

YOUR LETTERHEAD

DATE

Essex County Fire Chiefs Association
430 Chebacco Road
Hamilton, MA 01982

Gentlemen:

This letter is to confirm that the City/Town of _____ officially requests the appointment of the Essex County Fire Chiefs Association as municipal hearing officer under Massachusetts General Law Chapter 148A.

I understand that upon acceptance to the program, the Essex County Fire Chiefs Association will assign a hearing officer in any matter requiring a hearing under MGL c.148A and 527 CMR and in no instance will appoint as the hearing officer anyone who has formally held a position of authority in the requesting community.

I further understand all hearing officers shall have complied with course requirements designated by the Department of Fire Services.

The General Counsel for the State Fire Marshal has formally reviewed the guidelines as proposed by the Essex County Fire Chiefs Association and has found that the program as proposed is not inconsistent with the intent of the law.

I understand that no cost will accrue to the community for this service as long as the municipal fire chief maintains an active membership in the Essex County Fire Chief's Association.