

Minutes

Board of Fire Commissioners
Cutchogue Fire District

Date: March 11, 2025

Time: 7:00 P.M.

Meeting called to order by:

Lawrence Behr, Chairman of the Board

Moment of silence observed for departed member

Thomas Lademann

In attendance

Lawrence Behr, Chairman, Steven Harned, Vice-Chairman, David Blados, Michael Finnican, Christopher Talbot
Commissioners

Peter Zwerlein, Treasurer, Thomas Shalvey Jr. Secretary

Approval of Minutes

The Board approved the minutes from February 11, 2025, meeting as distributed to the Board members.
Motions 25-300.

Approval of Treasurer's reports

See Attachments

The Board approved the February reports for the general fund and capital buildings project as presented by
Treasurer Zwerlein. Motions 25-301 and 25-302

Correspondence Received

- 2-28-25: From TRC site plan for proposed solar farm on town property on Cox Lane
- 3-3-25: From Suffolk Water Authority second request for hydrant locations on Oregon Road extension.
- 3-3-25: From Stryker medical quote for service contract for stretchers. (no action).
- 3-4-25: From William Glass, Attorney opinion on need to have every job applicant for Custodian job interviewed.
- 3-7-25: From member #444 notice of receiving certified letter regarding status on medical inactive list.
- 3-10-25: From Cutchogue Chief's notice that member #379 has been removed from medical inactive list.
- 3-10-25: From Southold Town Planning Dept. Subdivision application from McBride Family Farm.
- 3-10-25: From Southold Town Planning Dept. Site plan for proposed solar farm for review.
- 3-10-25: From XCL services quote for new printer copier (No action).
- 3-11-25: From United Fire Company, report on February Company meeting (See attached).

Correspondence Sent

- 2-18-2025: To Southold Town Planning. Approval of site plan for subdivision located at 29330 Main Road Cutchogue.
- 2-28-2025: To member #444 certified letter regarding medical status.

Secretary Report

- Presented service contract proposal for new stretchers from Stryker for discussion, no action.
- Presented quote from XCL printers about possible replacement of multi-use printer in Board room, no action.

Board Discussion

- Discussion was held on the status of Class C fire truck currently in storage. Possible interest from Riverhead Fire District. Awaiting correspondence from Riverhead Board.
- Discussion held on color of truck bay doors on new firehouse building project. Commissioner Blados suggested Red. Informal poll of Board showed majority preferring white as proposed by the architect.
- Held interviews with prospective candidates for open custodial position. Recommended hiring one full-time and 2 additional part-time custodians.
- Initial discussion on proposed solar farm to be located at the site of the former town landfill located on Cox Lane Cutchogue, further discussion to take place with Chief's Office.
- Discussed status of possible upgrade or replacement of existing SCBA (self-contained breathing apparatus). Secretary to gather further information.
- Request from member #405 to be assigned to restricted/light duty. NDI medical provider states that such a position does not exist in our plan. Chief's office to follow up with member #405.

Motions

- 25-300: Motion approve minutes from February 11, 2025, regular meeting as distributed. Motion made by S. Harned, seconded by D. Blados. All present in favor motion passed.
- 25-301: Motion to accept report on general fund expenditures for February 2025 as presented by Treasurer Zwerlein. Motion made by D. Blados, Seconded by S. Harned. All present in favor motion passed.
- 25-302: Motion to accept report on capital project fund expenditures for February 2025 as presented by Treasurer Zwerlein. Motion made by D. Blados, Seconded by S. Harned. All present in favor motion passed.
- 25-303: Motion to approve location of new hydrants as proposed by Chief's Office and notify Suffolk County Water of suggested locations. Motion made by D. Blados, Seconded by S. Harned. All present in favor motion passed.
- 25-304: Motion approve member Steve Cavalier request to be placed on the inactive list as approved by the United Fire Company at meeting held on 3-6-2025. Motion made by S. Harned, Seconded by D. Blados. All present in favor motion passed.
- 25-305: Approve expulsion of member Lori Levinson #600 by United Fire Company at March 2025 meeting. Motion made by S. Harned, Seconded by D. Blados. All present in favor motion passed.
- 25-306: Motion hire John Slattery Jr. as full-time custodian and Sam Strickland Jr. and Terrance McGowan as part-time custodians. Motion made by S. Harned, Seconded by M. Finnican. All present in favor motion passed.
- 25-307: Motion post legal notice and request bids for lawn care for 355 New Suffolk Road and Annex property Motion made by M. Finnican, Seconded by D. Blados. All present in favor motion passed.
- 25-308: Motion to approve items 1&2 Training of Chief Boken's report (see attached). Motion made by M. Finnican, Seconded by D. Blados. All present in favor motion passed.
- 25-309: Motion to approve items 1&2 activities on Chief Boken's report (see attached). Motion made by D. Blados, Seconded by M. Finnican. All present in favor motion passed.

- 25-310: Motion to approve purchase of webbing and tool mounting brackets for unit 8-5-4 on Chief Boken's report (see attached). Motion made by S. Harned, Seconded by M. Finnican. All present in favor motion passed.
- 25-311: Motion accept offer from Riverhead Fire Department if presented at a future date. Motion made by D. Blados, Seconded by S. Harned. All present in favor motion passed.
- 25-312: Motion to convert bond anticipation notes to standard bonds as per recommendation of treasurer Zwerlein . Motion made by D. Blados, Seconded by S. Harned. All present in favor motion passed.
- 24-313: Motion to adjourn at 8:08 pm. Motion made by L. Behr, seconded by D. Blados. All present in favor motion passed.

Resolutions

- 25-3-01: Resolution to approve LOSAP points for calendar year 2024. Motion by D. Blados Seconded by S. Harned; Voting Showed D. Blados, aye, S. Harned, aye, L. Behr, aye, M.Finnican, aye, C. Talbot aye. Motion carried.
- M-25-01: Resolution to approve Carlos Rodriguez as member 634 of United Fire Company #1. Motion by C. Talbot, second by D. Blados. Voting showed C. Talbot, aye, D. Blados aye, L. Behr aye, S. Harned, aye, M. Finnican , aye. Motion carried.

Commissioner Reports

Commissioner Blados

- 8-5-4 window switches repaired
- 8-5-4 will be evaluated by Firematic Supply for estimate of possible refurbishment at a future date.
- 8-5-4 getting estimate for mew mounting brackets

Commissioner Finnican

- Progress on new building.
- Presented names for review as candidates for custodian job(s).

Commissioner Talbot

- Discussed looking into contracting with billing service for potentially charging insurance carriers for EMS transports by Department.

Commissioner Behr

- Thanked membership for pitching in with small tasks around the firehouse.

Commissioner Harned

- Gave report on custodian candidates.

Chief's Reports

Chief Boken

- See Attached
- Reported on hydrant placement on proposed water main extension on Oregon Road,

Chief Dinizio

- No report.

Chief Hinton

- No Report.

Captain's Reports

Captain Pearsall

- Absent

Captain Brewer

- Absent

Captain Burns

- Absent

Captain Nicholson

- Absent

Approved Chief's February Requisitions

- SCBA storage bags from Amazon \$229.90 (25-215).
- Minitor VI batteries from Amazon \$396.00 (25-215).
- Hydrant wrench for 8-5-2 from the Fire Store \$108.14 (25-211).
- DeWalt tools for 8-5-5 from Amazon \$312.50 (25-215).
- 2 lengths of 100' supply hose from Arnold Fire Equipment \$1778.00 (25-211).

Audience Participation

None

Meeting adjourned at 8:08 P.M.

Next meeting April 8, 2025 7:00 P.M. at CFD Annex

Respectfully Submitted

Thomas Shalvey

Secretary

CUTCHOGUE FIRE DISTRICT

AGENDA

Date: 3/11/2025

Time: 1900

Secretary Thomas Shalvey Jr.

Board members

Larry Behr Chairman | Steve Harned Vice-Chairman, David Blados, Commissioner, Michael Finnican, Commissioner, Christopher Talbot Commissioner

Time	Item
1900	Salute to flag
	Roll Call of Officers {Quorum Met} [X]
	Approval of Distributed Minutes [X]
	Approval of Distributed Treasurers Report [X]
	Approval of Audited Bill as presented by Treasurer [X]
	Correspondence and Action Taken
	Commissioners Reports
	To do:
	1) Certify 2024 LOSPA points.
	2) Stryker stretcher service contract.
	3) New custodian.
	Chief's Report and Action Taken: See Attached
	Old Business, If Any.
	1) Status of members on long term medical inactive.
	2) Response to Suffolk water about proposed Oregon Road extension.
	New Business
	3) Discuss town solar farm plan on landfill site. (FRA) needed?
	4) Lawn care for 2025.
	5) McBride subdivision.
	Public Participation State name and address if not known to Board
	Adjournment Time: 8:08 P.M.

Meeting Notes 03/11/2025

Correspondence Received

<i>Date</i>	<i>Mail</i>	<i>Email</i>	<i>From</i>	<i>Regarding</i>
2-28-25	Cert Mail		Southold Town	Site plan for solar energy field on landfill site.
3-3-25		X	Suffolk Water	Second request about proposed water main extension on Oregon Road.
3-3-25		X	Stryker	Service contract for stretchers.
3-3-25	X		Chief's Office	Member #505 on Medical Inactive.
3-4-25		X	William Glass	Opinion on need to interview every applicant for custodian job. Not required.
3-7-25	X		Member #444	Return card for certified mail.
3-10-25		X	NDI	Member #379 off Medical Inactive.
3-10-25	X		Chief's Office	6-month update for member #444 to remain on Medical Inactive
3-10-25	X		Southold Town Planning	Subdivision application for McBride
3-10-25	X		Southold Town Planning	Request for review for solar farm on old landfill property on Cox Lane
3-10-25		X	XCL services	Quote for new large printer/fax/scanner
3-10-25	X		United Fire Company	March meeting report

Correspondence Sent

<i>Date</i>	<i>How</i>	<i>To</i>	<i>Regarding</i>
2-18-25	Mail	Southold Town Planning Board	Response to subdivision proposal for 29330 Main Road.
2-28-25	Cert Mail	Tony Berkoski	Request for 6-month update on medical status

Cutchogue Fire District
 Abstract of Transactions For Approval
 General Fund, March 11, 2025

Warrant 25-03

Pay To	Amount
AZAMA DE CHAPETON MARGARITA.....	\$385.00
BOUND TREE MEDICAL LLC.....	\$245.69
CASSONE LEASING, INC.....	\$919.00
CUTCHOGUE FIRE DEPT. CHIEFS.....	\$500.00
EESG CUSTOM APPAREL.....	\$5,182.50
EMERALD DOCUMENT IMAGING.....	\$384.00
ENNIS, GARY (training reimb.).....	\$50.00
FIREMATIC SUPPLY.....	\$5,593.50
GLASS JR. WILLIAM F. ESQ.....	\$568.00
GRAINGER.....	\$33.44
ISLAND TECH SERVICES.....	\$1,381.52
JENDCO SAFETY SUPPLY, INC.....	\$501.04
LAKE JON & SONS PROP. MAINT.....	\$2,150.00
M&T BANK CREDIT CARD PAYMENTS.....	\$4,369.51
MARTIN C. AUTOMOTIVE SUPPLY.....	\$13.95
MATTITUCK ENVIRO SERVICES.....	\$453.87
NASSAU DIAGNOSTICS, INC.....	\$9,855.00
NYS EMPLOYMENT TAXES UI.....	\$599.79
OPTIMUM.....	\$1,171.70
ORLOWSKI HARDWARE COMPANY.....	\$17.76
PAYCHEX.....	\$191.44
PAYROLL.....	\$29,763.01
PETRO COMMERCIAL SERVICES.....	\$315.44
PSEG LONG ISLAND.....	\$3,264.07
SAFETY & ENV. SOLUTIONS, INC.....	\$1,620.00
SOUTHOLD HARDWARE.....	\$7.99
SOUTHOLD PHARMACY.....	\$167.00
SPEEDY SIGN FX.....	\$50.00
SPRAGUE OPERATING RESOURCES.....	\$528.65
THOMPSON DAVID (training reimb.).....	\$50.00
UNITED STATES TREASURY EFTPS.....	\$2,287.67
VALERO CUTCHOGUE.....	\$141.64
VERIZON WIRELESS.....	\$167.11
XCL BUSINESS TECHNOLOGIES INC.....	\$138.38
<u>Total bills for approval 3/11/2025.....</u>	<u>\$73,067.67</u>

Cutchogue Fire District
Abstract of Transactions For Approval
Capital Projects Fund, March 11, 2025
Warrant 25-03

<u>Pay To</u>	<u>Amount</u>
COMMANDER ELECTRIC, INC.....	\$36,900.00
PARK EAST CONSTRUCTION CORP.....	\$10,410.00
STALCO CONSTRUCTION, INC.....	\$446,489.51
<u>Total bills for approval 3/11/25.....</u>	<u>\$493,799.51</u>



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

March 11, 2025

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

**Re: Regular Company Meeting #1160
March 6, 2025**

Gentlemen:

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

- ➡ Carlos Rodriguez was elected as a new member and assigned company number 633. The District copy of his application is included for your records. **Attachment 1**
- ➡ Honorary member Thomas Lademann has answered his last alarm.
- ➡ Firefighter Steve Cavalier (c/n 484) was placed on the Inactive List as per his request. **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

Attachment(s) 3



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

Michael C. Boken
Chief

Christopher Dinizio
1st Assistant Chief

Joseph Hinton
2nd Assistant Chief

Christian Figurniak
Department Secretary

Thomas Roslak
Chaplain

March 11, 2025

Fire School/Training

1. In House training Thursday March 20th 7PM
2. In House SCBA floor hockey in building B Monday March 24th 7PM

Activities:

1. Highway Cleanup on Rt-48 Saturday March 15th at 10 AM
2. Islanders Game at UBS Arena Saturday March 22nd Request use of district vehicles for transportation.

Equipment/Repairs:

1. While on recent Mutual aid to Westhampton for a Brush Fire 8-5-17 transported an injured fireman from another dept. to PBMC when vehicle turned off would not start and had to be jump started. No problems since?

Requests:

1. Request to purchase mounting brackets for our 2 NY roof poles for the exterior cab on 8-5-4. 2 prices attached.

Misc:

In regards to the boards request for hydrant locations on Oregon Rd. The Chiefs inspected the location and determined the need for 3 hydrants in the 1900 ft main installation. Drawing Attached.

Turnout Gear was inspected and determined that we will not be able just replace general parts, we have 4 active interior members which need to have their sets replaced. FF's L. Behr, C. Talbot, K. Burns and R. Horton. We are still working on a fitting date.

Purchases:

1. Request to purchase 200ft of 1" tubular Orange webbing for Interior RIT team members. Price attached.

Respectfully Submitted:

Chief Michael C. Boken

Cutchogue Fire District
Resolution of the Board of Fire Commissioners
Resolution Number: 25-3-01

In the matter of approving the 2024 certified points

WHEREAS, the Fire District is the sponsor of a Length of Service Award Program (LOSAP) on behalf of the Cutchogue Fire Department in accordance with Article 11-A of the New York State General Municipal Law (GML);

WHEREAS, as required by GML § 219-a(2)(c), the Cutchogue Fire Department has submitted the attached list, certified under oath, of active members of the Fire Department, indicating those volunteers who earned at least fifty (50) points during 2024 to qualify for service credit;

WHEREAS, the certification made by the Fire Department includes a statement that the points recorded on the attached list have been tabulated in accordance with the Point System adopted by the Fire District to be in effect during calendar year 2024, and to the best of the knowledge of the Fire Department, is a true and accurate reflection of the activities performed by the active members;

WHEREAS, GML § 219-a(2)(d) requires the Board of Fire Commissioners (Board) to review and approve the attached list, then return it to the Fire Department to be posted for thirty (30) days; and

WHEREAS, the Board has completed its review of the attached list; NOW, THEREFORE BE IT

RESOLVED, that the Board of Fire Commissioners approves the attached list of volunteer firefighters of the Cutchogue Fire Department and the points earned by these firefighters during calendar year 2024; and be it further

RESOLVED, that a copy of this adopted resolution and the attached list shall be returned to the Fire Department for posting for a minimum of thirty (30) days.

Commissioner **D. Blados** raised the motion to approve, Commissioner **S. Harned** seconded the motion, and upon roll call the vote of the Board was as follows:

Commissioner	<u>Behr</u>	Aye
Commissioner	<u>Blados</u>	Aye
Commissioner	<u>Finnican</u>	Aye
Commissioner	<u>Harned</u>	Aye
Commissioner	<u>Talbot</u>	Aye

The resolution was thereupon declared duly adopted.

Dated: **March 11, 2025**

Certified by Fire District Secretary (signature or seal):



**NOTICE TO FIREFIGHTERS OF THE
CUTCHOGUE FIRE DEPARTMENT**

POSTING OF 2024 SERVICE AWARD PROGRAM POINTS

Any firefighter who is noted as having earned fifty (50) or more points during 2024 will qualify for service credit, provided the minimum age requirement and/or other participation requirements as stipulated in the Plan Document are met.

If you are listed as not earning at least fifty (50) points, but your records indicate that you attended enough activities to earn at least fifty (50) points during 2024, you have the right to appeal within thirty (30) days of the date on which the list was originally posted.

If you wish to submit an appeal, in accordance with the New York State General Municipal Law Section 217(g), the appeal must be in writing and mailed to the Fire District Secretary. You should formally file this appeal to ensure it is officially recorded. However, we also ask that you contact the Fire Department representative noted below, who will perform an initial review of your appeal and work with the Board of Fire Commissioners to make any adjustment that may be required.

The person to contact regarding the 2024 points is:

Name: Thomas Shalvey Jr.

Title: Secretary

Email: cutfdoffice850@gmail.com

Phone: 631-734-5078

The approved 2024 points list was posted beginning February 1, 2025 and removed on March 7, 2025.

Acknowledgement and Certification of Posting

On behalf of the Cutchogue Fire Department, I certify that the Board-approved 2024 points listing was posted for a minimum of thirty (30) days, as indicated by the posting dates noted above. Furthermore, by making the appropriate selection below, I certify any changes made to the listing.

Were any changes made to the Board-approved listing? YES X NO
(Please check one and attach an explanation if you have marked "YES")


Signature

3-11-2025
Date

TO: Firefly Admin Inc.

FROM: Cutchogue Fire District Board of Fire Commissioners

DATE: March 11, 2025

RE: Submission of Calendar Year 2024 LOSAP Points & Service Credit

The Board of Fire Commissioners has overseen and completed the annual process of certifying, approving, and posting the 2024 LOSAP points and service credit as required by Article 11-A of the New York State General Municipal Law.

In addition, the Board has ensured the accuracy of the transcription of points earned from the internal points-tracking system to the Firefly roster.

The Board releases the 2024 LOSAP points and service credit listing to Firefly Admin Inc. for use in assisting the Board to administer the LOSAP in accordance with the terms of the Firefly Admin Inc. Engagement Letter.

We understand that Firefly Admin Inc. will be relying on the accuracy and reliability of the information now submitted by the Board on the Firefly-provided roster, and Firefly Admin Inc. will use this information to determine benefit eligibility and contributions owed by the Fire District to fund the benefits accrued by the participating volunteers. We acknowledge that Firefly Admin Inc. is not responsible for verifying the transcription of the points from the internal points-tracking system to the Firefly roster, audit the information, or to uncover errors that may exist.

Respectfully submitted by the Chair of the Board of Fire Commissioners:



Signature

TO: Cutchogue Fire District Board of Fire Commissioners
FROM: Cutchogue Fire Department
DATE: March 11, 2025
RE: Calendar Year 2024 LOSAP Points Certification

In accordance with New York State General Municipal Law § 219-a(2)(c), the Fire Department is required to submit to the Board of Fire Commissioners a list of all volunteer firefighters identifying those who have earned a year of service credit during calendar year 2024 by **March 31, 2025**. This list of volunteers is to be certified under oath.

The Cutchogue Fire Department hereby submits the attached list of volunteer firefighters of the Fire Department, indicating those volunteers who earned at least 50 points during 2024 to qualify for service credit. The Fire Department certifies that, to the best of our knowledge, the total points earned by each volunteer firefighter was compiled in accordance with the current version of the LOSAP Point System adopted by the Fire District.

The Fire Department is not aware of any errors in the points; however, if errors are discovered by the Board or during the 30-day posting period, we will work with the Board to address and correct those errors.

Oath to be administered:

The undersigned is authorized by the Fire Department to, on behalf of the Fire Department, certify under oath the accuracy of the attached listing as well as the statements made above.

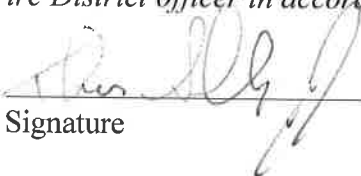
Michael C. Boken
Name of Authorized Person


Signature

Chief
Title

Oath administered by the following Fire District officer in accordance with Town Law §176(4-b):

Thomas Shalvey Jr.
Name of Fire District Officer


Signature

Secretary
Title

Note: The Board of Fire Commissioners must now review and approve the attached listing at an upcoming Board Meeting. After it is approved, please return the listing to the Fire Department so it can be posted for 30 days for review by the membership.