

**Town of Chelmsford FIRE STATION STUDY COMMITTEE Minutes**  
**February 14, 2023**  
**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 4:00 pm on February 14, 2023. 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. Meeting Minutes**

- a) G. Segnini presented the proposed minutes from the meeting on February 7, 2023.
- b) A motion was made by R. Albon accept the meeting minutes for the previous meeting on February 7, 2023. The Motion was seconded by G. Ryan. The motion passed unanimously.

**IV. Set next meeting dates**

- a) The committee has a previously set meeting for 4:00pm on Tuesday, February 21, 2023.

**V. Public Comment**

- a) None

## **VI. Working Discussion**

- a) R. Albon gave an update on the GIS study being conducted by the IAFF. It is still on track to be completed by early March.
- b) G. Ryan spoke about the conversation he had with a Triumph Construction representative about constructing a new Station 5 on its currently lot.
- c) The committee discussed reaching out to nearby towns to gather more information on recent fire station construction.
- d) R. Albon discussed the SAFER Grant application process that just opened for the current year. G Ryan stated that the department applied for and was not awarded the grant last year and discussed his intention to apply for the grant again this year.
- e) The committee began creating a chart to compare the different station/staffing models currently being discussed.

## **VII. Public Comment**

- a) None.

## **VIII. Adjournment**

- a) Motion to Adjourn the meeting by R. Albon. Seconded by G. Ryan. Motion Passed with six in favor and one absent.

Chair Timmins adjourned the meeting at 5:29pm.

Submitted by: Gregory Segnini, Committee Clerk

Supporting documents:

- a) Updated slides outlining station/staffing/apparatus proposals w/scenarios & analysis

\*All supporting documents are uploaded and recorded to a shared cloud drive