

Town of Chelmsford FIRE STATION STUDY COMMITTEE Minutes
July 20, 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, 6 members were present at 4:00 pm on July 20, 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
 - 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) A motion was made by R. Albon to accept the meeting minutes for the previous meeting on July 12, 2022. The Motion was seconded by R. Destrempe. The motion passed.

IV. Public Comment

- a) None

V. Working Discussion

- a) R. Albon distributed a list of proposed questions for a survey of the members of the Fire Department to inform the Fire Station Study Committee.
- b) The committee discussed the proposed questions and implementation of a survey.
- c) G. Ryan informed the committee that he has reached out to Criterion and Sun Microsystems with regards to obtaining data and analysis related to Fire Department response times and concurrent call data.

- d) G. Ryan discussed current building costs for area public safety buildings.
- e) The committee discussed the costs involved with obtaining a rough order of magnitude for building a new fire station per scenario 3.
- f) G. Ryan discussed the status of the Permanent Building Committee's assessment of renovating the current Engine 5 in place.
- g) The committee discussed the apparatus configuration proposed by Scenario 3.
- h) The committee discussed the tradeoffs between running 1 and 2 engines out of the Center Station in in a three-station layout.
- i) The committee discussed the staffing configuration for Scenario 3, Phase 1, Steps 1 and 2.
- j) The committee discussed how to move forward.

VI. Public Comment

- a) None.

VII. Set next meeting date

- a) The committee had previously set a meeting for 4:00pm on July 26, 2022.

VIII. Adjournment

- a) Motion to Adjourn the meeting by R. Albon. Seconded by G. Ryan. Motion Passed.

Chair Timmins adjourned the meeting at 5:44 pm.

Submitted by: Gregory Segnini, Committee Clerk

Supporting documents:

- a) Work Session Flip Charts
- b) Proposed Fire Department Survey Questionnaire

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