

MINUTES

Cutchogue Fire District

03/12/2024 0715pm | *Meeting called to order by* Christopher Talbot, Chairman of the Board
Meeting opened with a Salute to the Flag

In Attendance

Christopher Talbot, Chairman, David Blados, Michael Finnican: Commissioners

Absent Lawrence Behr, Steven Harned: Commissioners

Thomas Shalvey Jr. Secretary, Peter Zwerlein, Treasurer

Chief William Brewer, Assistant Chief, Christopher Dinizio 2nd. Assistant Chief: Joseph Hinton, Captain

Absent 1st. Assistant Chief C. Voegel

Approval of Minutes

Minutes from the February 12, 2024 meeting were approved as distributed (24-300)

Approval of Treasurers Report and Audited Bills

See attachment

Treasurers report and audited bill for March 12, 2024 approved as distributed (24-301)

Correspondence Received

- 2-14-24: From CFD Chief's. Member #616 has been removed from medical inactive.
- 2-15-24: From CFD Chief's. Member # 250 has been placed on medical inactive.
- 2-23-24: From PSEG. Notice of electric power disconnect from old firehouse.
- 2-25-24: From Chief's Office, member # 275 has been placed on medical inactive.
- 2-29-24: From CFD Chief's Office. Member # 275 has been removed from medical inactive.
- 2-29-24: From Ford Motor Company. Recall on 2021 F-15.0
- 3-1--24: From Southold Town Fire Marshal. Notice of testing alarm system at Good Friends Storage facility on Commerce Drive in Cutchogue.
- 3-1-24: From Auctions International. Notice of start of surplus items auction to end 3-15-24.
- 3-5-24: From SES (District fit testing supplier) Results of 2023-24 testing of members.
- 3-6-24: From Chief's Office. Notice of suspension of member #561.
- 3-7-24: From Island Tech Services. Quote for new laptop requested by Chief's (24-302)
- 3-7-24: From Park East Construction. February 2024 progress report
- 3-8-24: From CF Panthers Drill Team. Request to lease "C" Truck to Riverhead Fire Department.
- 3-11-24: From Chief's Office. Follow-up on status of member # 561 suspension.
- 3-12-24: From United Fire Company #1. Report on March Company Meeting.

Correspondence Sent

- 3-9-24: Certified letters to members #516,#517#,561 & #590. Re; adjustment of 2023 LOSAP points

Secretary Report

- New ID card printer installed and working.

Treasurers Report

- Board will have to issue a new bond anticipation note in the near future for the new firehouse building project.
- Federal assistance to Firefighter Grants for radios and Engine 8-5-1 replacement have been submitted.
- Civil service has requested an update of hourly rates the Board will be paying EMT's.

Board Discussion

- Discussion on leasing Class "C" fire truck to Riverhead Fire Department. Adam Kaelin reported on a meeting held between Cutchogue FD Drill Team and Riverhead FD Drill Team. Cutchogue member in attendance were Adam Kaelin, Chris Witzak, Jim Fogarty Jr. Jim Fogarty Sr. and William Burns. Riverhead has requested to examine the "C" truck on 3-14-24. Mr. Kaelin Will report back with further information.
- Chief Dinizio updated the Board on ongoing testing of radio reception at the new building being erected by Good Friends Sturge on Commerce Drive in Cutchogue by the Southold Town Fire Marshal. Current radio reception in building is very poor. Chief Dinizo reported that a certain section of the building will not be leased until radio reception has been improved. Good Friends will be installing a radio repeater on site and will do further testing.
- Two quotes were received for lawn care at the Annex property located at 32470 Main Road Cutchogue one from Jon Lake and Sons for \$4260.00 and one from Farmview Landscaping for \$5205.00 (24-310)
- Discussion was held on upgrading springs on utility vehicle 8-5-23 (F-150) current springs a light duty type. (24-310)
- Secretary will investigate fuel management system for District fuel pumps.
- No update on status of drill team hauler and trailer.
- All new and updated existing polices will be published in the members section of the Department website

Motions

- 24-300: Motion to approve distributed minutes for, February, 2024 meeting. Motion by D. Blados, Seconded by M. Finnican. All present in favor, motion passed.
- 24-301: Motion to approve treasurer's report and audited bills for February 2024, as presented. Motion by D. Blados Seconded by M. Finnican. All present in favor, motion passed.

- 24-302: Motion to approve purchase of laptop computer requested by Chief's Office from Island Tech Services for \$1396.plus \$9.96 monthly Microsoft 265 software. Motion by S. Harned, Seconded by L. Behr. All present in favor, motion passed.
- 24-303: Motion to table further discussion on lease of "C" truck to Riverhead Fire Department pending further research by both Districts. Motion by S. Harned, Seconded by C. Talbot. All present in favor, motion passed.
- 24-304: Motion to continue suspension of member #561 until April 9, 2024 meeting of the Board. Motion by S. Harned, Seconded by M. Finnican. All present in favor, motion passed.
- 24-305: Motion to approve request of George Schneider member #379 to transfer to Honorary status. Motion by S. Harned, Seconded by M. Finnican. All present in favor, motion passed.
- 24-306: Motion to approve social media policy and have copies distributed to all active members. Motion made by D. Blados seconded by C. Talbot. All present in favor, motion passed.
- 24-307: Motion to purchase portable back drop for ID pictures at a cost not to exceed \$25.00. Motion by M. Finnican, seconded by S. Harned. All present in favor, motion passed.
- 24-308: Motion to approve appointment of Arthur Brewer as Trustee for United Fire Company #1 following affirmative Company vote at March 8, 2024 meeting. Motion by M. Finnican seconded by S. Harned. All present in favor, motion passed.
- 24-309: Motion to approve 2023 LOSAP points as presented with the exception of members #516,517,561 and 590 pending outcome of investigation by Suffolk County District Attorney's Office and Southold Town Police Department into possible criminal activities by #561. Motion made by C. Talbot. seconded by L. Behr. All present in favor motion passed
- 24-310: Motion to hire Jon Lake and Sons Property Maintenance to service Annex property for 2024 at a yearly cost of \$4260.00. Motion by D. Blados seconded by C. Talbot. All present in favor, motion passed.
- 24-311: Motion upgrade rear springs on 8-5-23 (2021 F-150) by All Power Performance for the cost of \$1300.00. Motion by D. Blados seconded by S. Harned. All present in favor, motion passed.
- 24-312: Motion to enter into an agreement with Hendrickson Fire and Rescue Equipment for the purchase of a new type 1 ambulance using Sourcewell contract approved by Attorney Glass for a cost not to exceed \$511,964.00. Motion by D. Blados, seconded by S. Harned. All present in favor, motion passed.
- 24-313: Motion to approve items 1 & 2 Fire Schools on the Chief's report (see attached). Motion made by M. Finnican, seconded by M. S. Harned. All present in favor, motion passed.
- 24-314: Motion to approve items 1-3 Activities on the Chief's report (see attached). Motion made by M. Finnican, seconded by M. S. Harned. All present in favor, motion passed.
- 24-315: Motion to have Albertsons Marine detail and wax unit 8-5-10 (Marine unit) at a cost of \$875.00. Motion made by D. Blados, seconded by L. Behr. All present in favor, motion passed.
- 24-316: Motion to purchase personal floatation devices and accessories as requested by the Chief's Office in their report. (see attached) Motion made by S. Harned, seconded by D. Blados. All present in favor, motion passed.
- 24-317: Motion to replace north apron on Building A. Project awarded to Jon Lake and Sons Property Maintenance for a cost of \$4200.00. Motion made by S. Harned, seconded by D. Blados. All present in favor, motion passed.
- 24-318: Motion to adjourn at 827pm. Motion made by S. Harned, seconded by D. Blados. All present in favor, motion passed.

- Resolutions

- 24-03-01: Social media policy (see attached)
- M24-01: Miriamne Waitz #624
- M24-02: David Thompson # 626
- M24-03: Dan Edgett #627

Commissioners Report's

Commissioner Blados

- Engine 8-5-1 is back in service.
- Utility vehicle 8-5-11 Battery repair completed.
- Marine unit 8-5-10 has been returned, still needs work on pump exhaust system.
- Ambulance 8-5-17 is at Hendrickson Fire and Rescue Equipment having Stryker power load stretcher installed.
- Trash pump is being repaired.
- Ladder 8-5-3 damaged wheel chock has been replaced.
- Physicals are mostly complete a few members still need to complete.
- Chief's Car 8-5-32 car to go to CJM Enterprises for repair to center console 3-20-24.
- Request that pumps be flushed out monthly by Officers.
- Heavy rescue 8-5-5 had new LED headlights installed.
- Turned over to Treasurer Zwerlein \$3,000.00 cash for sale of used marine engines to Alan Outboard Inc. Queens, NY Marine. Units were previously declared surplus and publicized for public bids None were received.

Commissioner Talbot

- No Report

Commissioner Behr

- Cost of workman's compensation policy has increased for 2024.
- Looking into possibility of having overnight Stony Brook medics stage at Annex building.

Commissioner Harned

- Two decommissioned wells #32 and #54 have been removed Coastline Drainage.
- Has scheduled meeting to get updates on hiring paid EMS personnel for District.
- Building B floor should have regular cleaning scheduled by district custodial workers.

Commissioner Finnican

- Demolition of old firehouse has started on 3-11-24. Site is off limits to all personnel during the demolition and construction process.
- J R Home Improvements to replace missing supports after installation of new North overhead door on Building A is completed.
- Vent on new heater on west side of Building A is still leaking during heavy rain.
- Cleanup from installation of new overhead door on north side of Building A went well.

Chief's Report

See Attachment

8-5-30

- Mud flap missing from Fire Police Unit 8-5-15.
- Chief's car due for service.
- Discussed having graphics updated on utility vehicles 8-5-19 & 8-5-23

8-5-31

- Absent.

8-5-32

- No report.

Captain Report

- Well pumping to start soon.

Audience Participation

- Adam Kaelin discussed the current status of drill team and discussions held with Riverhead Ironmen Drill team about possible lease/sale of District class "C" truck.

Next Meeting

04/09/24, At CFD Annex 32470 Main Road Cutchogue @ 7:00 pm

Cutchogue Fire District
 Abstract of Transactions For Approval
 March 12, 2024
Warrant 24-03

Pay To	Amount
ALL POWER PERFORMANCE	953.00
AZAMA DE CHAPETON MARGARITA	420.00
BENDER MATTHEW & CO., INC.	76.08
BLU-J MARINE LLC	4,534.95
BREWER WILLIAM	97.71
CAPITAL ONE, N.A. CORP. CARD	6,345.59
CASSONE LEASING, INC	1,033.00
COASTLINE CESSPOOL & DRAIN	1,200.00
CUTCHOGUE FIRE DEPT. CHIEFS	125.00
CUTCHOGUE HARDWARE	13.46
DRAGON FIRE DISTRIBUTION	553.79
EMERALD DOCUMENT IMAGING	372.00
FIRE DIST OF NY MUTUAL INS CO	56,696.00
FIRE END & CROKER	394.80
FIREMATIC SUPPLY	537.45
GLASS JR. WILLIAM F. ESQ.	557.00
LUPTON & LUCE, INC.	8,737.14
MARTIN C. AUTOMOTIVE SUPPLY	120.00
MASON W.B.	654.99
MATTITUCK ENVIRO SERVICES	331.56
NASSAU DIAGNOSTICS, INC.	9,325.00
NATIONAL GRID	452.23
NORTH FORK SEAL COATING	500.00
NYS EMPLOYMENT TAXES UI	385.12
OPTIMUM	882.45
PARK EAST CONSTRUCTION CORP	1,500.00 < Cap Proj Fund
PAYCHEX	129.95
PAYROLL	18,344.99
PECONIC ENERGY CORP	740.23
PETRO COMMERCIAL SERVICES	1,152.44
PSEG LONG ISLAND	2,473.32
PSEG LONG ISLAND ANNEX	45.13
RIVERHEAD BUILDING SUPPLY	377.92
ROSLAK ELECTRIC, INC.	683.23
SAFETY & ENV. SOLUTIONS, INC.	35.00
SPRAGUE OPERATING RESOURCES	732.83
SUFFOLK COUNTY WATER AUTHORITY	160.44
UNITED STATES TREASURY EFTPS	1,403.01
VERIZON LAND LINES	98.47
VERIZON WIRELESS	97.06
WITMER ASSOCIATES, INC.	1,966.58
XCL BUSINESS TECHNOLOGIES INC	130.18
<u>Total bills for approval 3/12/2024.....</u>	<u>\$125,369.10</u>



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

William Brewer
Chief

Christian Voegel
1st Assistant Chief

Christopher Dinizio
2nd Assistant Chief

Michael C. Boken
Department Secretary

Thomas Roslak
Chaplain

March 2024

Fire School/Training

- 1- Monthly In-House Training – Thursday March 21st
- 2- Fire School at Yaphank – Tuesday April 9th

Activities:

- 1- CFD Islanders Hockey Game Trip – Saturday March 23th
- 2- Suffolk County Vol. Firefighters Assoc. Meeting- Tuesday March 26th @ Bayport
- 3- Polar Plunge Ambulance Stand-by Saturday April 6th – New Suffolk

Equipment/Repairs:

1. Repair of broken Step light on rear of 8-5-4.
2. 8532 intermittent light & radio issue
3. Re-lettering of 8-5-19 & 23
4. Speedometer not working on 8-5-5

Requests:

1. Request to go forward with purchase of new ambulance as designed and proposed. (Letter was submitted last month.)
2. Request to have 8-5-10 hull waxed prior to launching.
3. Request to purchase assorted PFD's for Boat. (larger sizes)

Respectfully Submitted:

Chief William A. Brewer



EST. 1928

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

March 11, 2024

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

Re: Regular Company Meeting #1148
March 7, 2024

Gentlemen:

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

- ➡ George Schneider (c/n 379) was placed on the Honorary List as per his request. **Attachment 1**
- ➡ Election of new members (with company number): Miriamne Waitz (624), Dave Thompson (625), Dan Edgett (626). The District copy of their applications is attached for your records. **Attachments 2-4**

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 you may 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



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

March 18, 2024

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

Re: Regular Company Meeting #1148
March 7, 2024
ADDENDUM

Gentlemen:

In addition to my letter of March 11, 2024 please be advised of the following action that took place at the above referenced meeting.

- ▶ Arthur Brewer (c/n 365) was elected to serve the remaining term as Trustee vacated by Peter Zwerlein (c/n 505). The term will expire in December 2024. I have attached a revised list of the current company officers. **Attachment 1**

Please contact me if I can be of any further assistance in this matter.

Firematically yours,
THE UNITED FIRE COMPANY No. 1

Tom

Thomas Cybulski
Recording Secretary

cc: Chief William Brewer
Captain Joseph Hinton

Attachment(s) 1

C

CUTCHOGUE FIRE DISTRICT

U

SOCIAL MEDIA POLICY

T

Resolution 24-03-01

C

The Cutchogue Fire District acknowledges that use of technology by emergency service organizations provides several useful benefits including training and the acquisition of useful information for the betterment of the organization and its members. It also allows for the dissemination of information to the public for recruitment, safety education and public relations purposes. As such, the Cutchogue Fire District embraces the usage of this new/ instant technology to that end.

E

This policy establishes the Cutchogue Fire District's social media and instant technology use procedures and protocols which are intended to mitigate associated risks from the use of this technology where possible.

R

This policy applies to all employees of the Cutchogue Fire District, volunteer members of the Cutchogue Fire Department, consultants and contractors performing business on behalf of the Cutchogue Fire District.

E

For the purposes of this policy, the term instant technology is defined as resources including, but not limited to, instant messaging, texting, paging and social networking sites such as Facebook, My Space, LinkedIn, Twitter, X, Ticktoc, Youtubec and any other information sharing services, websites and/or biogs.

All Department/District social media pages shall be approved by the Fire Chief/Board of Fire Commissioners or their designees. All social media content shall adhere to all applicable laws, regulations and policies including the records management and retention requirements set by law and regulation.

The Internet and other information sharing devices are global entities with no control of users or content. Therefore, available resources may contain material of a controversial nature. The Cutchogue Fire District is not responsible for information found on these sources.

The Fire District understands the value of such technology, but also understands the concerns and issues raised when information is released that violates privacy concerns or portrays this organization to the public in an illegal or negative manner (intentional or unintentional). Therefore, no information, videos or pictures gathered while on Cutchogue Fire District/Fire Department business (this includes emergency calls, meetings, drills, details, trainings or anything obtained on organization property or at organization functions) may be shared or posted in any format without the approval and written consent of the Fire District's Public Information Officer.

Under this restriction, members and employees are prohibited from disseminating or transmitting in any fashion photographs or images of individuals receiving emergency

medical assistance. Any such transmission may violate New York State Laws and/or the HIPPA privacy rights of such individuals and may result in a criminal and/or civil proceeding being commenced against members and employees violating this provision of the policy.

This policy is not intended to limit your right to freedom of speech or expression; but as we are a public entity, it has been put in place to protect the rights of this organization, its members and the public we are sworn to protect. Members and employees are advised that their speech directly or by means of instant technology either on or off duty and in the course of their official duties that has a connection to their professional duties and responsibilities may not be protected speech under the First Amendment. Speech that impairs or impedes the performance of the Fire Department/Fire District, undermines discipline and harmony among co-workers or negatively affects the public perception of the department/District may be sanctioned.

As a basic concept of constitutional law, a public employee may comment on a matter of public concern. However, airing personal workplace grievances does not raise a matter to a level of public concern.

In that regard, members and employees must follow the following guidelines when discussing the Fire District/Fire Department on Social Media Websites:

- o Do not make any disparaging or false statements or use profane language.
- o Do not make any statements or other forms of speech that ridicule, malign, disparage or otherwise express bias against any race, religion or protected class of individual.
- o Make clear that you are expressing your personal opinion and not that of the Fire District/Fire Department.
- o Do not share confidential or proprietary information.
- o Do not violate Fire District/Fire Department policies including the Code of Ethics.
- o Do not display Department or District logos, uniforms or similar identifying items without prior written permission.
- o Do not post personal photographs or provide similar means of personal recognition that may cause you to be identified as a firefighter, officer or employee of the Department or District without prior written permission.
- o Do not post personal photographs or provide similar means of personal recognition that may cause you to be identified as a firefighter, officer or employee of the Department or District on any online dating or similar sites.
- o Do not publish any materials that could reasonably be considered to represent the views or positions of the Department or District without authorization.
- o Do not post pictures of comments that violate the privacy rights of Department or District personnel or would violate any Department/ District rules and/ or any state or federal laws.
- o Consider the guidelines stated in the Department/ District Policy which prohibits the commission of sexual harassment and discrimination against your fellow personnel when deciding to send any communications which include pictures, comments and other forms of reference to the personnel you work or serve with and do not violate that rules and laws.

- o Do not assume that the willingness of a fellow worker or volunteer who is the subject of an offensive or improper communication to accept and not complain about the communication prevents the communication from violating the rights of other workers and volunteers.
- o Do not communicate pictures and/ or personal information concerning a fellow employee or volunteer because placing this information into the public domain may subject them to harassment, stalking and other dangers.

The Cutchogue Fire District owns the rights to all data and files in any owned computer, network, cell phone or other information system. The Cutchogue Fire District also reserves the right to monitor electronic mail messages (including personal/private/instant messaging systems) and their content, as well as any and all use of the Internet and of computer equipment used to create, view, or access e-mail and Internet content. Members and employees must be aware that the electronic messages sent and received using Cutchogue Fire District equipment are not private and are subject to viewing, downloading, inspection, release, and archiving by District and Department Officers at all times. The Cutchogue Fire District has the right to inspect any and all files stored in private areas of the network or on individual computers or storage media in order to assure compliance with policy and state and federal laws.

Inappropriate use of the Internet and instant technology while on Cutchogue Fire District/Fire Department business may result in disciplinary actions, up to and including termination as an employee of the Fire District or volunteer member of the Fire Department.

Cutchogue Fire District/Department computer equipment is to be used for fire district/department business and purposes in a professional and businesslike manner.

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

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

Adopted March 12, 2024

Thomas Shalvey Jr.

Secretary