

**Town of Chelmsford FIRE STATION STUDY COMMITTEE Minutes**  
**June 21, 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, 6 members were present at 4:00 pm on June 21, 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  
Gregory Segnini, Committee Clerk  
Robert Albon, Firefighters' Union Representative  
Paul Cohen, Town Manager  
Robert Destrempe, Resident Representative  
Gary Ryan, Fire Chief

- b) The following member was absent:

Sheryl ODonnell, Committee Vice Chair

**III. Meeting Minutes**

- a) G. Segnini presented the proposed minutes from the meeting on June 6, 2023.
- b) V. Timmins recommended amendments to annotate R. Destrempe as absent and to change language in section VII (c) to reflect that a poll was conducted not a formal vote.
- c) A motion was made by R. Albon to accept the meeting minutes as amended for the previous meeting on June 6, 2023. The Motion was seconded by G. Ryan. The motion passed, 5 yes, 1 abstained, 1 absent.

**IV. Set next meeting dates**

- a) The committee has previously set meeting for 4:00pm on June 27, 2023

## **V. Public Comment**

- a) None

## **VI. Working Discussion**

- a) The committee discussed the 3-Station proposals (proposal f & proposal g)
- b) The committee discussed the preferred station size for a new station that would be built in the area of Littleton Rd to support either of the 3-Station proposals.
  - i. G. Ryan suggested that the station have a square footage somewhere between the current Fire Department HQ (16000 sqft) and the current Station 2 (7200 sqft).
  - ii. It was discussed that the station should be approximately 10,000 sqft and have the ability to house two companies/apparatus.
- c) Chair Timmins polled the committee on the preferred of the two 3-station proposals.
  - i. 6 members participated in the poll in total with one member absent.
  - ii. P. Cohen was in favor of proposal g because of its additional coverage for N. Chelmsford citing the call volume, types of structures and prominence of the elderly and disadvantaged population in the area. He also cited the heat map showing high call frequency in Station 2's area.
  - iii. G. Ryan was in favor of proposal g but would like to see the 13-person shift in the proposal increased to a 14-person shift for firefighter safety and an improved ability to meet NFPA standards for an initial alarm response.
  - iv. R. Destrempe was in favor of proposal f because of its 14-person shift and because under the proposal each district would maintain their current apparatus. He believed that this would be easier to sell to the town given the reduction from five stations down to three.
  - v. G. Segnini was in favor of proposal f because of the 14-person shift for firefighter and public safety and because he believed it provides better first due coverage for the entire town.

- vi. R. Albon was in favor of proposal f because of the 14-person shift for firefighter and public safety and he believed it provides better coverage of simultaneous calls.
- vii. Chair Timmins was in favor of either proposal g or f with the stipulation that there would be a 14-person shift included in either proposal and that the new station in the area of Littleton Rd would be built with the capability to house 2 companies/apparatus for future flexibility.

**VII. Public Comment**

- a) None

**VIII. Adjournment**

- a) Motion to Adjourn the meeting by R. Albon. Seconded by R. Destrempe. Motion Passed with 6 yes and 1 absent.

Chair Timmins adjourned the meeting at 5:13 pm.

Submitted by: Gregory Segnini, Committee Clerk

Supporting documents:

- a) None

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