

**Town of Chelmsford FIRE STATION STUDY COMMITTEE Minutes**  
**March 7, 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 March 7, 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 21, 2023.
- b) A motion was made by R. Albon accept the meeting minutes for the previous meeting on February 21, 2023. The Motion was seconded by G. Ryan. The motion passed unanimously.

**IV. Set next meeting dates**

- a) The committee has previously set meetings for 4:00pm on the following dates:
- i. Wednesday, March 29, 2023
  - ii. Thursday, April 6, 2023
  - iii. Tuesday, April 11, 2023

**V. Public Comment**

- a) None

**VI. Working Discussion**

- a) R. Albon gave an update on the IAFF GIS study. A draft of the study will be ready to present to the committee at the next scheduled meeting on March 29.
- b) G. Ryan discussed the ongoing communication with Triumph Construction regarding the feasibility of rebuilding Station 5 at its current location.
- c) The committee discussed land in the area of the current Station 5 as potential locations for rebuilding that station.
- d) G. Ryan presented information on call volumes for each of the department apparatus.
- e) G. Segnini presented updated response district maps for the current operation as well as for proposed staffing/station options.
- f) The committee continued discussing tradeoffs between different staffing/station proposals as they relate to the critical success factors.

**VII. Public Comment**

- a) None.

**VIII. Adjournment**

- a) Motion to Adjourn the meeting by R. Albon. Seconded by R. Destrempe. Motion Passed.  
Chair Timmins adjourned the meeting at 5:24pm.

Submitted by: Gregory Segnini, Committee Clerk

Supporting documents:

- a) CFD Call Volumes by Apparatus
- b) Updated slides outlining station/staffing/apparatus proposals w/scenarios & analysis

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