

**Bristol Fire Department  
Board of Engineers Meeting  
December 2, 2024**

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

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

**Attendance**

- Chief of the Department Michael DeMello
- Deputy Chief of Administration, Safety & Training Stephen Knapman,
- ~~Deputy Chief of Operations Nelson Luis~~
- ~~Assistant Chief John Perry,~~
- Assistant Chief Dennis Cabral
- Assistant Chief Adam Medeiros
- EMS Captain Brad Palmer,
- Board Clerk Lou Mascola recorded the minutes.
- Company Representative Captain Zach Rivers

**Agenda & Previous Meeting Approval**

**A motion by Deputy Chief Knapman and seconded by Assistant Adam Medeiros to approve the minutes of the November 4, 2024 meeting, and the meeting agenda for this meeting, December 2, 2024. Both were unanimously approved.**

**Next scheduled meeting is Monday, December 30, 2024, @ 7:00 PM. or at the call of the Chief of the Department**

**Correspondence**

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

**Deputy Chief of Administration, Safety & Training Stephen Knapman**

- ❖ The Firefighter I Class will begin on Tuesday January 21, 2025. The classes will be held on Tuesdays & Thursdays from 1830 - 2130. The Practical Session will be held on weekends, and will be announced at a later meeting. The Orientation Session will be held this Saturday December 7th at the RI State Fire Academy.

- ❖ The EVOC Trainings are finished for this year. Due to rain, a couple of the classes will be scheduled in the spring.
- ❖ A NFPA 1521 Health & Safety Training will be held at the RI State Fire Academy. Some sessions will be held in Bristol. In order to participate in the 1521 Course, a 1021 Certification is a prerequisite prior.
- ❖ A 1021 & 1041 Classes will begin in February 2025 for new / existing officers.
- ❖ The Monday night officer trainings prior to the board meetings will resume in January 2025.
- ❖ A thank you to Captain Zack Rivers of the Dreadnaughts for constructing a sprinkler prop to be used for training.

#### **Assistant Chief Adam Medeiros from the Hydraulion Station**

- ❖ Submitted (2) Uniform vouchers for members of the Hydes.

#### **Assistant Chief Dennis Cabral from the Ever Ready Station**

- ❖ Submitted the name of a member who has been training to become a driver of Engine 2, and is ready for his test.

#### **Captain Brad Palmer from the Division of EMS**

- ❖ Inquired about the use of a gator to be staffed for the Christmas Festival Lighting on Saturday December 7th. The crew should be detailed for 1630 hours until relieved.
- ❖ Discussed the EMS details for the Christmas & New Years Holidays. Details begin at 1100 hours on December 24th, & conclude at 1100 hours on December 26th. The New Years detail will begin at 1100 hours on December 31st, & conclude at 1100 on January 2nd.

#### **Captain Zack Rivers from the Dreadnaught Station**

- ❖ Reported that some of the new station codes are not working.
- ❖ Announced that The Dreadnaught Santa Ride will be on December 22nd. ( The dates & times for the other companies are listed under new business).
- ❖ Submitted a name for a member who is ready to be a driver of Ladder 1.

## **Michael DeMello Chief of the Department**

- ❖ He will be out of town on December 16th & 17th.
- ❖ Announced that the budget process for 2025- 2026 will be starting soon.
- ❖ Although we did not receive a federal grant last year, he is still looking to apply for any available grants to benefit the department.
- ❖ Reported that the nozzle for Engine 4 has arrived.
- ❖ Discussed a training building with the board as a possibility.
- ❖ The Incentive Stipends are in progress of being finalized.

## **Old Business**

- ❖ The Annual Board Dinner will be held on Wednesday December 11th, at the Casual Inn. The board will meet at 1800 hours.
- ❖ The Company Santa Rides are as follows:
  - Engine 1 Sunday December 15th
  - Engine 2 Friday December 20th
  - Engine 3 Tuesday December 24th
  - Ladder 1 Sunday December 22nd.

## **New Business**

- ❖ Chief DeMello announced that the Annual Awards & recognition Night will be held on Thursday February 27th, 1830 hours at department headquarters.
- ❖ The Ladies Auxiliary will be having a Soups On Fundraiser on Saturday March 1st at the Hydes Station.
- ❖ An Officer's Meeting & Breakfast will be held on Sunday, January 26th at the Hydes Station at 0830 hours.

## **Meeting Calendar for December 2024**

- 2 Board Meeting**
- 4 Company Meetings**
- 10 Engine 4 & EMS Meetings**
- 12 Fire Police Meeting**
- 18 Ladies Auxiliary Meeting**
- 19 Firemen's Memorial Comm. Meeting**
- 30 Board Meeting for January 2025**

## **Company & Department Events in 2025**

<b>January 26</b>	<b>Officer's Meeting &amp; Breakfast</b>
<b>February 23</b>	<b>Engine 4 Annual Clam Boil</b>
<b>February 27</b>	<b>Awards &amp; Recognition Night</b>
<b>March 1</b>	<b>Ladies Auxiliary Soups On Fundraiser</b>
<b>May 17</b>	<b>Ever Ready Surf &amp; Turf</b>
<b>October 19</b>	<b>Ever Ready Annual Clam Boil</b>
<b>November 7</b>	<b>Hydes Annual Turkey Roll</b>

Note: As the companies decide when their events are, the Calendar will be updated.

### **For the Good of the Department**

The Chief of the Department and the Board of Engineers extends a Safe & Happy Holiday Season, and also a sincere thanks for everyone who responded and assisted to the many calls for service in 2024.

<b>Calls for Service Year to Date :</b>	<b>Fire 760</b>
	<b><u>EMS 3301</u></b>
	<b>Total 4061</b>

### **Closing & Adjournment**

Without any further business to conduct, the meeting was adjourned at 1947 hours.

Respectfully Submitted,

***Lou Mascola***

Lou Mascola

Clerk for the Board of Engineers

Bristol Fire Department

Bristol, Rhode Island 02809