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By Alanna Lynch at 11:54 am, Jul 01, 2025

## Fire Apparatus Assessment Committee Meeting Minutes

June 26, 2025 at 1:30PM  
Zoom Teleconference

### Attendees:

Eric Balles  
James Catacchio  
Scott Jamison  
Travis Snell  
Scott Triola  
Chief Sorrows

### III. MRI Discussion

- Triola confirmed the Select Board authorized MRI consulting work. The Committee reviewed and finalized the questions/goals for MRI:
  - I. **Target Hazard Analysis** – High-level summary of the key current and future (next 15-20 years) risks Carlisle faces with regard to Fire and EMS Services. (Manage scope of this analysis to meet project timeline)
  - II. **Level of Service** - What are the current and future apparatus needed to maintain an on-call Fire department at the current level of service (Fire and EMS)? This includes the ability to access/transport adequate water resources for the protection of lives and property of Carlisle residents. (Correlate apparatus needs/timeline with target hazard analysis.)
  - III. **Apparatus Comparison** - How does Carlisle's apparatus compare to that of the following Towns? What are the key reasons/rationale that drive differences in apparatus?
    - Lincoln (Mature Career Staffing)
    - Boxborough (Transitioning to Career Staffing)
    - Dover (On-call staffing; No water supply)
    - MRI recommendation for comparison (appropriate Town you are already familiar with)?
  - IV. **Mutual Aid** - How is mutual aid used to support Carlisle's Fire/EMS response? What are the limitations on Carlisle's use of mutual aid? How can mutual aid impact Carlisle apparatus needs going forward?
  - V. **Career Costs and Services** - Confirm the minimum staffing needed (include rough staffing cost estimate) if Carlisle were forced to transition to a career department. What apparatus and level of response would a career staffing model support (high level summary only)?
  
- Triola will send questions goals to Brian Duggan (MRI - Director Fire Services Group) and confirm they can meet the required timeline (recommendations to Select Board on July 22).

Meeting adjourned at 1:55PM. (Motion made and approved 5-0)

These minutes include all motions made and votes taken during this meeting.

Minutes taken and submitted by Scott Triola.

Minutes approved on June 30, 2025 (4-0).