District. Motion made by M. Finnican, seconded by S. Harned. All present in favor motion carried.

- 25-1104: Motion to approve service contract for the generator on the new building from Commander electric for \$1450.00 per year. Motion made by M. Finnican, seconded by C. Talbot. All present in favor motion carried.
- 25-1105: Motion to table contract from Island Tech for computer services until an update quote can be provided. Motion made by M. Finnican, seconded by S. Harned. All present in favor motion carried.
- 25-1106: Motion to purchase new televisions as part of the New Firehouse Building Project for an a cost not to exceed \$7,000.00. Motion made by M. Finnican, seconded by S. Harned. All present in favor motion carried.
- 25-1107: Motion to approve items 1-3 Training on Chief Boken's November 25 report. Motion made by M. Finnican, seconded by S. Harned. All present in favor motion carried.
- 25-1108 Motion to approve items 1-3 Activities on Chief Boken's November 25 report. Motion made by M. Finnican, seconded by S. Harned. All present in favor motion carried.
- 25-1109: Motion to tabled item 1 (fire police jackets) on Chief Boken's November 25 report. Motion made by L. Behr, seconded by S. Harned. All present in favor motion carried.
- 25-1110: Motion to reimburse Chief's Office \$125.00 for cost of enrolling a new member in County EMT class. Motion made by C. Talbot, seconded by M. Finnican. All present in favor motion carried.
- 25-1112: Motion to reimburse Carlos Rodriguez \$125.00 for EMT class he completed. Motion made by C. Talbot, seconded by S. Harned. All present in favor motion carried.
- 25-1113: Motion to approve requests 4-7 on Chief Boken's November 25 report. Motion made by M. Finnican, seconded by S. Harned. All present in favor motion carried.
- 25-1114: Motion to approve purchase of 2 lateral file cabinets as requested by Chief Boken. Motion made by L. Behr, seconded by S. Harned. All present in favor motion carried.
- 25-1115: Motin to table discussion on purchase of a tanker until February 2026. Motion made by S. Harned, seconded by M. Finnican. All present in favor motion carried.
- 25-1116: Motion to have stainless steel counter in kitchen of the new firehouse with a scratch resistant surface. Motion made by M. Finnican, seconded by S. Harned. All present in favor motion carried.
- 25-1117: Motion to spend up to \$1,000.00 to purchase shelving for walk-in refrigerator and walk-in freezer in new firehouse kitchen. Motion made by M. Finnican, seconded by S. Harned. All present in favor motion carried.
- 25-1118: Motion to go into executive session at 08:36 P.M. to discuss personnel issues. Motion made by S. Harned, seconded by L. Behr. All present in favor motion carried.
- 25-1119 Motion to adjourn made at 08:50 P.M. Motion made by L. Behr, seconded by S. Harned. All present in favor motion carried.

● **Resolutions:**

- M25-05. Approve Nataly Rivera as member #638 of United Fire Company #1 of the Cutchogue Fire Department.

Chairman Behr:	Aye
Commissioner Talbot:	Aye
Commissioner Harned:	Aye
Commissioner Finnican:	Aye
Commissioner Blados:	Absent

Commissioner Reports:

Commissioner Blados

- Absent

Commissioner Finnican

- New firehouse building project nearing completion.
- Need to establish plan for moving kitchen equipment into new building.
- Board needs to do walk through to create a punch list for New Firehouse Building project.
- Possible temporary CO possible very soon.

Commissioner Talbot

- No Report.

Chairman Behr

- Reviewed insurance needs from Lupton and Luce along with Commissioner Finnican.
- Coverage update will be needed for new building once occupied.

Commissioner Harned

- Asked about District/Department status on new alarm reporting system (NERIS). He was told that we are registered in the system and some members have completed initial training.
- Working on getting Stillwater Avenue electric well repaired.
- No update on Alvahs Lane well.

Chief's Reports**Chief Boken**

- Absent

Chief Dinizio

- Presented Chief Boken's November report to the Board (see attached).

Chief Hinton

- Successful fire prevention classes that were held in October. 569 students participated.
- Reported on preservation efforts that can be done to 9-11 memorial steel for Department monument.

Captain's Reports**Captain Pearsall**

- Presented well pumping report for fall 2025

Audience Participation

- Garrett Lake addressed the Board on possible options for LED message sign to be installed in parking lot of fire headquarters. Board will take under advisement and look at other options.

Meeting adjourned to executive session at 8:36 P.M.

Meeting adjourned at 8:50 P.M.

Next meeting December 16, 2025 7:00 P.M. at site to be determined

Respectfully Submitted

Thomas Shalvey Jr.

Secretary

Cutchogue Fire District
Abstract of Transactions For Approval
General Fund, November 11, 2025
Warrant 25-11

Pay To	Amount
ALL POWER PERFORMANCE.....	\$50.00
CASSONE LEASING, INC.....	\$919.00
COMPLETE WIRELESS TECHNOLOGIES.....	\$677.57
DRAGON FIRE DISTRIBUTION.....	\$789.82
FINE CARE LANDSCAPE, INC.....	\$1,775.00
FIRE END & CROKER.....	\$21,609.60
FIREMATIC SUPPLY.....	\$641.75
GERM FREE PRO.....	\$398.00
GLASS JR. WILLIAM F. ESQ.....	\$644.11
GLOVER BROTHERS LLC.....	\$1,575.00
HARNED STEVE (expense reimbursement)...	\$264.10
HENDRICKSON FIRE RESCUE EQUIP.....	\$1,797.71
ISLAND TECH SERVICES.....	\$4,817.52
M&T BANK CREDIT CARD PAYMENTS.....	\$7,838.64
MASON W.B.....	\$10.74
MATTITUCK ENVIRO SERVICES.....	\$481.39
MORGAN AUTO SUPPLY.....	\$97.15
NASSAU DIAGNOSTICS, INC.....	\$900.00
NATIONAL GRID.....	\$84.25
NYS EMPLOYMENT TAXES UI.....	\$164.51
PATRIOT GROWTH INSURANCE SERV.....	\$17,895.75
PAYCHEX.....	\$255.04
PAYROLL.....	\$25,553.16
PETRO COMMERCIAL SERVICES.....	\$473.56
PSEG LONG ISLAND.....	\$3,110.92
ROSLAK ELECTRIC, INC.....	\$153.00
SOUTHOLD HARDWARE.....	\$50.96
SPRAGUE OPERATING RESOURCES.....	\$1,032.46
SUNLINE SUNROOFS.....	\$1,195.00
TIMES REVIEW NEWSPAPERS.....	\$125.44
TYLERS, SCOTT AUTOMOTIVE.....	\$5,250.60
UNITED STATES TREASURY EFTPS.....	\$1,945.22
VERIZON WIRELESS.....	\$123.17
<u>TOTAL BILLS FOR APPROVAL 11/11/2025....</u>	<u>\$102,700.14</u>

Cutchogue Fire District
Abstract of Transactions For Approval
Capital Projects Fund, November 11, 2025
Warrant 25-11

Pay To	Amount
11400 LLC.....	\$22,588.00
COMMANDER ELECTRIC, INC.....	\$128,042.58
STALCO CONSTRUCTION, INC.....	\$179,489.72
TOTAL BILLS FOR APPROVAL 11/11/2025.....	\$330,120.30



CUTCHOQUE FIRE DEPARTMENT

Office of the Chief

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



www.CutchogueFireDept.org

CutchogueChiefs@yahoo.com

November 11, 2025

Fire School/Training

1. Back to basics fundraiser training class at Southampton H.S Monday November 17th 7PM
(we currently have a sign-up list for the membership on the website, cost is \$30 per member attending) flyer attached.
2. In house Fire School Basic Search Techniques at HQ November 20th 7PM.
3. Yaphank Fire School Subject Car Fires Tuesday November 25th trucks lv. 6PM.

Activities:

- 1 Southold Town Chiefs Council Annual Ex-Chiefs dinner at Hellenic Snack Bar Friday November 14th use of the bus requested.
- 2 Firematic Services and Funeral for Honorary member Greg Boyd Saturday November 15th and Sunday November 16th. Use of necessary equipment to assist with the funeral has been requested.
- 3 Hwy Clean up on Rt-48 Saturday November 22nd 9AM.

Equipment/Repairs:

1. 8-5-1 Oil leak on the motor, significant oil under the truck after the motor runs for a period of time.
2. 8-5-4 Tire pressures reported to be low, Firematic to check while truck is there for service
3. 8-5-4 Master Drain Valve issue will not open or close Firematic also to check.
4. 8-5-4 Passenger side lightbar bulbs are out Firematic currently repairing.
5. 8-5-17 Oil low when checked.
6. 8-5-17 Passenger low beam headlight was out as of 11/9 repaired 11/10.
7. 8-5-17 does not have a charging cord for the portable suction
8. As of November 9th, 8-5-10 is out of the water for the season.
9. Current 8-5-32 Tahoe still needs oil change and inspection.

Requests:

1. Fire Police requested jackets from East End Sporting Goods as a budget item purchase in October which was tabled by the Board, after contacting Captain Brewer it was found the jackets are for the apparatus (8-5-6 and 8-5-15) not the membership as personal issue, since the last order anyone completing the fire police course was issued one from the vehicle equipment inventory. This purchase is to resupply the fire police vehicles.
2. The chiefs are requesting reimbursement of \$125 for an EMT textbook, a member is enrolled into the EMT class in Medford. Copy of the sent check attached.
3. Member Carlos Rodriguez attended an EMT Class during his summer recess from College, the course was given at Stony Brook University. He is requesting reimbursement for his out of pocket fee to attend the class. His letter is attached.
4. Request from the Southold Mothers Club on Saturday November 22nd at 11AM for a tour of the fire apparatus at HQ.
5. Request from Santa's Christmas Tree Farm to escort Santa to the Farm on Friday November 28th 10AM.
6. Request the use of a truck on Saturday December 6th 4:15PM for a Santa escort to the Cutchogue Historical Society property on Cases Lane.
7. Request from the North Fork Chamber to hold the Christmas in Cutchogue on Saturday December 13th on the FD grounds with use of a building for a magic show at 9:30AM, use of the grounds at 10:30AM for a helicopter landing and a truck for the escort to the Cutchogue Library.
8. Chiefs are requesting the following furniture for the new Chiefs office, 3 new office chairs for the 3 chiefs desks Item #50759, 1 chair for the Dept Secretary Item #50757, 2 3 drawer lateral file cabinets item #30883, 4 36 x 48 chair mats item # 54080.

Misc:

Disciplinary actions to member #632. Member and Board letters attached.

Respectfully Submitted:

Chief Michael C. Boken



EST. 1928

UNITED FIRE COMPANY NO. 1 CUTCHOGUE FIRE DEPT.

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

November 10, 2025

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

**Re: Regular Company Meeting #1168
November 6, 2025**

Gentlemen:

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

- ⇒ Nataly Rivera was elected as a member and assigned company number 638. Her application is attached for your records. **Attachment 1**
- ⇒ Greg Boyd (c/n 318) answered his last alarm on November 7, 2025.

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 2**

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 2