

Chelmsford Permanent Building Committee  
Town of Chelmsford  
9 Alpha Rd. Chelmsford, Ma 01824  
Meeting Minutes November 4, 2025  
Approved December 16, 2025

Members Present: Chair Tim Powderly, DPW Director Christine Clancy, Michael Donoghue, Evelyn Thoren, Deb Belden

Not Present:

Others Present: Town Manager Paul Cohen, Hamdi Cobanoglu, Sr. Project Manager, LeftField PM, LLC, Michelle Wisla, Fire Department Chief Gary Ryan  
Austin Drake, Brian Elyo, Ed Gallante

All documents referenced in these minutes are available for review at the Town Manager's Office, 50 Billerica Rd., Chelmsford Town Offices Building. This meeting was recorded by Recording Secretary Vivian Merrill

**Call to Order**

Chair Powderly called the meeting to order at 7:00PM.

**Public Input (15 Minutes)**

No one from the Public was present at this time.

**Fire Stations – 260 Old Westford Road – Engine 3 and 295 Acton Road – Engine 5**

Mr. Cobanoglu introduced the members of the Fire Stations Design Team.

**- Engine 3 and Engine 5 - Final Review of Design Development Drawings**

Mr. Gallante presented a slide show beginning with a description of existing conditions at Engine 3. This is a 2700SF building built in the 1960's. The project will tear down and build a new building.

The proposed design was shown. This will be a much larger building; storm water and planting plans were summarized. Building features were described. The roof will have solar panels and other mechanical equipment. Siding will be resin material with a wood grain surface, and there will be standing seam metal panels in select areas.

Existing conditions were shown for Engine 5. This location is a much tighter site with a 2600SF building that will also be torn down, and a new building will be constructed.

The proposed design was shown. Landscape plan and fencing plans were shown. Plantings are actually on an abutter's property, and the property owners have agreed to allow this. Building features were described. The building will have an elevator, and the roof will have solar panels and mechanical equipment. The building will also have the same siding as Engine 3. The bay doors will be glass to allow more light into the building.

**- Engine 3 - Discuss Geothermal Well Design -**

Geothermal wells are proposed to be built on Engine 3. This part of the project would be grant funded through MassSave.

There is a concern with PFAS on both sites. The levels are similar to what is already in the drinking water.

The Board of Appeals has approved variance for Engine 5.

Mrs. Belden asked about getting a waiver on not having an elevator. Mr. Gallante explained that a letter of indemnification would be needed to cover them under federal regulations and civil rights.

**Engine 3 and Engine 5**

**- Review Project Schedule - Engine 3 and Engine 5**

A schedule of activities was shown. Activities done to date are on schedule, and ongoing. Planning Board meetings will begin, and bids from contractors will be coming in. Construction should take about 18 months, and could be finished by 2027.

Both buildings will follow roughly the same schedule.

Two separate Cost estimates should be available just before the Thanksgiving holiday, by the end of November.

They are awaiting word on what rebates are available also through MassSave. Rebates are done after the installation and inspections.

Ground testing and remediation costs will be handled from the contingency accounts. Annual monitoring will be done. Some soil will be removed from the Engine 5 property. A test well will be installed in November.

Radiant heat will not be used in either station. There will be a small area outside for snow melting.

**- Update of Conservation Commission and Planning Board Submittals and Meeting Dates**

These dates were included in the previously reference Activity Schedule.

• **South Row School – MSBA Accelerated Repair Program – Partial Roof Replacement – Status Update**

Bids go live at 10AM tomorrow. The Bid opening will be held on December 5, 2025. The Bid will be awarded by the end of December, 2025.

Solar panels are being done through Power Options, which offers a rebate program.

Demolition and disposal of existing equipment will be covered by the MSBA, other equipment will be covered at 30% through other vendors.

• **Meeting Schedule**

December dates:

Design meeting will be on December 4<sup>th</sup>.

The Conservation Commission will meet on Dember 9<sup>th</sup>.

The Planning Board will meet on December 16<sup>th</sup>.

• **Meeting Minute Approval**

**August 12, 2025**

**Motion:** by Mrs. Thoren to approve the Meeting Minutes of August 12, 2025, as presented. Seconded by Mr. Donoghue. **Motion carries, unanimous, 5-0.**

**September 9, 2025**

**Motion:** by Mrs. Belden to approve the Meeting Minutes of September 9, 2025, as presented. Seconded by Mr. Donoghue. Mrs. Thoren & Mr. Donohue abstained, all others in favor. **Motion carries, 3-2-0.**

• **Adjournment**

**Motion:** by Mr. Donaghue to adjourn the meeting at 7:07PM. Seconded by Mrs. Thoren. **Motion carries, unanimous, 5-0.**

Respectfully submitted,

Vivian Merrill  
Recording Secretary

Supporting Documents:

-Fire Station Presentations.

-Draft Minutes