

Town of Chelmsford FIRE STATION STUDY COMMITTEE Minutes
September 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 4:00 pm on September 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. Meeting Minutes

- a) A motion was made by R. Albon to accept the meeting minutes for the previous meeting on September 20, 2022. The Motion was seconded by G. Ryan. The motion passed.

IV. Public Comment

- a) None

V. Working Discussion

- a) The committee discussed the report outlining the preliminary analysis conducted by Criterion Associates.
- b) G. Ryan presented the committee with concurrent call data provided by Sun Microsystems.

- c) The committee discussed the feasibility of adding staffing to bolster shift strength along with per apparatus staffing vs. reducing the number of apparatus staffed to consolidate staffing.
- d) The committee discussed the path moving forward.
 - i. The committee identified additional information and analysis to request from Criterion Associates prior to the next meeting
 - ii. The committee discussed creating an outline that would define all the work that the committee has complied so far.

VI. Set next meeting date

- a) The committee has previously set meetings at 4:00pm for the following dates:
 - i. October 4, 2022
 - ii. October 18, 2022
 - iii. October 25, 2022

VII. Public Comment

- a) Michael Young resident at 15 Janet Rd, Chelmsford, MA 01824 stated the need to present a strong case to Town Meeting to justify the costs of the committee's eventual recommendation.

VIII. Adjournment

- a) Motion to Adjourn the meeting by R. Albon. Seconded by R. Destrempe. Motion Passed.
Chair Timmins adjourned the meeting at 5:38 pm.

Submitted by: Gregory Segnini, Committee Clerk

Supporting documents:

- a) Criterion Associates – Preliminary Analysis of Fire Station Location Alternatives
- b) Chelmsford FD Summary Concurrent Open Cases

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