



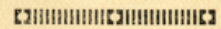
SAFETY FIRST

HERRESHOFF
MANUFACTURING
COMPANY

Fire Department

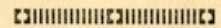
ORGANIZATION, RULES AND
REGULATIONS

SAFETY FIRST



HERRESHOFF
MANUFACTURING
COMPANY

Fire Department



ORGANIZATION, RULES AND
REGULATIONS

Chief

A. W. HATHAWAY

First Assistant

CHARLES C. WILSON

Second Assistant

THOMAS ASHTON

**Third Assistant
Chief of Protective Corps**

NEWELL B. SHELDON

FIRE ALARM—DAYS

In case of fire on the premises or dangerously near: Toll the bell by the clapper rope as hard and as fast as possible for one minute duration, then telephone the fire alarm—**No. 40 Bristol.**

In case of fire in the neighborhood, ie: South end of town: Ring bell by wheel rope for two minutes, then telephone the fire alarm.

FIRE ALARM—NIGHTS

In case of fire on the premises, the watchman, or whoever discovers it, is to immediately ring the bell with the small clapper as fast as possible for one minute.

The other watchman immediately upon hearing the fire bell will telephone the fire alarm—Bristol 40, and also telephone A. W. Hathaway, Bristol 86-W.

In case of fire in the neighborhood, ie: South end of town (in your opinion dangerously near)—Ring bell by wheel rope for two minutes, then telephone the fire alarm—Bristol 40, and A. W. Hathaway, Bristol 86-W.

**WATCHMAN'S CLOCK SIGNALS
FOR FIRE, OR DRILLS BY DAY**

TWO LONG RINGS

Buildings Nos. 1, 2, 3, 4, 5, 6, 7, and 14,
Office, Machine, Boiler, Smith Shops,
and Store Houses.

THREE LONG RINGS

Building No. 12, Sail Loft, Paint Shop,
Pattern Store Room, Foundry, Stable
and Dwelling.

FOUR LONG RINGS

Building No. 13, East Construction Shop.

FIVE LONG RINGS

Buildings West side Hope street.

SIX LONG RINGS

Cove Property.

SPECIAL CONSTABLES

A. W. HATHAWAY
CHARLES C. WILSON
THOMAS ASHTON
NEWELL B. SHELDON
THOMAS P. BRIGHTMAN
WALTER WEBB
ARTHUR JORDAN
HERBERT CARR
JAMES BARRY
OTIS WOOD
WILLIAM TUCKER
ELISHA HIBBERT
WILLIAM HORTON
ALEX. GEISLER
ERNEST ALDER

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PROTECTIVE CORPS

NEWELL B. SHELDON

Third Engineer and Chief of Corps

- No. 1. Harold Blease.
- No. 2. Clarence Herreshoff.
- No. 3. Norman Seymour.
- No. 4. Alfred Patstone.
- No. 5. Jerry O'Donnell.
- No. 6. Rufus E. Murray.
- No. 7. John Brechin.
- No. 8. Charles B. Brigham.
- No. 9. J. L. MacBride.
- No. 10. G. Spencer.
- No. 11. Harry I. Young.

HOSE REEL No. 1

ELISHA HIBBERT, Captain.

Pipemen

- No. 1. Frank A. Rounds.
- No. 2. George Cornell.

Axemen

- No. 3. Walter Webb.
- No. 4. Frank McCarty.

Hydrantmen

- No. 5. Charles Weaver.
- No. 6. David Walker.

Hosemen

- No. 7. Alton Negus.
- No. 8. A. DeConing.
- No. 9. Clayton Tuley.
- No. 10. William McCaw.
- No. 11. Louis DeConing.
- No. 12. Harry Seymour.

HOSE REEL No. 2

ALEX. GEISLER, Captain.

Pipemen

- No. 1. William McCaughey.
- No. 2. M. Mescall.

Axemen

- No. 3. W. Carnes.
- No. 4. John DeBois.

Hydrantmen

- No. 5. William Bowler.
- No. 6. Percy Beals.

Hosemen

- No. 7. William Martin.
- No. 8. William Kenney.
- No. 9. Manuel King.
- No. 10. Christie Lewis.
- No. 11. John Connors.
- No. 12. James Brogan.

TEAM No. 3

LADDER TRUCK

ERNEST ALDER, Captain.

- No. 1. Charles Sylvester.
- No. 2. Fred Hodgdon.
- No. 3. George A. Richardson.
- No. 4. Mathew Prebble.
- No. 5. James B. Brown.
- No. 6. Neil Sharkey.
- No. 7. John Davidson.
- No. 8. Thomas Head.
- No. 9. Charles A. McDonald.
- No. 10. Charles McDonald.
- No. 11. John Dwyer.

TEAM No. 4

HYDRANT No. 1

WILLIAM PAINE, Captain.

Pipemen

- No. 1. Matthew Cahoon.
- No. 2. Fred Hagan.

Hydrantmen

- No. 3. Francis King.
- No. 4. John Armitage.

Hosemen

- No. 5. William Horton.
- No. 6. Frank A. Rawson.

TEAM No. 5

HYDRANT No. 2

WALTER LAWTON, Captain.

Pipemen

- No. 1. Frank H. McCarty.
- No. 2. John Blease.

Hydrantmen

- No. 3. Thomas Manchester.
- No. 4. Arthur Jordan.

Hosemen

- No. 5. Napoleon Dellaire.
- No. 6. Andrew LeValley.

TEAM No. 6

HYDRANT No. 3

JAMES WOOD, Captain.

Pipemen

- No. 1. Harry Munro.
- No. 2. George Walker.

Hydrantmen

- No. 3. Edward Trainor.
- No. 4. Thomas Carnes.

Hosemen

- No. 5. Robert Cook.
- No. 6. Worthy McCaw.

TEAM No. 7

HYDRANT No. 4

NATHANIEL G. HERRESHOFF, Jr., Capt.

Pipemen

- No. 1. Charles Gould.
- No. 2. Rodman Simmons.

Hydrantmen

- No. 3. Charles Ruppert.
- No. 4. Thomas Brightman.

Hosemen

- No. 5. Clarence Seymour.
- No. 6. Walter Handy.

Electrician

- No. 7. Charles Childs.

TEAM No. 8

STEAM PUMP

THOMAS P. BRIGHTMAN, Captain

Pipemen

- No. 1. James Finley.
- No. 2. George Marshall.
- No. 3. Angus McVarish.
- No. 4. Mike McPhee.

Hydrantmen

- No. 5. George E. Perry.
- No. 6. James U. Clarkson.

Hosemen

- No. 7. Peter Gasper.
- No. 8. Joseph Harvey.
- No. 9. Harry Starkey.
- No. 10. Matterson Cramm.
- No. 11. Alfred Davis.
- No. 12. Paull Stoddard.
- No. 13. William Kirkpatrick.
- No. 14. James Rickson.
- No. 15. Albertus Alden.

Engineers

- No. 16. Samuel W. Munro.
- No. 17.

LOCATION OF HOSE REELS

- No. 1 Reel in No. 12 Building under Sail Loft.
- No. 2 Reel in House south side No. 13 building.

Ladder Truck

In House south side No. 13 building.

Hydrants

- No. 1 under Main Office (Town service.)
- No. 2, in House So. side No. 13 (tank service.)
- No. 3, in House S. E. of Boiler Shop (Town service.)
- No. 4, near Dynamo Room (tank service.)

Hose Connections

(Town service.)

- 2—2½" Hydrant No. 1 (one gate.)
- 2—2½" Hydrant No. 3 (one gate.)
- 1—1½" Machine Shop, main floor.
- 1—1 " Machine Shop, 2nd floor.
- 1—1 " Machine Shop, tower.
- 1—1 " Boiler Shop.
- 1—1 " Foundry.
- 1—¾ " Barn.
- 1—¾ " Sail Loft.
- 1—¾ " Draughting Room.

HOSE CONNECTIONS

(Tank service.)

2—2½" Hydrant No. 2.

1—2½" Hydrant No. 4.

1—1½" Second floor No. 14 Building, east Store House.

1—1½" Third floor No. 14 Building, east Store House.

1—1½" No. 8 Building, South Construction Shop.

1—1½" No. 10 Building (gallery) North Construction shop.

LOCATION OF CHEMICALS

1 in Entry to Main Office Station No. 3
1 in Draughting Room Station No. 2
1 in 1st Attic over Machine Shop Station No. 26
1 in East Balcony Machine Shop Station No. 12
1 in S. E. cor. main floor Mach. Shop, Station No. 16
1 in S. W. cor. main floor, Mach. Shop, Station No. 17
1 in Stairway east side main floor
Machine Shop Station No. 15
1 in Boiler Shop, near street door.... Station No. 35
1 in Boiler Shop, east side Station No. 37
1 in Blacksmith Shop, near Machine Shop Station No. 18
1 in Paint Shop, near street door.... Station No. 52
1 in Sail Loft, north end Station No. 70
1 in Store House, 2d floor, No.14 bldg. Station No. 42
1 in Store House, 3d floor, No.14 bldg. Station No. 44
1 in 1st floor No. 13 Building, E. end, Station No. 71
1 in 1st floor No. 13 Building, W. end, Station No. 75
2 in Cabinet Shop, center, op. sides, Sta. No. 86-87
2 in Mill, center, opposite sides.....Sta. No. 82-83
2 in Passage way 2d floor, rear of
Stock Room..... Station No. 103-104
2 in Welfare Club Rooms.
3 in Mr. N. G. Herreshoff's residence.
5 in Mrs. J. B. Herreshoff's residence.

LOCATION OF HOSE

Reel No. 1, 500' 2½"
 Reel No. 2, 450' 2½"
 Fire Pump, 500' 2½"
 Hydrant No. 1, 100' 2½"
 Hydrant No. 2, 100' 2½"
 Hydrant No. 3, 300' 2½"
 Hydrant No. 4, 150' 2½"
 No. 2 Head House, 100' 2½"
 1st Floor Machine Shop..... 100' 1½" Linen
 1st Attic Machine Shop 100' 1 " "
 2d Attic Machine Shop Tower..100' 1 " "
 No. 14 Building, 2d floor.....100' 1½" "
 No. 14 Building, 3d floor.....100' 1½" "
 North Construction Shop 100' 1½" "
 South Construction Shop 100' 1½" "

LOCATION OF WATER BARRELS WITH BUCKETS

1 in West Balcony Machine Shop..... Buckets 3
 1 in East Balcony Machine Shop..... " 3
 1 in 2d Attic Machine Shop..... " 4
 1 in Boiler Shop " 2
 2 in E. Construc. Shop No. 13 Main floor " 4
 2 in E. Construction Shop No. 13 balcony " 4
 2 in E. Construc. Shop, No. 13, spar loft " 4
 1 in Rigging Loft " 2
 2 in Loft over N. Construction Shop.... " 4
 2 in S. Construction Shop, main floor.. " 4
 2 in N. Construction Shop, main floor.. " 4
 2 in Mill " 4
 2 in Cabinet Shop " 4
 1 in Attic over Cabinet Shop " 2
 2 in Blacksmith Shop " 4
 1 in No. 14 E. Store House, main floor.. " 2

LOCATION OF BUCKETS

WITHOUT BARRELS

- 2 in Attic over Draughting Room.
- 2 over door of Draughting Room to Pattern Shop.
- 2 in Balcony south end Machine Shop.
- 3 on Machine Shop Stairs, west side.
- 3 on Stairs leading to Attic over Machine Shop.
- 2 Head of Stairs to 2d Attic over Machine Shop.
- 3 near Office Door, main floor Machine Shop.
- 3 South Door Main Floor Machine Shop.
- 2 in Balcony Boiler Shop.
- 3 in E. Store House No. 14, 1st floor.
- 6 in E. Store House No. 14, 3d floor on aux. tank.
- 2 near Store House door No. 14 3d floor.
- 2 in Upholsterers' Room.
- 5 in Sail Loft.
- 4 in Paint Shop.
- 2 in Pattern Room.
- 5 in Foundry.
- 4 in Barn.
- 2 in North Construction Shop Stairway.
- 2 in North Construction Shop Attic.
- 2 in Small Boat Shop.
- 3 in Stairway to Cellar of Main Office.

LOCATION OF FIRE AXES

- 1 in Main Office Entrance.
- 1 at Door of Machine Shop.
- 1 at Door of Boiler Shop.
- 1 at 1st floor No. 14 Store House.
- 1 at 3d floor No. 14 Store House.
- 1 in Paint Shop.
- 1 in Sail Loft.
- 1 in Pattern Room.
- 1 in Foundry.
- 1 in Barn.
- 1 East Door East Construction Shop.
- 1 West Door East Construction Shop.
- 1 Street Door North Construction Shop.
- 1 Street Door South Construction Shop.
- 1 in Mill.
- 1 in Cabinet Shop
- 2 in No. 1 Head House at Cove.
- 2 in No. 2 Head House at Cove.

LOCATION OF LANTERNS

- 1 in Machine Shop.
- 1 in Boiler Shop.
- 1 in Paint Shop.
- 1 in Foundry.
- 1 in Blacksmith Shop.
- 1 in East Construction Shop.
- 1 in North Construction Shop.
- 1 in South Construction Shop.
- 1 in Mill.
- 1 in Watch House.
- 1 on Ladder Truck.
- 1 on No. 1 Reel.
- 1 on No. 2 Reel.
- 1 at No. 1 Hydrant.
- 1 at No. 2 Hydrant.
- 1 at No. 3 Hydrant.
- 1 at No. 4 Hydrant
- 2 in No. 1 Head House at Cove.
- 2 in No. 2 Head House at Cove.

No.	Type of Building	Description and Location
1	2 Story Frame Building	Front Machine Shop, Burnside Street.
2	1 Story Frame Building	Back Machine Shop and Pattern Shop.
3	1 Story Brick and Frame	Smith Shop, rear of Office.
4	1 Story Frame Building	In rear East End Building No. 1.
5	1 Story Frame Building	Boiler Shop, Burnside Street.
6	2 Story and Attic, Frame Building	Office and Draughting Room, Burnside Street.
7	1 Story Frame Building	Storehouse, east of Boiler Shop, Burnside Street.
8	1 Story and Loft Frame Building	South Construction Shop, Hope Street.
9	1 Story and Stock Room, Frame Building	Middle Shop, Rolling Mill and Small Boats.
10	1 Story and Loft, Frame Building	North Construction Shop, Hope Street.
11	2 Story and Attic, Frame and Brick Building	Planing Mill, bridged to No. 10, Cabinet Shop, Boiler, and Watch House, Hope Street.
12	2 Story Brick and Frame Building	Sail Loft, Paint Shop, Pattern Store Room, Foundry, Stable and Shed, Burnside Street.
13	1 Story and Loft, Frame Building	Southeast corner Hope and Burnside Streets.
14	2 Story Frame Building; water tank, 20,000 gallons	Rear of Machine Shop, Electricians, and Boiler Room.
15	1 Story Frame Building	Lumber Shed on South Dock.
16	2 Story Frame	Store House at Cove.
17	1 Story Frame	Lumber Shed at Cove.
18	1 Story Frame	Spar Shed at Cove.
	No. 1 Head House, Frame	At Cove North Yard.
	No. 2 Head House, Frame	At Cove South Yard.

STATIONS

Chief Engineer, at the fire.

1st Assistant Engineer, at the fire.

2d Assistant Engineer, at hydrants nearest the fire, supervising laying of hose, turning on and off of water as directed.

3d Assistant, as Chief of Protective Corps, supervising the salvaging of valuables, drawings, records, etc.

The other officers with their respective companies.

James T. Robertson will have charge of all steam lines.

RULES AND REGULATIONS

1. The senior officer present will command. After the Engineers, Captains of companies will command, ranking by the numbers of their respective companies, Nos. 1, 2, 3, etc.

2. All Town service hose connections and valves are painted **Black**. All private service hose connections, valves, etc, **Red**. All piping, valves, etc., in the plant, are in charge of J. T. Robertson. It is his duty to see that water is turned on all lines in case of fire.

3. Hose Reel Companies will repair to the two nearest hydrants with all speed, No. 1 Company taking the nearest; No. 2 Company, the next nearest; if equidistant No. 1 the odd and No. 2 the even number.

4. The pipemen and hosemen of each hydrant company will lay the line connected to their respective hydrant and then assist the reel companies in laying theirs.

The first hydrantman that arrives at the hydrant will see that the gate is closed before the hydrant is opened.

5. Wait for the word (Water) when the hydrant will be opened and water turned on first line of hose.

6. No water will be turned on the second line of hose until the word (Second Water) is received, when the gate will be opened by the hydrantman of company in possession.

7. Hose must be run out quickly and carefully, without kinks or turns, touching

no corners, and making long easy bend. Hose must be hooked securely to ladders.

8. Silence and attention is imperative.

9. Orders must be given clearly and distinctly, repeated along the line, and repeated back to the Chief after obeying, that he may know the order is understood and executed.

10. All orders must be repeated by the recipient.

11. Pipemen and hosemen will each take hose strap and attach to hose where necessary.

12. All doors, windows and openings liable to feed air to the fire will be closed as long and as far as possible.

13. A wet cloth or handkerchief over nose and mouth will materially assist breathing in heavy smoke.

14. Do not hesitate to call for help.

15. If smoke or heat become too intense crawl with face close to ground or floor to nearest opening of escape.

16. Do not abandon hose or station unless absolutely necessary. When necessary, report at once to the Chief that he may have the abandoned stream shut off.

17. The members of the ladder truck will stand in readiness to raise ladders as directed, and to lend such aid to the hosemen as is possible.

18. Designated numbers of the protective corps will report to Newell B. Sheldon (Chief of Corps) and with chemicals, etc., hasten to

the fire and assist in extinguishing the blaze. Others, as he may direct, will assist in removing to a place of safety such articles as he may deem advisable, drawings, records, etc., and obey in a cheerful manner whatever he directs you to do.

19. The Constables will, as far as possible, police the fire, see that it is properly roped off, and give the firemen clear space to work. They will in no way hinder or embarrass, but in every way possible, assist, forward, and encourage the firemen.

They are police in every sense of the word and will be obeyed and respected accordingly.

20. Keep water away from belting as much as possible.

21. At the arrival of the Town department they will take charge and every man from the highest will work in harmony with them.

22. All men that are not on the regular teams, but that are assigned certain stations, will, at the sound of the alarm, cover the station nearest the fire. If the fire is in their immediate vicinity they will do all in their power to extinguish the blaze. If the fire is not in their immediate vicinity they will remain at their station until they are called for, or the recall has been sounded.

23. **ALL** fire apparatus is for fire fighting purposes **ONLY** and is to be used for no other purpose without special permit from the

Chief. This applies to all, but especially to **Buckets**. If you need anything, go to the proper authorities and you will get it, but leave articles that are used to fight fires severely alohe.

24. It is expected that all men that are in hearing distance of the alarm, if a fire should occur out of the regular working hours, will respond and immediately report to their respective stations the same as in working hours.

25. Do not abandon your station to save your tools. Your loss, if any, will be made good by the company.