

Date and Time: 07/18/19 10:11 AM
 Location: Silva Room, Flynn Building, 278 Old Sudbury Road, Sudbury
 Members Present: Kay Bell (KB), Doug Frey (DF) Pat Guthy, Chairperson (PG), Caroline Santangelo (CS)
 Members Absent: Lisa Kouchakdjian (LK), Susan Rushfirth (SR),
 Also Present:
 Public Commenters:

Convene: The special meeting of the Sudbury Commission on Disability (COD) was called to order by Pat Gathy at 10:11 AM. A quorum (at least a majority of 4 of 6) was present.

1. Selection of Meeting Recorder: Kay Bell volunteered to record minutes.

§ Information Update

PG distributed a member phone list. She will update with any second phone numbers members offer.

2. Review and approve minutes of 06/06/19 and the 6/20/19 meetings

MSV KB moved, CS seconded the motion to approve the minutes of the June 6th meeting of the COD as amended.

The motion carried unanimously.

MSV DF moved, CS seconded the motion to approve the minutes of the June 20th meeting of the COD.

The motion carried unanimously.

Regarding approval of COD meeting minutes KB noted that all agendas and approved minutes have been posted to the COD section of the Town website with the exception of the October 19, 2018 joint meeting of the Sudbury Housing Authority and the COD. PG will confer with Sheila Cosalito, Director of the Sudbury Housing Authority, to review the drafted minutes and bring them to a future COD meeting for approval.

3. Discussion on implementing recording of COD meetings, since Public Comment Policy has been approved. Determining start date and announcement to Town.

It is the consensus of the commission to begin videotaping at least our regular meetings (monthly). Logistics of doing so and arranging how members will implement the work need to be clarified. If the recording is accompanied by the meeting agenda marked with the minute in the progress of the recording that the item begins, Sudbury Television (STV) would be able to provide a navigable list alongside the recording for the convenience of viewers. PG will inquire of Lynn Puorro, Director of STV, if recording only our regular meetings is allowable or if we record any meeting, we are obligated to record all meetings.

4. Distribution of The American Community Profile for Middlesex/Sudbury statistics on those living with a disability.

This document, sourced from official US census data, is being used by the Master Plan Steering Committee. Within the data are patterns related to types of disability and age. This summary information and a fuller description of the less visible disabilities would help lay

the groundwork for clarifying the need for accessible features in the Town Hall Renovation Project.

5. Discussion of MOD Educational Meeting with Jeff Dougan

After the session on July 8 SF sent a number of reflections and suggestions to PG. Among them:

- a) Posting informative pamphlets we received at various Town offices and facilities
- b) Town-wide meetings, such as Town Meeting, need more preplanning for services for people with disabilities
- c) Use STV to distribute public service announcements, i.e. short videos, and regular programs related to services to enhance access to full participation in community life in Sudbury, along with recordings of our meetings

Other ideas relate to establishing a structure of liaison assignments that could be useful in keeping informed of projects and managing the growing workload of participating in communicating, researching, and advising on Town projects and functions.

SF also inquired about reviewing the unsuccessful application made in the recent past to the MOD for a planning grant.

6. Update on pending issues

- a) The Master Plan Steering Committee will be considering Public Safety planning.
- b) A questionnaire could be included in the annual Town census providing the opportunity for people with any kind of vulnerability to register with the Town Public Safety Department.
- c) There has been no further word from Chris Felt, Parks and Grounds Foreman, regarding the status of fitness equipment located outdoors at Haskell Field.
- d) The case of the person with disabilities who lives at the Coolidge having problems related to her caregivers ability to park safely when they come to provide services was resolved by the efforts of Adam Duchesneau, Director of Planning and Community Development. The resident was provided a dedicated parking space for her round-the-clock caregivers.
- e) DF reported from the Transportation Steering Committee:
 - i. “Making the Connection,” the subsidized ride hailing pilot program, will host an informational meeting Tuesday, July 23, 2 PM in the lower level of Town Hall. Soon the pilot will launch and serve residents of Sudbury who are 50 years or older, who live with a disability, or who are financially vulnerable.
 - ii. Outreach and vetting for registration is needed and the Transportation Committee requests assistance from the COD. While the consensus of the commission is that we are not currently able to participate in screening potential participants, we are eager to help disseminate information via our web pages and provide a link to an application when there is one. If there are paper forms we could assist in the effort to distribute them. The TC might consider setting up sign-ups on site at affordable housing developments, partnering with the Clergy Association, and reaching out to people who live as “shut-ins” the Town Social Worker is aware of.
 - iii. Next meeting of the Transportation Committee is Thur., July 25, 9:30 AM.

8. Public Comment There was no public comment.

7. Review of Meeting with Maryanne Bilodeau

PG met with Maryanne Bilodeau, Assistant Town Manager and designated ADA Coordinator for Employment. Topics discussed were:

- a) The Town will pay the fee for Community Access Monitor training and mileage costs for any COD member wishing to attend the training on Wed & Thur, 09-11 and 09-12 in Lowell. Members should submit their application to PG and she will pass them on to Ms. Bilodeau.
- b) Goodnow Library has obtained a wheel chair accessible work table for the Maker Space; it has worked on the entrance door to that space. They report that they have contained the 3D printers in a way that maintains air quality at a safe level. PG procured and passed on related 3D printer safety info from the University of Rochester. Food policy and food allergy safety will soon be a topic for discussion.
- c) Vocational Technical Education (voc-tech ed): PG related to Ms. Bilodeau that families of children entering middle school and in the years beyond need clearer information on Sudbury's status as a non-member to any voc-tech regional school district and what the implications for application and acceptance are. Also, families and students enrolled in voc-tech ed programs have no Town liaison. The Town Manager has oversight of the finances, but the Town provides no educational oversight of nor advocacy for students pursuing or in the voc-tech ed programs.
- d) COD goal and objectives: PG will submit what the COD has approved to the Town Manager and Assistant Town Manager and they will review and advise.
- e) Ms. Bilodeau indicated that the COD will be included in development of the application for a Planning Grant from the MOD.
- f) PG will meet with the Assistant Town Manager on a quarterly basis, at least, and will send written updates on COD activity monthly. PG sees having a "touchstone" in the Town administration as an important element for the COD to fulfill its mission.

8. Town Hall Variance Discussion

PG kindly offered "kudos" to KB for creating a template based on list of proposed variance requests for the Town Hall Renovation Project. The template, a "due diligence" report issued by a third party that assessed deficits in accessibility and safety in the Town Hall presently, and a National Park Service bulletin showing good and poor methods of implementing ADA rules while preserving historic appearance in stairways were distributed. These resources may assist members in forming opinions about the variance requests. A brief review of the historic iterations of Sudbury's Town Meeting House/Town Hall was given. The COD's **NEXT MEETING: Monday, July 29, 10 AM in the Flynn Building, Thompson Room** will be devoted mostly to compiling COD official opinion on each request for variance.

Adjourn

MSV KB moved and DF seconded the motion to adjourn at 12:20 PM.
The motion carried unanimously.

A true copy attest: Kathleen (Kay) F. Bell
Meeting Recorder

August 19, 2019