

**Bristol Fire Department
Board of Engineers Meeting
September 2, 2025**

A Quorum was established, Call to order, Attendance, Minutes & Agenda Approval, Next Regular Business Meeting.

The quorum was established, and the meeting was called to order by Chief Michael DeMello at 1900 hours.

Attendance

- ☐ Chief of the Department Michael DeMello
- ☐ Deputy Chief of Admin., Safety & Training Stephen Knapman,
- ☐ Deputy Chief of Operations Dennis Cabral
- ☐ Assistant Chief John Perry,
- ☐ Assistant Chief Luis Medeiros
- ☐ Assistant Chief Adam Medeiros
- ☒ ~~EMS Captain Brad Palmer,~~
- ☐ Board Clerk Lou Mascola

Agenda & Previous Meeting Approval

A motion made by Assistant Chief L. Medeiros and seconded by Deputy Chief Cabral to approve the minutes of the June 30, 2025 meeting. A motion made by Assistant Chief Adam Medeiros, and seconded by Assistant Chief John Perry to approve the agenda for September 2, 2025. Both motions were unanimously approved by the board.

Next scheduled meeting is *Monday September 29, 2025 @ 7:00 PM.* or at the call of the Chief of the Department

Meeting Agenda

Correspondence

There was no correspondence received to be read at this meeting.

Board of Engineers Monthly Reports, Requests, Apparatus, or Station Issues

Deputy Chief of Safety & Training Stephen Knapman

- The NFPA 1002 Course is in progress.
- The Firefighter II course will begin on September 30, 2025.

- A CPR Class will be held on September 10th at 1830, and on September 13th at 1000 hours. An additional class will be held in October with the date to be determined.
- The department will host a NFPA 1521 (Incident Safety Officer) later in the fall of 2025. The department is waiting for the State Fire Academy to release the schedule. The class will consist of (1) night, and on line classes.
- The department will have walk-throughs at the Bristol Lofts Project at 125 Thames Street. Engines 1 & 2 will be on Thursday September 11th at 1800 hours, Engine 3 & Ladder 1 on Tuesday September 16th at 1800 hours. September 17th will be held for those who could not make it on the previous nights.
Please bring your helmet / hard hat and a flashlight to the walk throughs.
Also, due to limited parking at the site, leave your apparatus in the stations.
Please be on time as there is limited daylight at that time.
If you cannot make it to any of the nights posted above, reach out to your company officers so arrangements can be made.
- The board discussed the buildings, construction, standpipe system & labeling at The Bristol Loft Project.

Deputy Chief of Operations Dennis Cabral

- Requested janitorial supplies for the Custodian at the Ever Ready Station.

Assistant Chief John Perry

- Reported the following apparatus issues: Tires on Ladder 1, The Sending Unit on Marine 1, a valve on Marine 7.
- Discussed with the board a request from the Prudence Island Fire Dept. for assistance when the primary department is unavailable.

Assistant Chief Luis Medeiros

- Requested turn out gear for (2) members of the Defiance Station.
- Reported that the "separation board" at the Defiance has become dislodged.

Assistant Chief Adam Medeiros

- Requested a mutual aid adaptor for Engine 4.
- Inquired about having a tune up for the generator for the burn trailer.

Chief of the Department Michael DeMello

- Announced that the Old Timer's Clam Boil will be held on September 26th at noon.
- There will be a Car Show at the Veteran's Home on September 27th, from 0900 - 1400. A request for Ladder 1 to be on site for the National Anthem.

Old Business

- Chief DeMello asked the board to review the department SOG's and report back with any changes, omissions, or additions.
- Mention to your companies that the Board will be working on Line Officer Requirements.
- The Awards & Recognition Night will be held on February 26, 2026 at 1900 hours.
- Chief DeMello discussed with the board the Annual Porch Fest, and how it has grown over the past years, and what to expect for this years event to be held on September 14th, from 1500 - 1800 hours.

Company Meeting Calendar for September 2025

2	Board of Engineers Meeting
3	Company Meetings
9	EMS Meeting
9	Engine 4 Meeting has been cancelled for September
11	Fire Police Meeting
17	Ladies Auxiliary Meeting
18	Firemen's Memorial Committee Meeting

Department & Company Events for September, October, & November

September	20	Dreadnaught Banquet
	26	Old Timer;s Clam Boil
October	19	Ever Ready Clam Boil
	26	Defiance Clam Boil
November	1	Dreadnaught Surf & Turf
	7	Hydes Turkey Roll

For the Good of the Department

- Chief DeMello sends his thanks and gratitude for the responses to calls during the summer months.
- A member of the Hydraulion Station will be on the "Honor Flight" on Saturday September 27th.

Calls for Service Year to Date

Fire	31
EMS	2320
Bldg. Alarms	374
Misc. Calls	195
Total Calls	2920

Closing & Adjournment

Without any further business to conduct, the meeting was adjourned at 2001 hours.

Respectfully submitted,

Lou Mascola

Lou Mascola

Clerk for the Board of Fire Engineers

Bristol Fire Department

Bristol, Rhode Island 02809