



Town Clerk Date/Time Stamp

Merrimac Commission on Disability Meeting Minutes

TOWN OF MERRIMAC

Meeting Date: December 14, 2020

Time: 3:00 p.m.

Meeting Location: Remote Meeting via global.gotomeeting.com

Members Present:

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

Members not Present:

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

Also Present: Brienne Walsh, Merrimac Senior Center Director

Agenda Item No: 1
Call to Order

Meeting called to order at 3:00 p.m.

Robert Hart made a motion to accept the agenda for the December 14, 2020 meeting. Eileen Stepanian seconded the motion. Members unanimously accepted the motion. The agenda was accepted.

Agenda Item No: 2
Approve Minutes November 24, 2020 Meeting

Commission on Disabilities members considered the minutes. Robert Hart made a motion to accept the minutes from the November 17, 2020 pre-bid meeting. John Murphy seconded the motion. Members unanimously accepted the motion. The minutes from the November 17, 2020 meeting are accepted.

Agenda Item No: 3
Interview Candidates for ADA Self Evaluation Plan/Transition Plan

Commission on Disability members interviewed representatives from WT Group LLC Accessibility Practice, Disabilities Access Consultants LLC, and Institute for Human Centered Design. After a lengthy interview and discussion process, Jack Murphy made a motion to offer the contract for the Merrimac ADA Self Evaluation Plan/Transition Plan to Institute for Human Centered Design. Costs include Base Bid: \$30,137.00, Alternate A Town Owned Sidewalks: \$7,524.00, Alternate B New Police Station: \$466.00. Total Contract: \$38,127.00. The Commission on Disability selected Institute for Human Centered Design because they are the best candidate for the needs of the town of Merrimac. Robert Hart seconded motion. Members unanimously accepted the motion. Christopher Gaudet will inform the Institute for Human Centered Design that they have been awarded the contract. The recommendation will be shared with the Board of Selectmen for approval and the contract will be reviewed by town counsel.

Other Business:

The Shared Streets Grant for \$6200.00 was discussed. \$4200.00 of the grant money was used to fund the ramp at Merrimac Town Hall. \$2000.00 remains in the grant. The Commission on Disabilities members discussed using the remaining grant money to fund a tent needed by the Merrimac Senior Center. Kathleen Sullivan made a motion to use the \$2000.00 to fund the tent for the Senior Center. John Murphy seconded the motion. Members unanimously accepted the motion.

Agenda Item No: 4
Adjourn

Next Meeting: January 6, 2021 at 6:30 REMOTELY on GoTo Meeting.

Eileen Stepanian made a motion to adjourn the meeting. Rober Hart seconded the motion. Members unanimously accepted the motion to adjourn the meeting.

Meeting adjourned at 4:56 p.m.

List of Documents and Other Exhibits Used at Meeting:

Exhibit E Technical Comparative Evaluation Form

Proposals from: Institute for Human Centered Design, WT Group, Disability Access Consultants

Minutes respectfully submitted by Kathleen Sullivan, Secretary

Minutes Approved by Committee on:

Chairman Signature:

Vice Chairman Signature:

Secretary Signature: