



Town Clerk Date/Time Stamp

Merrimac Commission on Disability Meeting Minutes

TOWN OF MERRIMAC

Meeting Date: February 15, 2023

Time: 6:30 p.m.

Meeting Location: Hybrid: Merrimac Senior Center, 86 West Main Street, Merrimac, MA and Zoom

Members Present:

Christopher Gaudet, Chairman
Robert Hart, Vice Chairman
Kathleen Sullivan, Secretary
Ann Marie Murphy, Member
Bob Sinibaldi, Member/ADA Compliance Officer
Margaret Sullivan, Member (remote)

Members not Present:

Brienne Walsh, Member
Charlotte Eileen Stepanian, Member

Also Present:

David Vance

Agenda Item No: I

Call to Order

Meeting called to order at 6:35 p.m.

Agenda Item No: II

Approve Agenda

Robert Hart made a motion to accept the agenda for the February 15, 2023 meeting. Margaret Sullivan seconded the motion. Members unanimously accepted the motion. The agenda was accepted.

Agenda Item No: III

Approve Minutes from December 7, 2022 Meeting

Commission on Disabilities members considered the minutes. Robert Hart made a motion to accept the minutes from the December 7, 2022 meeting. Margaret Sullivan seconded the motion. Members unanimously accepted the motion. The minutes from the December 7, 2022 meeting are accepted.

Agenda Item No: IV

Old Business

- 1. Draft Copy Americans with Disabilities Act (ADA) Policies, Procedures, and Practices**

The copy is all online on the ADA webpage. Grievance forms can be filled out online and Robert Sinibaldi, the secretary, and Christopher Gaudet will all get copies. COD members will get inservice set up to let departments know about policies, procedures, and practices. Training could occur at the department head meeting.

- 2. John Guilfoil article on the COD**

To be discussed at a later meeting.

Agenda Items: No. V

- 1. 6:30 p.m. appointment with Cemetery Trustees in response to ADA transition plan response**

Dave Vance represents the Cemetery Trustees. The building at the Locust Grove Cemetery was built in the 1980's and there is no room to expand. Going forward, meetings will be held at the Merrimac Police Station. All documents will be on line and any meetings held at the cemetery will be held outside. In regards to making water spigots accessible, Tom Barry will adapt these in the spring. The entrance to Church Street Cemetery has been fixed. The monument was completed by the town so the Cemetery Trustees have no jurisdiction to make the monument more accessible. In the future, maybe COD could get a grant to fund an ADA accessible pathway. East Main Street is

a state property. Also, no benches are wanted because this is not a park where people hang out. People bring chairs if they need them.

2. \$45,000 Earmark for ADA improvements at Sweetsir and Donaghue Schools Contract

The town received the contract for the Earmark from MOD. Robert Hart made a motion to accept the signed contract. Kathleen Sullivan seconded the motion. Members unanimously accepted the motion.

3. MOD Grant Contract

MOD Grant Contract for \$45,000 for sidewalks on Church Street was reviewed. Funds will be transferred to DPW to procure, manage, and complete the Church Street sidewalk for \$45,000 to be completed by June 30, 2023. Invoice MUST be to the state by 6/30/2023. The \$45,000 grant can only be used for sidewalk construction and curb cuts. It cannot be used for police details, engineering, or other costs.

Ann Murphy made a motion to accept the signed contract and give permission for DPW to spend \$45,000 for sidewalks by June 30, 2023. Robert Hart seconded the motion. Members unanimously accepted the motion.

4. 5 East Main Street

Owner is required to have handrails and to move the push button power door opener to the bottom of the ramp. ADA Coordinator needs to contact the owner to problem solve. COD will revisit it at the next meeting.

5. Bewell Organic Medicine

Christopher Gaudet met with staff yesterday. They are looking to volunteer for projects around town. COD has no volunteer needs at this time.

6. COD Annual Report

Brienne Waslsh will complete the report this year for COD. Christopher Gaudet will share with members next month.

Agenda Item No: VI

Open Discussion

Push button power door openers were installed at Sweetsir and Donaghue Schools. Four openers were at Sweetsir: \$8701.00 and five at Donaghue for \$11,437,00. Kathleen Sullivan made a motion to pay the invoice for the push button power door openers. Robert Hart seconded the motion. Members unanimously accepted the motion.

COD members discussed needs at the schools for the remaining \$25,000 grant remaining. A curb cut and sidewalk is needed at the Donaghue School to make the Donaghue Gym more accessible. Motion sensor faucets were also discussed. Christopher Gaudet will reach out to the school district plumber (Rainman Irrigation). COD also discussed replacing the hinges in the bathrooms at the schools with ADA approved hardware. Accessible tables and hand dryers were also discussed.

Agenda Item No: VII

Adjourn

Next Meeting: April 5, 2023 at 6:30 p.m. Hybrid: Merrimac Senior Center, 86 West Main Street, Merrimac, MA and Zoom

Robert Hart made a motion to adjourn the meeting. Margaret Sullivan seconded the motion. Members unanimously accepted the motion to adjourn the meeting.

Meeting adjourned at 7:48 p.m.

List of Documents and Other Exhibits Used at Meeting:

CODA December 2022 Meeting Minutes

COD meeting agenda February 1, 2023

Photographs of Ramp in question 5 East Main Street (and MOD Comments), Locust Cemetery Water, Locust Cemetery Flagpole, Church Street Cemetery Water.

Cemetery Meeting Posting

Cemetery Response to ADA Transition Plan

FY 23 MOD Municipal ADA Improvement Grant Program-Merrimac

\$45,000 Earmark for Schools

Employee Letter from Town Hall

Minutes respectfully submitted by Kathleen Sullivan, Secretary

Minutes Approved by Committee on:

Chairman Signature:

Vice Chairman Signature:

Secretary Signature: