



Town Clerk Date/Time Stamp

## Merrimac Commission on Disability Meeting Minutes

# TOWN OF MERRIMAC

Meeting Date: December 1, 2021

Time: 6:30 p.m.

Meeting Location: Merrimac Public Library, 86 West Main Street, Merrimac, MA

### Members Present:

Christopher Gaudet, Chairman  
Robert Hart, Vice Chairman  
John Joseph Murphy, Treasurer  
Kathleen Sullivan, Secretary  
Ann Marie Murphy, Member  
Margaret Sullivan, Member  
Brienne Walsh, Member

### Members not Present:

Charlotte Eileen Stepanian, Member  
Bob Sinibaldi, Member/ADA Compliance Officer  
Anne Brown, Alternate

### Agenda Item No: 1

#### Call to Order

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

### Agenda Item No: 2

#### Approve Agenda

Robert Hart made a motion to accept the agenda for the September 1, 2021 meeting. Margaret Sullivan seconded the motion. Members unanimously accepted the motion.

**Agenda Item No: 3**

**Approve Minutes from October 6, 2021 Meeting**

Commission on Disabilities members considered the minutes.

John Murphy made a motion to accept the minutes from the October 6, 2021 meeting. Robert Hart seconded the motion. Members unanimously accepted the motion. The minutes from the October 6, 2021 meeting are accepted.

**Agenda Item No: 4**

**Approve Minutes from October 20, 2021 Meeting**

Commission on Disabilities members considered the minutes.

John Murphy made a motion to accept the minutes from the October 20, 2021 meeting. Robert Hart seconded the motion. Members unanimously accepted the motion. The minutes from the October 20, 2021 meeting are accepted.

**Agenda Item No: 5**

**ADA Self-Evaluation/Transition Plan Update**

The ADA Self-Evaluation/Transition Plan was approved by the Merrimac Board of Selectmen after two meetings. David West from IDHC attended the second meeting. His presence was helpful because the town BOS was hesitant to approve the plan in spite of the positive impact it will have for the town. The plan helps protect the town if there is a legal issue. The MAAB and the MOD requested copies of the plan. Christopher Gaudet will share the final documents and reach out to all the entities in town to inform them about the plan. In addition, the final copy of the plan will be posted on the Merrimac Town website and the COD website.

Kathleen Sullivan made a motion to have the COD chairman Christopher Gaudet reach out to all town departments and entities to share and review the transition plan. Margaret Sullivan seconded the motion. Members unanimously accepted the motion.

**Agenda Item No: 6**

**Commission on Disabilities Participation on Projects Shared Streets Grant Update/Grant Extension, Invoices**

Shared Streets Grant funding has been extended until June 30, 2022. Projects are all complete with the exception of the sidewalks and crosswalks. 62,104.75 is the balance. 66,895.25 has been spent. \$45,000.00 Earmark is available. Therefore \$107,104.75 is left in the grant ( \$45,000.00 and \$62,104.75) for the DPW Director to use to install sidewalks and curb cuts. DPW Director will go through the procurement process and manage the COD project. DPW Director has an updated letter from EJ Paving that states they will honor the contract until Spring 2022. COD considered four invoices for street markings, mural, rapid flashing beacon lights, and street signage.

Brienne Walsh made a motion to pay invoices. Robert Hart seconded the motion. Members unanimously accepted the motion.

**Agenda Item No: 7**

**DPW Director Robert Sinibaldi Request for COD to Pay Invoice**

COD members reviewed an email from DPW Director Robert Sinibaldi. He requested that the COD pay for police details needed during the work paid for by the Shared Streets Grant. Unfortunately, the grant guidelines do not include the payment for police details. Margaret Sullivan made a motion to deny the request for detail funding. Kathleen Sullivan seconded the motion. Members unanimously accepted the motion.

**Agenda Item No: 8**

**\$107,105.00 Grant/Earmark Funds for Sidewalks/Curb Cuts on Church Street  
Update from DPW Director Robert Sinibaldi**

See Agenda Item #6 for update.

**Agenda Item No: 9**

**Grant Request to Rep. Mirra and Senator DiZoglio**

COD has received previous grants for the ramp and power door openers. Members discussed requesting additional funds for other needs. The schools could use two power door openers at the front doors at each school and additional power door openers for two bathroom doors at each school. Christopher Gaudet will complete a grant request for \$45,000 for the school projects.

Robert Hart made a motion to move forward with the grant request. Margaret Sullivan seconded the motion. Members unanimously accepted the motion.

**Agenda Item No: 10**

**Discuss Meeting Time**

COD meeting time will now be 6:30. John Murphy made a motion to change the time from 7:00 to 6:30. Robert Hart seconded the motion. Members unanimously accepted the motion.

**Open Discussion**

The Open Space Committee reached out to see if the COD would be interested in working together to apply for a grant to upgrade the trails in town. The Open Space Committee would be able to utilize the COD gift account for donations. The grant requires 50% matching funds. Kathleen Sullivan made a motion to have the COD team with the Open Space Committee to explore procuring a grant to improve trails in town. Brienne Walsh seconded the motion. Members unanimously accepted the motion.

Brienne Walsh sent Christopher Gaudet a grant opportunity for \$10,000 that would need to be completed by December 6, 2021. The grant is for transportation and mobility purposes. Brienne suggested maybe applying for the grant to construct an accessible bus hut near Merri Village. Christopher Gaudet will explore the application process. Ann Marie Murphy made a motion to have COD explore the grant application. Margaret Sullivan seconded the motion. Members unanimously accepted the motion.

Because the COD is not meeting again until February, Robert Hat made a motion to have Christopher Gaudet accept the \$40,000 grant from MOD on the COD's behalf and to present the funds to the BOS for approval and for the funds to be issued by the DPW for Church Street sidewalks and curb cuts. Margaret Sullivan seconded the motion, Members unanimously accepted the motion.

**Agenda Item No: 11**

**Adjourn**

Next Meeting: February 2, 2022 at 6:30 p.m. at the Merrimac Public Library  
Kathleen Sullivan made a motion to adjourn the meeting. Ann Marie Murphy seconded the motion. Members unanimously accepted the motion to adjourn the meeting. Meeting adjourned at 7:46 p.m.

**List of Documents and Other Exhibits Used at Meeting:**

Shared Streets Grants Church Street invoice update  
11/30/2021 Letter from EJ Paving  
EJ Paving Commercial Proposal  
2022 Masstrails Grants Brochure  
Open Space Committee Agenda 11/23/2021  
Invoices from Steve Merritt, Electric Light Company, Neighborways Design, CPC  
Emails from Mass DOT Shared Streets Grant

Minutes respectfully submitted by Kathleen Sullivan, Secretary

Minutes Approved by Committee on:

Chairman Signature:

Vice Chairman Signature:

Secretary Signature: