

**FIRE SERVICE COMMISSION
MINUTES OF MEETING
December 22, 2025**

The Fire Service Commission held a meeting on Monday, December 22, 2025, via conference call under Mass. General Law Chapter 30A, Section 20.

Present at the meeting were the following Commission members:

Ms. Roberta Fitzpatrick
Captain Michael McCullough
Chief Matthew Grafton
Chief Peter J. Burke Jr.
FF Richard D. MacKinnon Jr.

Absent Commission Members:

Chief John S. Ingram
Deputy Secretary Susan Terrey

DFS staff present at the meeting:

State Fire Marshal Jon Davine
General Counsel Glenn Rooney
JoAnne Caruso

There were no guests present.

Meeting called to order by Vice Chair Roberta Fitzpatrick at 10:03 a.m.

AGENDA

A. Approval of Minutes of the November 20th meeting

A motion was made by Chief Burke Jr. and seconded by Chief Grafton that the minutes of the November 20, 2025 meeting be approved as written.

Roll Call:

Ms. Roberta Fitzpatrick – Yes
Captain Michael McCullough – Yes
Chief Matthew Grafton – Yes
Chief Peter J. Burke Jr. – Yes
FF Richard D. MacKinnon Jr. - Yes

The vote was unanimous in favor of the motion.

B. Vote on Credentialing and Re-Credentialing

A motion was made by FF McKinnon Jr. and seconded by Chief Grafton to award re-accreditation to:

- Chief Charles Allen - Franklin Fire Department

Roll Call:

Ms. Roberta Fitzpatrick – Yes
Captain Michael McCullough – Yes
Chief Matthew Grafton – Yes
Chief Peter J. Burke Jr. – Yes
FF Richard D. MacKinnon Jr. - Yes

The vote was unanimous in favor of the motion.

A motion was made by FF MacKinnon Jr. and seconded by Chief Grafton to award re-accreditation to:

- Assistant Chief Howard Andersen - Onset Fire Department

Roll Call:

Ms. Roberta Fitzpatrick – Yes
Captain Michael McCullough – Yes
Chief Matthew Grafton – Yes
Chief Peter J. Burke Jr. – Yes
FF Richard D. MacKinnon Jr. - Yes

The vote was unanimous in favor of the motion.

A motion was made by FF MacKinnon Jr. and seconded by Chief Burke Jr. to award re-accreditation to:

- Deputy Chief Stephen Doucet - Westborough Fire Department

Roll Call:

Ms. Roberta Fitzpatrick – Yes
Captain Michael McCullough – Yes
Chief Matthew Grafton – Yes
Chief Peter J. Burke Jr. – Yes
FF Richard D. MacKinnon Jr. - Yes

The vote was unanimous in favor of the motion.

A motion was made by FF MacKinnon Jr. and seconded by Chief Burke Jr. to award re-accreditation to:

- Deputy Chief Kelly Manning - Douglas Fire Department

Roll Call:

Ms. Roberta Fitzpatrick – Yes
Captain Michael McCullough – Yes
Chief Matthew Grafton – Yes
Chief Peter J. Burke Jr. – Yes
FF Richard D. MacKinnon Jr. - Yes

The vote was unanimous in favor of the motion.

A motion was made by FF MacKinnon Jr. and seconded by Chief Burke Jr. to award re-accreditation to:

- Deputy Chief Frank Matuszczak - Agawam Fire Department

Roll Call:

Ms. Roberta Fitzpatrick – Yes
Captain Michael McCullough – Yes
Chief Matthew Grafton – Yes
Chief Peter J. Burke Jr. – Yes
FF Richard D. MacKinnon Jr. - Yes

The vote was unanimous in favor of the motion.

A motion was made by FF MacKinnon Jr. and seconded by Chief Burke Jr. to award re-accreditation to:

- Chief Jeffrey Parker - Athol Fire Department

Roll Call:

Ms. Roberta Fitzpatrick – Yes
Captain Michael McCullough – Yes
Chief Matthew Grafton – Yes
Chief Peter J. Burke Jr. – Yes
FF Richard D. MacKinnon Jr. - Yes

The vote was unanimous in favor of the motion.

A motion was made by FF MacKinnon Jr. and seconded by Chief Burke Jr. to award re-accreditation to:

- Chief Shawn Simmons - Norton Fire Department

Roll Call:

Ms. Roberta Fitzpatrick – Yes
Captain Michael McCullough – Yes
Chief Matthew Grafton – Yes
Chief Peter J. Burke Jr. – Yes
FF Richard D. MacKinnon Jr. - Yes

The vote was unanimous in favor of the motion.

A motion was made by FF MacKinnon Jr. and seconded by Chief Burke Jr. to award re-accreditation to:

- Chief Lindsay Stromgren - Amherst Fire Department

Roll Call:

Ms. Roberta Fitzpatrick – Yes
Captain Michael McCullough – Yes
Chief Matthew Grafton – Yes

Chief Peter J. Burke Jr. – Yes
FF Richard D. MacKinnon Jr. - Yes

The vote was unanimous in favor of the motion.

A motion was made by FF MacKinnon Jr. and seconded by Chief Burke Jr. to award re-accreditation to:

- Lieutenant Craig Vinton - Sherborn Fire Department

Roll Call:

Ms. Roberta Fitzpatrick – Yes
Captain Michael McCullough – Yes
Chief Matthew Grafton – Yes
Chief Peter J. Burke Jr. – Yes
FF Richard D. MacKinnon Jr. - Yes

The vote was unanimous in favor of the motion.

C. General Issues and Updates from DFS

Marshal Davine briefed the Commission on the transition of departments to NERIS from NFIRS which goes live on January 1, 2026; a road map and assessment for utilizing the Intel Analyst is being developed; and FIFA planning is well underway.

D. Determination of Date/Time for Next Meeting

The date of the next meeting of the Fire Service Commission will be held on Thursday, January 15, 2026 at 10:00am via conference call.

A motion to adjourn was made by Chief Burke Jr. and seconded by Chief Grafton.

Roll Call:

Ms. Roberta Fitzpatrick – Yes
Captain Michael McCullough – Yes
Chief Matthew Grafton – Yes
Chief Peter J. Burke Jr. – Yes
FF Richard D. MacKinnon Jr. - Yes

Said motion was approved by a unanimous vote of the Commission.

The meeting of the Fire Service Commission concluded at 10:23am.