

THE AMERICAN RED CROSS  
MELROSE CHAPTER  
MELROSE, MASSACHUSETTS

Boston Metropolitan Chapter,  
American Red Cross  
17 Gloucester Street  
Boston, Mass.

Attention: Mr. Charles Gates

REPORT OF THE PARTICIPATION OF THE MELROSE CHAPTER AT THE COCOANUT GROVE DISASTER, BOSTON, November 28-29, 1942

1. The Melrose Chapter participated by sending in one emergency ambulance, two private cars with First Aiders, and a second ambulance unit which was turned back at Charlestown.
2. The request for assistance came from the Police Department of Melrose to Mr. Edward Kelly, Chairman of First Aid Parties for the Melrose Committee on Public Safety, who is also Chairman of the Chapter Committee on First Aid and Water Safety. Mr. Kelly telephoned The Disaster Chairman who immediately alerted the necessary Disaster personnel by telephone. Request message received at 11:00 P.M. Nov. 28, 1942.
3. Disaster Headquarters at the First Baptist Church was opened and the Chairman and an assistant remained on duty until 1:00 A.M. Nov. 29, 1942.  
An emergency ambulance, driven by Captain Adams and Adj. Watts of the Motor Corps, left at 11:45 together with two cars with nine First Aiders and Mr. Kelly. These reported at the scene of the fire. The services of the First Aiders was not requested nor any of the First Aid equipment, except stretchers, and two of these were turned over as requested by the authorities in charge.  
The group left the scene at about 2:15 A.M. and returned to Headquarters at about 2:45 A.M.
4. No reimbursement is expected unless it is in order to cover the incidental costs and the missing stretchers.

Respectfully submitted,

(Signed) William Howard Smith

William Howard Smith  
Chairman, Disaster Preparedness  
and Relief.