



Town Clerk Date/Time Stamp

## Merrimac Commission on Disability Meeting Minutes

# TOWN OF MERRIMAC

Meeting Date: February 2, 2022

Time: 6:30 p.m.

Meeting Location: Virtual Meeting Through Zoom

**Members Present:**

Christopher Gaudet, Chairman  
Robert Hart, Vice Chairman  
John Joseph Murphy, Treasurer  
Kathleen Sullivan, Secretary  
Ann Marie Murphy, Member  
Charlotte Eileen Stepanian, Member  
Bob Sinibaldi, Member/ADA Compliance Officer  
Margaret Sullivan, Member  
Brienne Walsh, Member

Members not Present: Anne Brown, Alternate

**Agenda Item No: I**

**Call to Order**

Meeting called to order at 6:32 p.m.

**Agenda Item No: II**

**Approve Agenda**

Kathleen Sullivan made a motion to accept the agenda for the February 2, 2022 meeting. Margaret Sullivan seconded the motion. Members unanimously accepted the motion. The agenda was accepted.

**Agenda Item No: III**

**Approve Minutes from December 1, 2021 Meeting**

Commission on Disabilities members considered the minutes with corrected dollar amounts on Item 6. Margaret Sullivan made a motion to accept the amended minutes from the December 1, 2021 meeting. Brienne Walsh seconded the motion. Members unanimously accepted the motion. The minutes from the December 1, 2021 meeting are accepted.

**Agenda Item No: IV**

**Old Business**

1. Shared Streets Grant for Church Street Improvements: Improvements will be completed this spring.
2. \$45,000 Earmark for Church Street Sidewalk Improvements: Improvements will be completed this spring.
3. \$45,000 Earmark request for ADA Improvements at Sweetsir and Donaghue Schools: Chis Gaudet sent a request for an update on the grant status to Representative Lenny Mirra and Senator Diana DiZoglio. They will keep the COD updated regarding the status of the grant.
4. \$40,000 Massachusetts Office on Disabilities Grant Update: For the fourth year Merrimac was denied the grant. Jeffrey Dougan reached out to Christopher Gaudet and offered to attend a meeting to talk about grant procurement.
5. Send Copy of the ADA Transition Plan to Jeffrey Dougan at Massachusetts Office on Disabilities and William Joyce at Massachusetts Architectural Access Board per Their Request: Christopher Gaudet sent the copy last week.
6. \$45,000 FY23 Special Article request for Sidewalk Improvements: Christopher Gaudet met with the Finance Committee and the COD is hopeful that funds will be allocated.

**Agenda Item No: V**

**Agenda Items**

1. **IHCD \$31,776 Final Invoice for ADA Transition Plan: Final invoice is due.** Robert Hart made a motion to pay the invoice. Brienne Walsh seconded the motion. Members unanimously accepted the motion.
2. **Business Cards Donated from Anne Jim to the COD Value \$5.36.** Anne Jim donated business cards to the Commission on Disabilities. Robert Hart made a motion to accept the donation. Robert Sinibaldi seconded the motion. Members unanimously accepted the motion.
3. **Approval From Sean Cronin to apply balance of ADA transition plan grant to website ADA compliant software if needed.** Christopher talked with Alyssa who manages the Town of Merrimac website. The town website provider, Civic Plus, recommends subscribing to a service called AudioEye to enhance the town website and make it accessible to people with hearing and vision disabilities. There is a \$97.75 balance left from the ADA transition plan grant. Sean Cronin approved the request to use the balance toward the subscription fee. Ann Murphy made a motion to use the \$97.75 balance towards the subscription fee. Robert Hart seconded the motion. Members unanimously accepted the motion.

**Agenda Item No: VI**  
**Open Discussion**

CONGRATULATIONS TO EILEEN STEPANIAN, GRAND MARSHALL of the 2021 MERRIMAC SANTA PARADE!

Also, thanks to Carol Traynor from Cable Access for setting up the Zoom link for tonight's meeting. So appreciated!

**Agenda Item No: VI**  
**Adjourn**

Next Meeting: March 2, 2022 Remotely due to COVID at 6:30 p.m.

Brienne Walsh made a motion to adjourn the meeting. Robert Hart seconded the motion. Members unanimously accepted the motion to adjourn the meeting.

Meeting adjourned at 6:45 p.m.

List of Documents and Other Exhibits Used at Meeting:  
Final Copy of Town Of Merrimac Transition Plan  
Final Invoice from IHCD

Email from Sean Cronin

Minutes respectfully submitted by Kathleen Sullivan, Secretary

Minutes Approved by Committee on:

Chairman Signature:

Vice Chairman Signature:

Secretary Signature: