

Town of Chelmsford FIRE STATION STUDY COMMITTEE Minutes
January 27, 2022
50 Billerica Road, Room 200
Chelmsford, MA 01824

I. Call to order

- a) The meeting of the Fire Station Study Committee was called to order by the Committee Chair Virginia Crocker Timmins, 7 members were present at 3:30 pm on January 27, 2022. The meeting was held at the Chelmsford Town Offices, 50 Billerica Road, Room 200.

II. Attendance

- a) The following members were present at the meeting:
 - Virginia Crocker Timmins, Committee Chair
 - Sheryl ODonnell, Committee Vice Chair
 - Gregory Segnini, Committee Clerk
 - Robert Albon, Firefighters' Union Representative
 - Paul Cohen, Town Manager
 - Robert Destrempe, Resident Representative
 - Gary Ryan, Fire Chief

III. Public Comment

- a) None

IV. Meeting Minutes

- a) A motion was made by G. Ryan to accept the meeting minutes for the previous meeting on December 16, 2021 as presented by G. Segnini. The Motion was seconded by R. Albon. The motion passed.

V. Draft Mission Statement

- a) S ODonnell presented a draft of the committee mission statement based on the discussion at the previous meeting.
- b) P. Cohen presented additional language for consideration to be incorporated in the mission statement.

- c) The committee discussed the presented language and drafted the committee's mission statement.

VI. Working Discussion

- a) The committee discussed the documents and information that were presented at the previous meeting. Each document was brought for discussion, including questions and comments for each.
- b) The committee discussed the station tours that were taken on January 6, 2022.
- c) The committee discussed a path forward. Chair Timmins suggested that at the next meeting the committee discuss the current state, the future state and filling in the gaps with regards to the committee and its direction.
- d) The committee discussed what information will be needed for the next meeting.
 - i. It was discussed that population data would be useful for the committee going forwards. P. Cohen will gather pertinent census population data for Chelmsford, historical and present.
 - ii. R. Destrempe requested information on the number of Occupied Multiple Dwelling Units there are in town and how those number have changed over time.
 - iii. G. Segnini discussed response-time maps and will look into providing maps reflecting different station configurations.

VII. SAFER Grant

- a) R. Albon discussed the federal SAFER Grant for staffing as a potential option to offset the initial costs of additional staffing.
- b) G. Ryan discussed how the department has applied for the grant in the past.
- c) The committee agreed the federal SAFER grant should be considered as a potential funding source for any recommendations made by the committee as well as for future staffing needs.

VIII. Set next meeting date

- a) The next meeting was set for February 4, 2022

IX. Public Comment

- a) None

X. Adjournment

- a) Motion to Adjourn the meeting by R. Albon. Seconded by S. ODonnell. Motion Passed.

Chair Timmins adjourned the meeting at 5:33pm.

Submitted by:

Gregory Segnini, Committee Clerk

Supporting documents: All supporting documents are uploaded and recorded to a shared cloud drive

Approved 2/4/22