



BELMONT FIRE DEPARTMENT

Headquarters

299 Trapelo Road, Belmont, MA 02478

Administration 617-993-2202

Fire Prevention 617-993-2210

Fire Watch Detail Information

SPECIAL EVENT / FIRE ALARM IMPAIRMENT

July 2023

1. All requests for fire watch details shall be scheduled through the Belmont Fire Department Fire Prevention Office (617-993-2210). A detail request form can be picked up at the Fire Prevention Office, or emailed to a requestor.
2. Current Fire Department Detail Rate is \$58.43 per hour, per firefighter, plus a 10 percent administrative fee added to the total.
3. There is a four (4) hour minimum for any detail. After a period of four (4) hours, there shall be a minimum of eight (8) hours for the extra detail. (Welding details require that the detail personnel remain on site for ½ hour after the completion of the welding/cutting activity for that day).
4. If any detail is supervised, there will be a minimum of four (4) hours time for an Officer functioning in a supervisory capacity. The hourly rate charged for such supervisory work shall be the detail rate specified above times the percent differential attributable to his or her rank.
5. All details in excess of eight (8) hours shall be compensated at one and half (1 ½) times the detail rate.
6. Except in cases of emergency, a minimum of five days' notice is required to schedule fire watch details. To cancel, notification must be made a minimum of four (4) hours prior to the start of the detail. **Failure to give four (4) hours notice will result in the contractor being charged for the four (4) hours.** During weekday and business hours, 8:00am to 4:00pm notification should be made to Fire Department Headquarters (617-993-2200). After business hours and on weekends or holidays, the requestor should call Joint Public Safety Communications (617-484-1300).
7. The requestor, or responsible party must fill out a Detail slip, which will be presented by the detail personnel. Please make sure this slip is filled out completely.