



Town of Longmeadow  
Massachusetts  
Fire Department  
44 Williams Street  
Longmeadow, MA 01106



Dear Resident/Business Owner,

At the 2006 Annual Town Meeting the residents voted to pass a town by-law requiring residents and businesses with alarm systems that summon the fire department to obtain a permit with the Fire department. Voters also authorized the Select Board to promulgate rules and regulations to administer this by-law. In July, the Select Board adopted the attached Fire Alarm Rules and Regulations.

The purpose of this by-law is to provide the Fire Department with responsible contacts, and access to buildings and homes protected with an alarm system. By having this information, the Fire Department will be able to make reasonable determinations in regard to existence of an emergency when they receive an alarm. Essentially, we need this information to serve you!

If you are a homeowner or business owner with a fire or medical alarm that automatically summons the Fire Department, this by-law is intended for you. Attached you will find a copy of the Fire Alarm Rules and Regulations, and an application for a fire alarm permit. There is no fee for filing the permit application. This information will be added to a secure database at the fire department, and only used if and when we respond to an alarm at your address. Please take a few minutes and complete this application, and return it to the Fire Department.

Should you have any questions, please contact me, or Captain Gerald Macsata at 567-3357. Thank you for helping your Fire Department serve you better.

Sincerely,

Eric H. Madison, Chief

## Town of Longmeadow Fire Alarm Rules and Regulations

Section 1: On the effective date of these Rules and Regulations, as noted below, no alarm system or equipment designed to summon the Fire Department and/or Ambulance shall be installed without first obtaining an alarm permit from the Fire Chief or his designee. Existing alarm systems must obtain a permit within three (3) months of the effective date of these Rules and Regulations. The Select Board shall prescribe an application form for alarm permits. Failure to make a timely application for a permit will be treated as a violation of these Rules and Regulations and will subject the applicant to a fine of \$35 pursuant to Section 8.

Section 2: Whenever the alarm system or equipment is disconnected, removed, or substantially altered, the owner or other occupant of the alarmed premises shall notify the Fire Chief in writing within thirty (30) days so that an appropriate notation may be made on the permit. Upon transfer of property ownership a new application for alarm permit must be filed.

Section 3: No automatic dialing device shall be connected to any telephone numbers listed to the Longmeadow Fire Department after the effective date of these Rules and Regulations. Within three (3) months after the effective date of these Rules and Regulations, all automatic dialing devices interconnected to a telephone line transmitting directly to the Fire Department shall be disconnected. Any person using an automatic dialing device may have the device interconnected to a telephone line transmitting directly to a "central station", and answering service, or any privately owned or privately operated facility or terminal.

Section 4: Every permit application shall include the names and telephone numbers of the owners, the alarm company to which the alarm is connected, and at least two other persons who may be reached by the Longmeadow Fire Department in the event of an alarm, and who is authorized to respond to the alarm and have access to the alarmed premises.

Section 5: Town of Longmeadow by-laws 6-203 shall apply to false alarms. This by-law imposes a fine of \$25.00 for a "false alarm" which results in a Fire Department response to a person's residence or business after one (1) false alarm has been responded to in a calendar year. A \$50.00 fine will be imposed for a third and all subsequent false alarms. A "false alarm" is defined as the triggering of the alarm by any cause other than a condition which the alarm system is intended to report (such as smoke or fire).

Section 6: Town of Longmeadow by-law 6-203(b) shall apply to payment of false alarm fees.

Section 7: The owner or occupant of the alarmed premises acknowledges that the installation of the alarm does not entitle the owner to any higher level of responsibility or duty from the Longmeadow Fire Department than premises without an alarm.

Section 8: Violation of any provision of these Rules and Regulations shall constitute a violation of the Longmeadow Town by-laws and shall be punished by a fine of \$35.00.

These Rules and Regulations are effective on July 10, 2006.



*Longmeadow Fire Department*  
*44 Williams Street*  
*Longmeadow, MA 01106*

**Fire Alarm Registration**

Owner/Occupant Name \_\_\_\_\_ Date \_\_\_\_\_  
(Printed)

Address \_\_\_\_\_

Home Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_ Other (Work) \_\_\_\_\_

Alarm Company \_\_\_\_\_

Address \_\_\_\_\_

Phone \_\_\_\_\_ Date Alarm Installed \_\_\_\_\_

***Contact Information: Contacts shall have access and are authorized to enter the property***

Second Contact Name \_\_\_\_\_

Address \_\_\_\_\_

Home Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_ Other (Work) \_\_\_\_\_

Third Contact Name \_\_\_\_\_

Address \_\_\_\_\_

Home Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_ Other (Work) \_\_\_\_\_

All owners or occupants shall give written notice to the Fire Department within thirty (30) days of the alarm's being disconnected, removed or substantially altered.

Signature \_\_\_\_\_

Date \_\_\_\_\_