

**Bristol Fire Department  
Board of Engineers Meeting  
January 5, 2026**

**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 John Perry and seconded by Assistant Chief Luis Medeiros to approve the Agenda of January 5, 2026.**

**A motion made by Assistant Chief Luis Medeiros and seconded by Deputy Chief Knapman to approve the minutes of the December 1, 2025 meeting.**

**Both motions were unanimously approved by the board 6-0.**

**Next scheduled meeting is Monday February 2, 2026 @ 7:00 PM. or at the call of the Chief of the Department**

**Meeting Agenda**

**Correspondence**

A letter was received from the AFBA 5 Star Life Insurance for First Responders. Chief DeMello requested that it be posted in the individual stations.

## ***Reports from the Members of the Board of Engineers***

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

- ★ The NFPA 1521 Course will be finished in January 2026
- ★ The Firefighter I Course will begin in late January. A tentative date of Saturday January 24th, will begin as the Orientation. The classes will be held on Mondays & Wednesday for the remainder of January, then move to Tuesdays & Thursdays for the remainder of the course. Any members interested should reach out to Deputy Chief Knapman for the Academy application.
- ★ The department will be looking for interested individuals for the 1041 Instructor Course and the 1021 Company Officer Course. These (2) courses will be scheduled for later in 2026.
- ★ The Wednesday Nights Department Drills have been received and shall continue.
- ★ The TECC Class ( Tactical Emergency Casualty Care) will be held on Monday, January 12th, and Wednesday January 14th from 1800 - 2200 hours. The Saturday January 17th Class will be a Practical Class to be held in the rear of the Guiteras School from 0900 - 1600 hours. The TECC Flyers will be posted in the stations.
- ★ SCBA "Fit Testing" will start up in February 2026.
- ★ Final Calls for service during 2025 are as follows:

Fire Calls	38
EMS Calls	3468
Building Alarms	517
<u>Miscellaneous Calls</u>	<u>360</u>
<b>Total calls for service</b>	<b>4383</b>

### ***Deputy Chief of Operations Dennis Cabral***

- ★ Gave an update on the repairs to Engine 2. The repairs are making progress, the manufacturer is waiting for the ladder brackets to be delivered.

### ***Assistant Chief John Perry***

- ★ Reported that the station compressor at the Dreadnaught Station needs maintenance.
- ★ Reported that one of the saws from Ladder 1 is out of service for repairs.
- ★ A member of the Dreadnaughts is ready for the board testing to become a driver of Ladder 1.
- ★ The operation of the Marine units may need to become a separate entity from the Dreadnaughts. Chief DeMello will have a new SOG published shortly. There

will be re-qualifications annually. All operators will have to be certified for both daytime and night time operations. Chief DeMello has procured a small inflatable boat for use on pond incidents. **Note: as of this meeting there are no survival suits for use on the inflatable.**

***Assistant Chief Luis Medeiros***

- ★ No reports, requests, or issues for this meeting.

***Assistant Chief Adam Medeiros***

- ★ Reported an issue with the pump on Engine 1.

***EMS Captain Brad Palmer***

- ★ Announced the resignation of an EMS Officer.
- ★ Reported that the EMS Shift Leader began on January 5th.
- ★ Announced that there are (9) new members of the EMS Division with (3) additional members soon for a total of 12 new members.

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

- ★ Will meet with the Town Council to discuss the replacing of Ladder 1. If this is approved it will still be a few years before the truck is delivered.
- ★ Discussed with the Board the Capital Budget which would include portable radios.
- ★ Announced that the AFG Grant Program may be opening up shortly.
- ★ Is looking to procure Active Threat Items for the department.
- ★ Discussed with the board updating the department's SCBA's.
- ★ Improvements to the radio antennae, and repeater systems.
- ★ Reminded the board that Shipman's will be on site to conduct "Flow Testing" on the SCBA's on Wednesday January 7th & Thursday January 8th. Apparatus will be out of service intermittently while the testing is done.
- ★ He will distribute to the board some of the newer SOG's for the board to review.

***Old Business***

- ★ The SOG Review process has a target date of March 2, 2026

***New Business***

- ★ After the Company Elections, please forward to the Clerk of the Board the Following information:

**Name and Position**

**Mailing Address**

**Email Address**

**Contact Phone number**

**This pertains to the Following positions:**

**Captain**

**Lieutenants**

**First Driver**

**Station Custodian**

- ★ Chief DeMello's Swearing In Ceremony will be held on Saturday January 24, 2026. He has been selected as the President of the Rhode Island Fire Chief's Association.
- ★ The Annual Officer's Meeting & Breakfast will be held on Sunday January 11th at 0830.
- ★ The Town of Bristol is currently updating the Social Media Policy. While no action is necessary at this time, it would be a good time to review the security policies.

***Company Meeting Calendar for January 2026***

- 5 Board Meeting**
- 7 Company Meetings**
- 8 EMS Meeting**
- 13 Engine 4 Meeting**
- 15 Fire Police Meeting**
- 21 Ladies Auxiliary Meeting**
- 22 Memorial Committee Meeting**

***Company & Department Events Going Forward***

- |                 |           |  |
|-----------------|-----------|--|
| <b>January</b>  | <b>11</b> | <b>Officer Meeting &amp; Breakfast</b> |
| <b>February</b> | <b>22</b> | <b>Engine 4 Clam Boil</b>              |
| <b>February</b> | <b>26</b> | <b>Awards &amp; Recognition Night</b>  |
| <b>May</b>      | <b>16</b> | <b>Ever Ready Surf &amp; Turf</b>      |

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

Thank you for your support, commitment, and responses during 2025.

Great job on the recent structure fire on January 3rd.

***Calls for Service for 2025      4,383***

***Closing & Adjournment***

Without any further business to conduct, the meeting was adjourned at 2010 hours.

Respectfully Submitted

***Lou Mascola***

Lou Mascola

Clerk for the Board of Engineers

Bristol Fire Department

Bristol, Rhode Island 02809