

2016 Minutes of the CUTCHOGUE FIRE DISTRICT Page 1 of 6

April 12, 2016

The regular meeting of the Cutchogue Fire District was called to order by Commissioner Joseph S. Zuhoski Jr., at the Cutchogue Firehouse, at 8 pm with the pledge to the Flag.

Roll call of the Officers taken as follows; Joseph Zuhoski Jr, present; Sanford Friemann, absent; Andrew McCaffery, present; Robert Fisher, present; James Fogarty Jr., absent; Treasurer Peter Zwerlein, present and Secretary Matthew Martin, present.

Motion was in order to accept the previous minutes and treasurers' report as distributed to commissioners. Motion by Commr Fisher seconded by Commr McCaffery, motion carried unanimously.

Treasurer Zwerlein read current bills for board approval totaling \$ 287,245.81, so moved by Commr McCaffery seconded by Commr Fisher motion approved unanimously.
A copy thereof is on the last page of these minutes as Attachment #1.

Treasurer Zwerlein discussed the need to classify amounts of money encumbered at the end of the 2015 fiscal year. Discussion followed and upon a **motion** by Commr McCaffery to properly classify amounts encumbered at the end of the 2015 fiscal year in compliance with the districts fund balance classification policy to assign \$15,774.00 of the General Fund unrestricted fund balance for costs associated with purchase orders issued and open at December 31, 2015. Motion seconded by Commr Fisher, carried unanimously.

Correspondence:

Letter from Department Secretary Fred Kaelin informing the board of the nominations for Departmental officers was held on April 7th, 2016 at 7:30pm with the results as follows:
William Brewer was nominated for Chief of Department with 53 of the 61 ballots cast.
Lawrence Behr was nominated 1st Asst. Chief with 56 of the 61 ballots cast.
William Burns was nominated 2nd Asst. Chief with 37 of the 59 ballots cast.
Fred Kaelin Jr. was elected Department Secretary for the ensuing year.
69 members were in attendance for the meeting.

Chairman Zuhoski now called upon the board for the appointments of the departmental chiefs and secretary. Commr Andrew McCaffery motioned to appoint William Brewer as Chief of the Department; to appoint Lawrence Behr as 1st Assistant Chief; to appoint William Burns as 2nd Assistant Chief and to approve the election of Fred Kaelin Jr. as Department Secretary. Motion was seconded by Commr Fisher and carried unanimously. Official swearing in to take place during the Installation of Officers on April 30th, 2016.

Letter from Chief Brewer advising that firefighter James Burns has been removed from the medical inactive list and returned to duty per Nassau Diagnostics.

Letter from Chief Brewer advising that firefighter Andrew McCaffery has been placed on the medical inactive list as of April 7, 2016.

Three (3) Sealed Bids received for the surplus Chevrolet 15-passenger van as follows:

- Patrick Hyland \$3,551.51.
- James A Pirillo \$3,198.99.
- Red Truck Sales \$2,750.99.

Chairman Zuhoski announced that the sale was to go to the highest bidder and what is the board's pleasure? Motion now made by Commr Andrew McCaffery to accept the bid from Patrick Hyland for \$3,551.51 and to have Secretary Martin complete the sale and paperwork. Motion seconded by Commr Fisher and carried unanimously. Chairman Zuhoski declared the vehicle sold to Mr. Patrick Hyland.

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April 12, 2016 continued:

Letter from US Coast Guard officer Don Cotrone requesting permission to install a USCG Aux. sign between our Cox Lane property and 8 Hands Farm who have already agreed to this request. A short discussion followed and it was noted that several of these signs were already placed in the town. Motion by Commr Zuhoski, seconded by Commr Fisher to allow placement of the sign adjacent to our Cox's Lane property line and 8-Hands farm property line, motion carried unanimously. Secretary to advise Mr. Cotrone.

Letter from the Vocational-Education and Extension Board of Suffolk County informing of a vacancy on the VEEB board. Anyone wishing to apply for this 9-year term should contact Robert Holley at Yaphank.

Letter from FEMA and AFG informing that grants for FY 2015 will open April 4th and close May 6th 2016 at 5 pm.

Confirmation from Suffolk County Water Authority of April 5th that 2 fire hydrants can be installed on the proposed Cox Lane water main extension if desired. Motion made by Commr Fisher, seconded by Commr Zuhoski to install the two hydrants, at the usual rental rate of \$180.00 per year, on Cox Lane south of Rt. 48. Motion carried unanimously.

Letter received from the State of NY—Workers Compensation Board concerning employee M. Lessard Sr. for his disability from January 12, 2016 to March 24, 2016. Letter on file with his records.

Letter from Kathy Sibol from VFIS requesting a visit to discuss our LOSAP policy for the coming year. She is available on June 15 or 16 and June 22 or 23. Following a brief discussion, either June 22 or 23rd would work for the board. Secretary Martin to confirm with Ms. Sibol.

Completed Agreement between Cutchogue Fire Department and Stony Brook Medicine to provide emergency medical services within the Cutchogue Fire District by "SBUH EMS". Agreement was previously adopted at a regular meeting.

Letter from Southold Town Board of Assessors giving notice to update records for the Real Property Tax Exemption for Volunteer Firemen and Emergency Services.

Letter from Wickham's Fruit Farm inquiring to purchase the top soil that was removed for our new storage building and willing to pay \$16.00 per cu yard and cart is away at no cost to the district. Discussion followed and the board anticipates using the soil for final grading of the storage building and that no decision should be made at this time. Motion by Commr McCaffery and Fisher to table the request till a later date after it is determined how much soil we be needed for backfill. Motion carried unanimously and a letter to be sent to Mr. Wickham informing of the board's decision.

Letter also received from Riverhead Fire District requesting an insurance certificate for use of their drill track for the year 2016. Secretary to have same forwarded to RFD.

Quotation received from J P Hunter Co. Inc. to replace the roof on the west side of the firehouse for \$53,200.00. Some discussion followed and we should consider any interior work plans before going ahead with the roof replacement. In any event, it will require a public bid due to the cost of the job.

Assistant District Attorney Mark Lindemann had a phone conversation with Secretary Martin about the Depot Lane & Rt. 48 intersection Limo accident involving 4 deaths. He advised that although the criminal proceedings are over, the Grand Jury has the power to investigate the safety aspects of the accident. Cutchogue Fire District is on record requesting a left turning signal to be installed at this intersection therefore; He is requesting that one or two members of the department appear before the Grand Jury to reinforce the need for the additional turning lane and signal.

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April 12, 2016 continued:

Discussion followed and a motion was made by Commr Zuhoski, seconded by Commr Fisher to have Commissioners Zuhoski and Fisher attend the Grand Jury and represent the District. Secretary Martin to inform the District Attorney's office that commissioners Zuhoski and Fisher to attend the Grand Jury.

Commissioner's reports:

Commr McCaffery offered his condolences to commissioner Zuhoski and the McBride family for their recent loss of family member Frank H. McBride due to a train accident.

All district insurances have been renewed including workers compensation policy.

The Siren across from firehouse has to been taken down and repaired or replaced.

The Radio Room is nearing completion however a Marine Radio is needed for our boat and rescue activities. Also planning to monitor F2 frequency throughout the firehouse and to relocate the Hi-band antenna on the pole, he estimates about \$2,000.00 for the work.

Replacement Van for 8-5-6 is being outfitted now with electronics and radio chargers.

Commr Fisher further discussed the roof repair on west side of firehouse and that it is leaking into the storage room below. He asked the treasurer what resources we have to fund this work. Treasurer Zwerlein said it would have to come out of the Building Reserve funds via a permissive referendum. Commr McCaffery interjected the need for replacement of the barn roof on the east side property. It was decided to further assess our roofing needs before proceeding at this time.

Exterior entry door mats are in an unsafe condition and should be replaced as soon as possible. **Motion** by Commr Fisher to replace the 3 exterior door mats and to include the CFD logo as previously done. Motion seconded by Commr Zuhoski and carried unanimously.

Commr Fisher went on to note that wireless switches and becoming more feasible and would like to install a few in certain areas to see how they perform. More on this at a later date.

The interior double swinging doors in our Lobby are about 25 years old and causing maintenance issues and some parts are no longer available. With this in mind he would like to request bids for their replacement and to use an external mounted closing device if possible. Further discussion on this to follow at a later date.

Commr Zuhoski informed that the district's pickup truck required a fuel pump replacement and that this vehicle is also ageing in our fleet.

There is a new 3-way stop sign on Pequash Ave and Old Pasture Rd and drivers should be aware of this.

Chief William Brewer's report:

Fire Schools / Training:

- 1, In-House Training - Thursday April 21st @HQ
- 2, Yaphank Fire School – LP Gas – Tuesday April 26th

Activities:

- 1, Southold Town Fire Chiefs Council Meeting at CFD – Monday April 18th
- 2, Greenport FD Wet-Down – Saturday April 23rd
- 3, Riverhead Ambulance Stand-By – Saturday April 23/24th – 6pm-6am
- 4, Recruit NY / Open House @CFD – Sunday April 24th
- 5, Installation Dinner – Saturday April 30th
- 6, Stand-by for 5k run in New Suffolk – Saturday May 7th.

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Motion by McCaffery and Fisher to approve items 1 & 2 for Training and 1-6 for Activities. Motion carried.

April 12, 2016 continued:

Requests:

1. Request permission to hang armed services flags on the south wall of the main truck bay.
2. Request to use facilities for annual 5k run – Sunday December 12th
3. Request to send Captain of Fire Police to the Volunteer Fire Police Association of NY Convention / training in Latham NY – May 12-15th
4. Request to purchase foam for 8-5-4 and HQ

Motion by Commrs Fisher and McCaffery to approve items 1-4, motion carried unanimously.

Equipment / Repairs:

1. 8-5-4 Leaking Tank to pump valve.
2. Status of the repairs to 8-5-10 Fire pump.
3. Replacement of GFI outlet on 8-5-17.
4. 8-5-1 fuel gauge not working properly.
5. 8-5-1 compartment light bulbs are out.
6. 8-5-7 - Idling too low when warmed up. Needs adjustment
7. 8-5-7 – Outside microphone not working High Band.
8. 8-5-7 – Front Parking Lights not working.
9. 8-5-12 – rear brake lights are not working.
10. Well #8 Main Rd. near Shalvey's – Struck by vehicle MVA 4/2/16.
11. Vehicle Inspections due end of April.

Reports / Updates:

1. 8-5-3 Truck committee meeting Tuesday April 19th 7pm
2. SCBA should arrive within the month.
3. Turnout Gear Fitting 4/14 7pm.
4. Chiefs request permission to explore attending the Firehouse Expo in Nashville, TN on Oct. 18-22? Motion by Commr Zuhoski and McCaffery to allow exploration of attendance at the Expo. Motion carried unanimously.

Old Business:

Chairman Zuhoski surfaced an ongoing discussion with the Chiefs concerning the changing of the date of Chiefs Nominations to December instead of April. He asked the three Chiefs for their final decision to change the dates and the chiefs were in agreement to maintain the present April nominations. Chairman Zuhoski accepted their decision in hopes that this can be readdressed in a later time.

Motion in order to adjourn at 9:06pm by Commr Fisher, seconded by Commr McCaffery, carried unanimously.

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Matthew J Martin
Fire District Secretary
April 12, 2016 continued:
Attachment No.1

**Cutchogue Fire District
Abstract of Transactions For Approval
April 12, 2016**

Pay To	Amount
ALPINE SOFTWARE CORP.....	\$ 2,988.42
BEHR LARRY (cell phone reimb.).....	\$ 540.00
BOUND TREE MEDICAL LLC.....	\$ 437.86
BREWER WILLIAM (cell phone reimb.).....	\$ 540.00
BURNS WILLIAM (cell phone reimb.).....	\$ 540.00
CAPITAL ONE, N.A. CORP. CARD.....	\$ 2,416.72
COLONIAL COFFEE SERVICE.....	\$ 520.90
CORWIN LAND SURVEYOR, P.C.....	\$ 150.00
CUTCHOGUE HARDWARE.....	\$ 5.76
DEB SYSTEMS LTD.....	\$ 1,447.34
ECLIPSE ELEVATOR CO. LLC.....	\$ 525.30
FIRE DIST. OF NY MUTUAL INS CO.....	\$ 42,284.00
FIREMATIC SUPPLY.....	\$ 651.76
GRANT GUYS.....	\$ 1,614.00
HARTFORD THE.....	\$ 131.67
HELLO ALERT.....	\$ 23,717.60
HORTON HAULERS LLC.....	\$ 227.50
IMPERIAL BAG & PAPER CO LLC.....	\$ 1,450.74
J.R. HOME IMPROVEMENTS.....	\$ 480.00
L.A. WATER OF REMSENBURG, INC.....	\$ 55.00
L.I. TELECOMMUNICATIONS & ELEC.....	\$ 4,854.50
LOYAL BUSINESS MACHINES.....	\$ 350.00
MARTIN C. AUTOMOTIVE SUPPLY.....	\$ 135.49
MATTITUCK ENVIRO SERVICES.....	\$ 536.76
MAYDAY COMMUNICATIONS.....	\$ 1,316.00
MERINGER AMOS (cell phone reimb.).....	\$ 540.00
MORTON BUILDINGS INC.....	\$ 75,913.20
N.Y. DIAGNOSTICS MGT CORP.....	\$ 17,065.00
NATIONAL GRID.....	\$ 380.71
NOFO WELLNESS CENTER.....	\$ 550.00
NYS DEPT. OF CIVIL SERVICE.....	\$ 1,702.14
NYS EMPLOYMENT TAXES UI.....	\$ 197.77

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OPTIMUM.....	\$	751.72
ORLOWSKI HARDWARE COMPANY.....	\$	67.23
OTIS FORD, INC.....	\$	3,025.95
PAYCHEX.....	\$	160.20
PAYROLL.....	\$	14,093.01
PETRO COMMERCIAL SERVICES.....	\$	875.51
PHYSIO-CONTROL, INC.....	\$	981.70
PSEG LONG ISLAND.....	\$	3,197.11
REEVE AGENCY.....	\$	51,651.82
REVCO ELECTRICAL SUPPLY.....	\$	4,873.10
RICHARD SECURITY, INC.....	\$	60.00
RICH'S QUALITY AUTO BODY.....	\$	2,971.35
ROGER RADIO, INC.....	\$	1,020.00
ROSLAK ELECTRIC, INC.....	\$	839.93
SHEEHAN & COMPANY.....	\$	5,000.00
SOUTH SHORE FIRE & SAFETY.....	\$	85.00
SOUTHOLD PHARMACY.....	\$	91.00
SUFFOLK COUNTY WATER AUTHORITY.....	\$	95.76
TIMES REVIEW NEWSPAPERS.....	\$	33.57
TRANSMIT PLUS INC.....	\$	9,995.00
UNITED STATES TREASURY EFTPS.....	\$	1,078.35
UPS.....	\$	22.97
US BANK EQUIPMENT FINANCE.....	\$	1,438.56
VERIZON WIRELESS.....	\$	161.06
VILLAGE OFFICE SUPPLY.....	\$	409.77
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Total bills for approval 4/12/2016.....	\$	287,245.81
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