



Town Clerk Date/Time Stamp

Merrimac Commission on Disability Meeting Minutes

TOWN OF MERRIMAC

Meeting Date: July 31, 2019

Time: 6:30 p.m.

Meeting Location: Sargent Meeting Room at Merrimac Town Hall, 2 School Street,
Merrimac, MA 01860

Members and Staff Present:

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

Gwen Lay Sabbagh, Merrimac Town Clerk

Members Not Present: N/A

Agenda Item No: 1

Gwen Lay Sabbagh (Merrimac Town Clerk) swore members in and reviewed Open Meeting Regulations.

Agenda Item No: 2

The Commission elected officers. The following were unanimously elected:

Christopher Gaudet, Chairperson
Robert Hart, Vice Chairperson
John Joseph Murphy, Treasurer
Kathleen Sullivan, Secretary

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19 OCT 3 AM 9:35

Agenda Item No: 3

Proposed By-Laws were considered by committee members. Charlotte Eileen Stepanian made a motion to make the following changes:

Article II #2: Change from "Coordinate the activities...." to "Coordinate with the activities of other local groups..."

Article II #5: Change from Monitor to monitor.

Article IV #4 part c-3: Change from "14 prior..." to "14 days prior..."

Robert Sinibaldi made a motion to accept the By-Laws with the above corrections and reminded the committee that By-Laws are up for revision periodically. Robert Hart seconded the motion. The By-Laws were unanimously accepted.

The By-Laws will be given to the legal team for review and then formally accepted by the Commission members and Selectmen. The By-Laws will be formally adopted at Town Meeting in October, 2019.

Open Discussion

Christopher Gaudet informed the Commission that The Massachusetts Office on Disability Assistant Director for Community Services Jeffrey Dougan requested a Point of Contact for the Merrimac Commission on Disabilities for the Massachusetts Commission on Disabilities. Robert Sinibaldi volunteered to be the contact person. Chis will submit the contact information to Jeffrey Dougan.

Christopher Gaudet will share information via e-mail regarding upcoming meetings held at the Office of Disabilities in Boston in case members would like to participate.

Meetings of the Merrimac Commission on Disability will be held at 6:30 p.m. on the first Wednesday of the month beginning in September. All meetings are open to the public and will be held at Town Hall, 2 School Street, Merrimac, MA.

Margaret Sullivan suggested that when members communicate via e-mail, they should include the word Commission in the subject line to clarify the content.

Jack Murphy asked how the Commission can begin obtaining funds. Christopher Gaudet and Robert Sinibaldi outlined plans for grants which could be available for a ramp into Town Hall and more curb cuts for the sidewalks in town. Grants can also be obtained to help cover the costs of items such as braille signs and power-push door openers. Robert Sinibaldi discussed plans in progress for Complete Street Grants to upgrade sidewalks and crosswalks in town from the Donaghue School to the Merrimac Public Library. Robert Sinibaldi updated the Commission members on the progress at the new playground. It will be fully ADA compliant once the construction is complete.

Charlotte Eileen Stepanian commented that the Handicapped Parking at Merrimac Town Hall is not easy to use and is not van accessible.

Robert Hart questioned whether the Commission on Disabilities would be helping individuals in town with procuring needed equipment. Ann Marie Murphy explained that the Merrimac Senior Center can coordinate donations such as hospital beds and wheelchairs.

Christopher Gaudet explained that on the first Wednesday of each month at 12:00 noon, the Massachusetts Commission on Disabilities Alliance holds a conference call for representatives from Massachusetts town and city Commissions on Disabilities to discuss current issues. Anne Brown volunteered to participate in the monthly conference call on behalf of the Merrimac Commission on Disabilities.

Next Meeting: September 4, 2019 at 6:30 at Merrimac Town Hall, 2 School Street, Merrimac, MA 01860

Robert Sinibaldi made a motion to adjourn the meeting. Margaret Sullivan seconded the motion. Adjournment was unanimously accepted.



Meeting adjourned at 7:20 p.m.

List of Documents and Other Exhibits Used at Meeting:

- Town of Merrimac: A Guide to Posting Meetings, Agendas & Minutes
- Commonwealth of Massachusetts: Open Meeting Law Guide
- Draft: Merrimac Commission on Disability By-Laws

Minutes respectfully submitted by Kathleen Sullivan, Secretary

Minutes Approved by Committee on: 9-4-2019

Chairman Signature: 
Vice Chairman Signature: 
Secretary Signature:



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Merrimac Commission on Disability Meeting Minutes

TOWN OF MERRIMAC

Meeting Date: September 4, 2019

Time: 6:30 p.m.

Meeting Location: Sargent Meeting Room at Merrimac Town Hall, 2 School Street, Merrimac, MA 01860

Members and Staff Present:

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

Members Not Present: Robert Sinibaldi, Member/ADA Compliance Officer

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

Agenda Item No: 1

Approve minutes from COD meeting on July 31, 2019:

Minutes from the July 31, 2019 meeting were approved unanimously with the following changes: Change names to full names. Indicate that the Commission members unanimously approved motions made during the meeting.

Agenda Item No: 2

COD Meeting Location:

Christopher Gaudet proposed changing the location of the monthly Commission on Disability Meetings. The meeting room in Town Hall is difficult to access. The Merrimac

Senior Center or The Merrimac Public Library have meeting rooms on the ground floor and more parking which makes them easier to access. The Senior Center is not available on meeting dates and tends to be busier than the library. The library is available on the Commission on Disability meeting dates. Margaret Sullivan made a motion to change the Commission on Disability meeting location to the Merrimac Public Library, 86 West Main Street, Merrimac, MA 01860 beginning in October 2019. Meetings will still be held on the first Wednesday of every month. John Joseph Murphy seconded the motion. Members unanimously accepted the motion. Beginning on October 2, 2019, Merrimac Commission on Disability meetings will be held at Merrimac Public Library, 86 West Main Street, Merrimac, MA 01860

Agenda Item No: 3

Anne Brown CODA Update:

Anne was unable to attend the conference call but was able to obtain information from the facilitator. The agenda focused on a ballot initiative in process regarding the cessation of electric shock treatment for people with disabilities.

Agenda Item No: 4

COD Webpage:

Christopher Gaudet shared that there is no information available regarding the web page yet. Margaret Sullivan will contact Alyssa Mades at Merrimac Town Offices to have her set up a web page for the Merrimac Commission on Disability. When the web page is set up, it may include links to resources pertinent to disabilities. The Commission on Disability members setting up the web page may consult high school students wanting community service hours for assistance. The team unanimously agreed to have Margaret Sullivan begin to explore the process of setting up the Commission on Disability web page.

Agenda Item No: 5

COD Mission Statement:

Christopher Gaudet proposed that the Commission on Disability needs a Mission Statement for the web page. Anne Brown will research Mission Statements from other Commissions on Disability in the area and share with the Commission at the next meeting.

Agenda Item No: 6

Grant Ramp at Town Hall:

Christopher Gaudet informed the Commission that a grant could be available for approximately \$80,000 to install a ramp at Town Hall. Kathleen Sullivan made a motion to apply for the grant and Margaret Sullivan seconded the motion. Members unanimously accepted the motion. The application will be made by Robert Sinibaldi for a grant in the amount of approximately \$80,000 for the ramp at Town Hall.

Agenda Item No: 7

Grant Push Button Power Door Openers:

Christopher Gaudet explained that the town needs twelve push button power door openers at a cost of \$48,000 to make public buildings more accessible. The commission members discussed waiting to apply for the grant for the push button power door openers because the need for the ramp at Town Hall is more expensive and necessary. Applying for a lesser amount may jeopardize the ramp grant. Margaret Sullivan made a motion to not apply for the grant for push button power door openers at this time. Ann Marie Murphy seconded the motion. Members unanimously accepted the motion. The grant for push button power door openers will not be applied for at this time.

Agenda Item No: 8

Post Office Push Button Power Door Openers:

Christopher Gaudet proposed reaching out to the Post Master at the Merrimac Post Office to see if they can install push button power door openers. Christopher will ask how we can assist them in the process of getting the push button power door openers installed. Kathleen Sullivan seconded the motion. Members unanimously accepted the motion. The Commission on Disability gives Christopher Gaudet permission to approach the Post Master to talk about push button power door openers.

Old Business:

By-Laws:

The Commission on Disability continues to wait for a draft and approval of the recently proposed By-Laws from K.P. Law Offices. Once the By-Laws draft and approval are received, the Commission on Disability will hold a special meeting to consider and vote on the By-Laws.

Open Discussion

Christopher Gaudet reminded Commission members that there are differences between the terms "ADA Compliance", "Wheel Chair Accessible", and "Reasonable Accommodations." Public buildings that are ADA compliant are not always wheel chair accessible.

The new police station will be ADA compliant and Wheel Chair Accessible.

John Joseph Murphy shared that he will get information pertaining to possible grants from Massachusetts Community Health and Healthy Aging Funds. The grants may be more pertinent to the Council on Aging but he will get information for the next meeting.

Commission on Disability members will e-mail Christopher Gaudet with agenda items. The Commission is a team and all members are invited to be involved.

Next Meeting: October 2, 2019 at 6:30 at Merrimac Public Library, 86 West Main Street, Merrimac, MA 01860.

Christopher Gaudet made a motion to adjourn the meeting. Ann Marie Murphy seconded the motion. Members unanimously accepted the motion.

Meeting adjourned at 7:36 p.m.

List of Documents and Other Exhibits Used at Meeting:

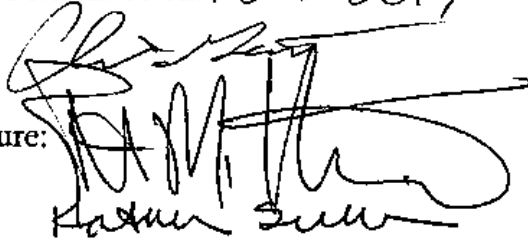
Minutes respectfully submitted by Kathleen Sullivan, Secretary

Minutes Approved by Committee on: 10-2-2019

Chairman Signature:

Vice Chairman Signature:

Secretary Signature:

The image shows three handwritten signatures in black ink. The top signature is for the Chairman, the middle one is for the Vice Chairman, and the bottom one is for the Secretary. The signatures are written over the printed labels for each role.



Town Clerk Date/Time Stamp

Merrimac Commission on Disability Meeting Minutes

TOWN OF MERRIMAC

Meeting Date: September 19, 2019

Time: 6:30 p.m.

Meeting Location: Meeting Room, Merrimac Public Library, 86 West Main Street, Merrimac, MA 01860

Members Present:

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

Members Not Present:

Ann Marie Murphy, Member
Anne Brown, Member

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

Robert Sinibaldi made a motion to accept the agenda, John Joseph Murphy seconded the motions. Members unanimously accepted the motion. Agenda was accepted.

Agenda Item No: 1

Vote on COD Bylaws:

Commission on Disability members considered the Proposed By-Law and Warrant Article. Members discussed how many members should be on the Merrimac Commission on Disability. There needs to be an odd number of members. Margaret Sullivan made a motion that the Commission on Disability be comprised of between 5 and 13 members.

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John Joseph Murphy seconded the motion. Members unanimously accepted the motion. Kathleen Sullivan made a motion to accept the Commission on Disability By-Laws with the change. John Joseph Murphy seconded the motion. Members unanimously accepted the motion. Commission on Disability By-Laws were accepted.

Next Meeting: October 2 at 6:30 p.m. at Merrimac Public Library, 86 West Main Street, Merrimac, MA 01860. Robert Sinibaldi made a motion to adjourn the meeting. Margaret Sullivan seconded the motion. Members unanimously accepted the motion.


Meeting adjourned at 6:34 p.m.

List of Documents and Other Exhibits Used at Meeting:

Merrimac Commission on Disability Proposed By-Law and Warrant Article

Minutes respectfully submitted by Kathleen Sullivan, Secretary

Minutes Approved by Committee on: 10-2-2019

Chairman Signature: 

Vice Chairman Signature: 

Secretary Signature: 