



Merrimac Commission on Disability Meeting Minutes

TOWN OF MERRIMAC

Meeting Date: November 9, 2022

Time: 6:30 p.m.

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

Members Present:

Christopher Gaudet, Chairman
Kathleen Sullivan, Secretary
Charlotte Eileen Stepanian, Member (remote)
Margaret Sullivan, Member
Brienne Walsh, Member

Members not Present:

Robert Hart, Vice Chairman
Ann Marie Murphy, Member
Bob Sinibaldi, Member/ADA Compliance Officer
Anne Brown, Alternate

Agenda Item No: I

Call to Order

Meeting called to order at 6:41 p.m.

Agenda Item No: II

Approve Agenda

Brienne Walsh made a motion to accept the agenda for the November 9, 2022 meeting. Margaret Sullivan seconded the motion. Members unanimously accepted the motion. The agenda was accepted.

Agenda Item No: III

Approve Minutes from October 5, 2022 Meeting

Commission on Disabilities members considered the minutes. Eileen Stepanian made a motion to accept the minutes from the October 5, 2022 meeting. Margaret Sullivan

seconded the motion. Members unanimously accepted the motion. The minutes from the October 5, 2022 meeting are accepted.

Agenda Item No: IV
Old Business

1. \$45,000 Earmark Request for ADA Improvements at Sweetsir and Donaghue Schools

The contract is signed and was sent in last week so COD is waiting for the funds. The money will be used for push button power door openers at the Sweetsir and Donaghue School. The estimates for ten power door openers is about \$23,000 and electrical work will be approximately \$15,000. COD will be kept up to date as the project progresses.

2. Draft Copy Americans with Disabilities Act (ADA) Policies, Procedures, and Practices

COD has learned that Perkins School and MetroWest Independent Living will translate writing to Braille for residents if requested. Partners and the Massachusetts Commission for the Deaf and Hard of Hearing will provide sign language interpreters if needed. Brienne Walsh made a motion to present the Board of Selectmen with the Town of Merrimac's ADA Policies approved by the Town Counsel for their approval and to enter the ADA Policies into the town's policies. Margaret Sullivan seconded the motion. Members unanimously accepted the motion.

3. John Guilfoil article on COD

The article is being written to be published after the holidays.

4. Proposed 40B Th Flats COD letter to ZBA

Letter was written 10/12/2022 to the Merrimac ZBA regarding accessibility and compliance for the proposed Flats at Merrimac Square 40B project. Brienne made a motion to share the letter with the ZBA. Margaret Sullivan seconded the motion. Members unanimously accepted the motion.

5. MOD Grant

No updates at this time with MOD grant.

Agenda Items: No. V

1. Follow up with Department Heads on ADA transition plan progress

A year has passed since the ADA transition plan was developed. The Sweetsir and Donaghue Schools, The Light Department, The Merrimac Senior Center, and the

Merrimac Police Department have all been working on implementing the plan. COD will reach out to the boards of the Cemetery and Library for their updates.

Agenda Item No: VI
Open Discussion

Merrimac Board of Health Chairperson Christine Berube sent a letter to the Merrimac Board of Selectmen regarding the handicap/side entrance at Merrimac Town Hall. The Board of Health members would like the Board of Selectmen to consider opening the handicap/side entrance during the Town Hall open hours to allow for ease and safety of access to citizens with handicaps. Currently the door is locked at all times and only the front door is unlocked. The Board of Selectmen benched the discussion and there will be a round table meeting with Christine Berube, Christopher Gaudet, Christopher Manni, and Robert Sinibaldi.

The Commission on Disabilities was NOT informed that a new “Cal Ripkin Jr.” baseball field was proposed for installation at the corner of Union Street and Locust Street. The new baseball field is not ADA compliant. COD needs to connect with Merrimac Baseball president to review plans to ensure the project is ADA compliant.

Agenda Item No: VII
Adjourn

Next Meeting: December 7, 2022 at 6:30 p.m.

Kathleen Sullivan made a motion to adjourn the meeting. Margaret Sullivan seconded the motion. Members unanimously accepted the motion to adjourn the meeting. Meeting adjourned at 7:45 p.m.

List of Documents and Other Exhibits Used at Meeting:

COD October 2022 Meeting Minutes

November 2022 Meeting Agenda

Sweetsir and Donaghue School ADA plans

Town of Merrimac Contractor List

MCDHH Rate Lists

MCDHH Contract User Guide

Partners Interpreting Service Agreement

Letter to 40B

Town of Merrimac Employee Reasonable Request Form

Town of Merrimac Resident ADA Reasonable Accommodation Request Form

Short Form ADA Policies 8/23/2022

Town of Merrimac ADA Grievance Form

Minutes respectfully submitted by Kathleen Sullivan, Secretary

Minutes Approved by Committee on:

Chairman Signature:

Vice Chairman Signature:

Secretary Signature: