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## Merrimac Commission on Disability Meeting Minutes

# TOWN OF MERRIMAC

Meeting Date: November 4, 2020

Time: 6:30 p.m.

Meeting Location: Remote Meeting via [global.gotomeeting.com](https://global.gotomeeting.com)

### Members Present:

Christopher Gaudet, Chairman  
Robert Hart, Vice Chairman  
John Joseph Murphy, Treasurer  
Kathleen Sullivan, Secretary  
Ann Marie Murphy, Member  
Margaret Sullivan, Member  
Charlotte Eileen Stepanian, Member

### Members not Present:

Bob Sinibaldi, Member/ADA Compliance Officer  
Anne Brown, Member  
Jeffrey MacLeod, Alternate

Also Present: Brienne Walsh, Merrimac Senior Center Director

### Agenda Item No: 1

### Call to Order

Meeting called to order at 6:30 p.m.

Robert Hart made a motion to accept the agenda for the October 7, 2020 meeting. John Murphy seconded the motion. Members unanimously accepted the motion. The agenda was accepted.

**Agenda Item No: 2**

**Approve Minutes October 7, 2020 Meeting**

Commission on Disabilities members considered the minutes. Christopher Gaudet made a correction to delete the 11/1/2020 date under item 3. John Murphy made a motion to accept the minutes. Robert Hart seconded the motion. Members unanimously accepted the motion. The minutes from the October 7, 2020 meeting are accepted.

**Agenda Item No: 3**

**ADA Transition Plan**

On 11/17/2020, COD members are invited to participate in the Voluntary Pre-Bid virtual meeting and information session. COD members will be available to answer questions from prospective bidders regarding the ADA Transition Plan. Christopher Gaudet will post the meeting and e-mail COD members who are available to participate. Robert Hart, Christopher Gaudet, Margaret Sullivan, John Murphy and Ann Marie Murphy volunteered to participate.

Other scheduled virtual meeting times:

11/23/2020 4:00 p.m.: Proposals shall be submitted virtually at [www.Projectdog.com](http://www.Projectdog.com).

11/24/2020: 6:30 COD virtual meeting to review the proposals

12/1/2020: 6:30 COD virtual meeting to determine which proposals to recommend for interviews to the Board of Selectmen.

12/7/2020: Recommendation of short list to Board of Selectmen

12/8/2020: Notification sent to respondents selected for interviews

12/14/2020 3:00 p.m.: Interviews

12/21/2020: Recommendation of selected candidate to the Board of Selectmen

12/22/2020: Selected candidate notified.

**Agenda Item No: 4**

**ADA Transition Plan Legal Notice in Newburyport Daily New Invoice**

The ADA Transition Plan Legal Notice cost \$225.25 to publish in the Newburyport Daily News.

Project Dog invoice is \$550.00.

**Robert Hart** made a motion to authorize payment for the legal notice and Project Dog invoice. Margaret Sullivan seconded the motion. Members unanimously accepted the motion. The invoices will be paid.

**Agenda Item No: 5**  
**Handicap Parking Fine By-Law Update**

The Handicap Parking Fine By-Law was approved at the recent Town Meeting. The fine for a violation will be \$150.00. Monies from the fines will be deposited into the COD account.

**Agenda Item No: 6**  
**Post Office Push-Button Power Door Openers**

Christopher Gudet continues to contact Joana Rossi, trustee for Waterhouse Realty via e-mail with no response. Christopher Gaudet or Robert Sinibaldi will invite Ms. Rossi to a meeting.

**Agenda Item No: 7**  
**MOD Grant Update**

No updates, COD is still waiting on information.

**Agenda Item No: 8**  
**Sidewalk Budget**

The town will most likely be in a financial crunch during the next year due to COVID but the COD needs to think about starting to replace sidewalks and curb cuts in Merrimac because they are not up to code. The COD will request \$45,000.00 in a revolving account to begin to bring sidewalks up to code so they are in compliance with ADA. The COD will work with the DPW to prioritize which sidewalks will be replaced first. If the town is working with the COD to replace sidewalks and curb cuts, ADA complaints might be minimized.

Margaret Sullivan made a motion for the Merrimac COD to request \$45,000.00 in a revolving account from the town and work in conjunction with the DPW to determine which sidewalks and curb cuts to replace and be brought up to ADA compliance and code. Robert Hart seconded the motion. Members unanimously accepted the motion.

**Old Business:**

Ramp grant for social distancing at Town Hall is being worked on.

**Open Discussion**

Brienne Walsh is excited to work with the COD. All agree that it is positive to have a working relationship between COD, COA, and Senior Center to share experience, support, and expertise.

**Agenda Item No: 9**

**Adjourn**

Next Meeting: December 1, 2020 (NOTE DAY CHANGE) at 6:30 REMOTELY on GoTo Meeting.

Margaret Sullivan made a motion to adjourn the meeting. John Murphy seconded the motion. Members unanimously accepted the motion to adjourn the meeting.

Meeting adjourned at 7:15 p.m.

List of Documents and Other Exhibits Used at Meeting:

ADA Transition Plan Contract

ADA Transition Plan Legal Notice

Minutes respectfully submitted by Kathleen Sullivan, Secretary

Minutes Approved by Committee on:

Chairman Signature:

Vice Chairman Signature:

Secretary Signature: