

**FIRE SERVICE COMMISSION  
MINUTES OF MEETING  
October 23, 2025**

The Fire Service Commission held a meeting on Thursday, October 23, 2025, via conference call under Mass. General Law Chapter 30A, Section 20.

**Present** at the meeting were the following Commission members:

Chief John S. Ingram  
Interim Secretary Susan Terrey  
Captain Michael McCullough  
Chief Matthew Grafton  
Ms. Roberta Fitzpatrick  
Chief Peter J. Burke Jr.

**Absent Commission Members:**

FF Richard D. MacKinnon Jr.

**DFS staff present** at the meeting:

State Fire Marshal Jon Davine  
Deputy State Fire Marshal Maribel Fournier  
General Counsel Glenn Rooney  
JoAnne Caruso

**There were no guests present.**

Meeting called to order by Chairman Chief John Ingram at 10:00 a.m.

**AGENDA**

**A. Approval of Minutes of the September 30th meeting**

A motion was made by Captain McCullough and seconded by Interim Secretary Terrey that the minutes of the September 30, 2025 meeting be approved as written.

Roll Call:

Chief John Ingram – Yes  
Interim Secretary Susan Terrey – Yes  
Captain Michael McCullough – Yes  
Chief Matthew Grafton – Yes  
Ms. Roberta Fitzpatrick – Yes  
Chief Peter J. Burke Jr. - Yes

The vote was unanimous in favor of the motion.

**B. Vice Chair Nominations and elections**

The floor was opened for nomination for Vice Chairperson.

Chief Burke nominated and voted for Ms. Fitzpatrick and was seconded by Interim Secretary Terrey.

There were no other nominations. Ms. Fitzpatrick accepts the nomination.

Roll Call:

Chief John Ingram – Yes  
Interim Secretary Susan Terrey – Yes  
Captain Michael McCullough – Yes  
Chief Matthew Grafton – Yes  
Ms. Roberta Fitzpatrick – Abstained  
Chief Peter J. Burke Jr. - Yes

The vote was unanimous in favor of the motion.

### **C. Credentialing/Re-Credentialing Process**

A motion was made by Captain McCullough and seconded by Interim Secretary Terrey to award accreditation to:

- Assistant Chief Brad Cronin - Avon Fire Department

Roll Call:

Chief John Ingram – Yes  
Interim Secretary Susan Terrey – Yes  
Captain Michael McCullough – Yes  
Chief Matthew Grafton – Yes  
Ms. Roberta Fitzpatrick – Yes  
Chief Peter J. Burke Jr. - Yes

The vote was unanimous in favor of the motion.

A motion was made by Captain McCullough and seconded by Chief Burke to award accreditation to:

- Chief David Kean - Norwell Fire Department

Roll Call:

Chief John Ingram – Yes  
Interim Secretary Susan Terrey – Yes  
Captain Michael McCullough – Yes  
Chief Matthew Grafton – Yes  
Ms. Roberta Fitzpatrick – Yes  
Chief Peter J. Burke Jr. - Yes

The vote was unanimous in favor of the motion.

A motion was made by Captain McCullough and seconded by Interim Secretary Terrey to award re-accreditation to:

- Captain John Bresnahan - Ayer Fire Department

Roll Call:

Chief John Ingram – Yes  
Interim Secretary Susan Terrey – Yes  
Captain Michael McCullough – Yes

Chief Matthew Grafton – Yes  
Ms. Roberta Fitzpatrick – Yes  
Chief Peter J. Burke Jr. - Yes

The vote was unanimous in favor of the motion.

A motion was made by Interim Secretary Terrey and seconded by Chief Burke to award re-accreditation to:

- Captain Mark Cedrone - Burlington Fire Department

Roll Call:

Chief John Ingram – Yes  
Interim Secretary Susan Terrey – Yes  
Captain Michael McCullough – Yes  
Chief Matthew Grafton – Yes  
Ms. Roberta Fitzpatrick – Yes  
Chief Peter J. Burke Jr. - Yes

The vote was unanimous in favor of the motion.

A motion was made by Chief Burke and seconded by Interim Secretary Terrey to award re-accreditation to:

- Chief Todd Correia - Fairhaven Fire Department

Roll Call:

Chief John Ingram – Yes  
Interim Secretary Susan Terrey – Yes  
Captain Michael McCullough – Yes  
Chief Matthew Grafton – Yes  
Ms. Roberta Fitzpatrick – Yes  
Chief Peter J. Burke Jr. - Yes

The vote was unanimous in favor of the motion.

A motion was made by Chief Burke and seconded by Chief Grafton to award re-accreditation to:

- Deputy Chief Richard Craven Jr. - West Springfield Fire Department

Roll Call:

Chief John Ingram – Yes  
Interim Secretary Susan Terrey – Yes  
Captain Michael McCullough – Yes  
Chief Matthew Grafton – Yes  
Ms. Roberta Fitzpatrick – Yes  
Chief Peter J. Burke Jr. - Yes

The vote was unanimous in favor of the motion.

A motion was made by Chief Burke and seconded by Interim Secretary Terrey to award re-accreditation to:

- Captain Jordan Hill - Pembroke Fire Department

Roll Call:

Chief John Ingram – Yes

Interim Secretary Susan Terrey – Yes

Captain Michael McCullough – Yes

Chief Matthew Grafton – Yes

Ms. Roberta Fitzpatrick – Yes

Chief Peter J. Burke Jr. - Yes

The vote was unanimous in favor of the motion.

A motion was made by Chief Burke and seconded by Interim Secretary Terrey to award re-accreditation to:

- Chief Matthew Mckay - Georgetown Fire Department

Roll Call:

Chief John Ingram – Yes

Interim Secretary Susan Terrey – Yes

Captain Michael McCullough – Yes

Chief Matthew Grafton – Yes

Ms. Roberta Fitzpatrick – Yes

Chief Peter J. Burke Jr. - Yes

The vote was unanimous in favor of the motion.

A motion was made by Chief Burke and seconded by Chief Grafton to award re-accreditation to:

- Chief David Pelonzi - Bourne Fire Department

Roll Call:

Chief John Ingram – Yes

Interim Secretary Susan Terrey – Yes

Captain Michael McCullough – Yes

Chief Matthew Grafton – Yes

Ms. Roberta Fitzpatrick – Yes

Chief Peter J. Burke Jr. - Yes

The vote was unanimous in favor of the motion.

A motion was made by Interim Secretary Terrey and seconded by Chief Burke to award re-accreditation to:

- Deputy Chief Jeffrey Ricker - Sharon Fire Department

Roll Call:

Chief John Ingram – Yes

Interim Secretary Susan Terrey – Yes

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

The vote was unanimous in favor of the motion.

A motion was made by Interim Secretary Terrey and seconded by Chief Burke to award re-accreditation to:

- Deputy Chief Donald Tebeau - Walpole Fire Department

Roll Call:

Chief John Ingram – Yes  
Interim Secretary Susan Terrey – Yes  
Captain Michael McCullough – Yes  
Chief Matthew Grafton – Yes  
Ms. Roberta Fitzpatrick – Yes  
Chief Peter J. Burke Jr. - Yes

The vote was unanimous in favor of the motion.

### **C. General Issues and Updates from DFS**

Deputy Fire Marshal Fournier briefed the Commission the Bridgewater Campus’ “Package B” still in planning phase; the FY27 budget process is still underway with completion scheduled for early November; and DFS’ Presentation to the Insurance Industry was held on October 2, 2025.

Marshal Davine briefed the Commission on the hiring of the Intel Analyst as a candidate has been selected with a tentative start of November 2<sup>nd</sup>; NERIS updates include that there are well over 100 departments onboarded thanks to the assistance of Derryl Dion from the Fire Safety Division; FIFA planning continues; and lastly a reminder that the “Fire Fighter of the Year” event is scheduled for November 25<sup>th</sup> at Mechanics Hall in Worcester.

### **D. Determination of Date/Time for Next Meeting**

The date of the next meeting of the Fire Service Commission will be held on Thursday, November 20, 2025 via conference call.

A motion to adjourn was made by Chief Grafton and seconded by Interim Secretary Terrey.

Roll Call:

Chief John Ingram – Yes  
Interim Secretary Susan Terrey – Yes  
Captain Michael McCullough – Yes  
Chief Matthew Grafton – Yes  
Ms. Roberta Fitzpatrick – Yes  
Chief Peter J. Burke Jr. - Yes

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

The meeting of the Fire Service Commission concluded at 10:22am.