



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.

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:

Chairman Signature:

Vice Chairman Signature:

Secretary Signature:



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Time: 6:30 p.m.

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

Members Present:

Christopher Gaudet, Chairman
Robert Hart, Vice Chairman
Kathleen Sullivan, Secretary
Charlotte Eileen Stepanian, Member
Anne Brown, Member
Margaret Sullivan, Member

Members not Present:

John Joseph Murphy, Treasurer
Ann Marie Murphy, Member
Robert Sinibaldi, Member/ADA Compliance Officer

Agenda Item No: 1

Call to Order

Meeting called to order at 6:32 p.m. Anne Brown made a motion to accept the agenda for the October 2, 2019 meeting. Kathleen Sullivan seconded the motion. Members unanimously accepted the motion. The agenda was accepted.

Agenda Item No: 2

Approve Minutes September 4, 2019 Meeting

Commission on Disabilities members considered the minutes from the September 4, 2019 meeting. Margaret Sullivan made a motion to accept the minutes. Robert Hart seconded the motion. Members unanimously accepted the motion. The minutes from the September 4, 2019 meeting were accepted.

Agenda Item No: 3

Approve Minutes September 19, 2019 Special Meeting:

Commission on Disabilities members considered the minutes from the September 19, 2019 Special Meeting. Kathleen Sullivan made a motion to accept the minutes. Margaret Sullivan seconded the motion. Members unanimously accepted the motion. The minutes from the September 19, 2019 Special Meeting were accepted.

Agenda Item No: 4

CODA Conference Call Update- Anne Brown

Anne Brown updated members with recent news (see attached) from the Commission on Disabilities Alliance monthly conference call. No actions were needed.

Agenda Item No: 5

COD Mission Statement-Anne Brown

A variety of mission statements were shared with members. Anne Brown will forward the following statement to commission members for review and possible editing:

1. **Guiding Principles:** Disability is a natural part of the human experience. The Commission on Disabilities operates on the premise that all people with disabilities are entitled to the opportunity to participate fully in society. We strive to ensure that all people live with justice, equity, freedom, dignity, privacy, economic self-sufficiency, and mental and physical health and well-being. We will listen respectfully and advocate when appropriate. (Revere)
2. **Mission Statement:** The mission statement for the Commission on Disability Issues is to serve the town in an advisory capacity, to identify the needs of the community under the ADA Civil Rights Law, and to monitor initiatives generated by this committee to see that results are achieved. We continue to work to bring accessibility to both town-owned and private facilities in our community. (North Andover)
3. **Mission Statement:**
We are a commission, all appointed by the mayor, who volunteer our time and skills to represent and ensure equal treatment for the disabled citizens of our community. We educate people on the Americans with Disabilities Act of 1990 (ADA), as well as state regulations related to persons with disabilities. We advocate in critical areas such as:
 - Housing,
 - Employment,
 - Education,
 - Transportation,
 - Voting,
 - Communication,
 - Health services,
 - Public accommodations, and

- Access to programs, services, and facilities that are available. (Haverhill)

The Merrimac Commission on Disability Mission Statement will be discussed and adopted at the November 6, 2019 meeting. Margaret Sullivan made a motion to continue this agenda item. Kathleen Sullivan seconded the motion. Members unanimously accepted. Agenda item will be continued at the next meeting.

Agenda Item No: 6

COD Webpage-Margaret Sullivan

Margaret Sullivan explored setting up the Commission on Disability Web Page. The Merrimac Commission on Disability Web Site will be presented at the November 6, 2019 meeting. Anne Brown made a motion to continue this agenda item. Kathleen Sullivan seconded the motion. Members unanimously accepted. Agenda item will be continued at the next meeting.

Agenda Item No: 7

Grant Update-Ramp-Robert Sinibaldi

Anne Brown made a motion to continue this agenda item. Margaret Sullivan seconded the motion. Members unanimously accepted. Agenda item will be continued at the next meeting.

Agenda Item No: 8

Post Office Doors Update-Christopher Gaudet

Christopher Gaudet reported that he reached out to the Merrimac Postmaster regarding the installation of power door openers. The Postmaster was not able to commit resources for the installation of the power door openers. Christopher Gaudet contacted Massachusetts State Senator Diana DiZoglio, Lauren LeBlanc, and Mario Damiani, Compliance Specialist, Compliance and Enforcement Section, Office of the General Counsel, United States Access Board in Washington, D.C. Damiani will reach out to the Merrimac Post Office regarding the power door openers and notify Christopher Gaudet regarding progress. Margaret Sullivan made a motion to continue this agenda item. Kathleen Sullivan seconded the motion. Members unanimously accepted. Agenda item will be continued at the next meeting.

Agenda Item No: 9

Budget

The Commission discussed the need for a budget. Christopher Gaudet reminded the Commission that according to Massachusetts General Law, Part 1, Title VII, Chapter 40, Section 22G: "Any city or town which has accepted the provisions of section eight J is hereby authorized to allocate all funds received from fines assessed for violations of handicap parking in said city or town to the commission on disabilities". Also, the Commission can receive grants and donations to add to the budget. The Commission would like to limit the amount of

funding received from the Town of Merrimac. Robert Hart made a motion to continue this agenda item. Kathleen Sullivan seconded the motion. Members unanimously accepted. Agenda item will be continued at the next meeting.

Open Discussion:

Christopher Gaudet met with the Friends of Merrimac Council on Aging regarding the installation of power door openers at the Merrimac Senior Center. The Friends of the Council on Aging will fund the installation of the power door openers at the Merrimac Senior Center. Christopher Gaudet will also meet with the Friends of the Merrimac Library to discuss installing power door openers at the Merrimac Public Library. Christopher Gaudet will also begin attending Planning Board meetings.

Agenda Item No: 10

Adjourn

Next Meeting: November 6, 2019 at 6:30 at the Meeting Room at the Merrimac Public Library, 86 West Main Street, Merrimac, MA 01860.

Charlotte Eileen Stepanian made a motion to adjourn the meeting. Anne Brown seconded the motion. Members unanimously accepted the motion to adjourn the meeting.

Meeting adjourned at 7:49 p.m.

List of Documents and Other Exhibits Used at Meeting:

CODA Monthly Conference Call Notes from Anne Brown

Minutes respectfully submitted by Kathleen Sullivan, Secretary

Minutes Approved by Committee on:

Chairman Signature:

Vice Chairman Signature:

Secretary Signature: