

TOWN OF SUDBURY  
COUNCIL ON AGING  
MINUTES OF SPECIAL MEETING  
March 24, 2022  
4:00 PM

ALL COA MEETINGS ARE NOW RECORDED AND  
AVAILABLE ON SUDBURYTV.ORG

**COA meetings done over Town Zoom video  
Conference Account**

WEBSITE: <http://sudbury.ma.us/departments/CouncilOnAging/>  
Meeting Conducted Via Zoom

**Present:** Chairman: Jeff Levine

**Members Present:** Anna Newberg, Pat Tabloski, Bob Lieberman, Don Sherman, Peg Espinola, Pat Lewis and Carmine Gentile

**Also Attending:** Debra Galloway Director of Sr. Center

**Guests via Video:** Lynn Puorro (Sudbury TV resource), Kay Bell (Chair, Sudbury Commission on Disability)

**Meeting called to order** by Chairman Jeff Levine at 4:01 PM

Attendance by all those members above confirmed by roll-call affirmation.

**Annual Report (Debra Galloway):** Reviewed the content of the detailed report including comments as to the thoroughness of the document and supporting schedules. Motion was made by Don Sherman and second by Anna Newberg to approve and accept the Annual Report. The COA unanimously approved by roll-call vote.

**Sudbury Connection Van Transportation Policies (Debra Galloway):** Members had an opportunity to review the document prior to the meeting. Floor open to discussion and with no further comments a motion was made by Pat Lewis and a second from Peg Espinola to approve the document. The COA unanimously approved by roll-call vote.

**Accessibility Statement/Statement of Support For Commission On**

**Disability(Peg Espinola):** In follow up to the Council On Aging regular board meeting of March 14, 2022 the discussion continued with regard to accessibility statements as they relate to the Fairbanks Community Center and more specifically future project. Issue at hand is whether the COA was in support of inclusion of the statement to accompany the request for proposal for construction projects. At this juncture, Kay Bell chairperson for the Commission On Disability was recognized. The position of the Permanent Building Commission (PBC) concerning ADA compliance was discussed. The architecture firm (BH &A) and the project manager (Compass) were deemed to be the responsible parties with regard to ADA compliance for the Fairbanks project, because they were responsible for the design

elements of the project. The General Contractor would be required to meet the specifications called out in the design documents, and thus not in a position to take responsibility for any design elements. It was determined that the COA would consider support of an Accessibility Statement to be presented to the PBC and Town Manager for future projects and a new more forward looking draft letter would need to be developed.

**Other Thought/Comments: (Jeff Levine):** Chairperson opened discussion concerning the COA By-Laws and the need for a review of the document to ensure compliance. It was agreed that an amendment to the existing document was warranted and will be on the agenda for the next scheduled COA meeting in April.

**Motion was made by Don Sherman to adjourn.** Second by Pat Lewis  
Unanimously approved by roll-call vote. Adjourned at 5:09PM.

**The next regular meeting** is scheduled for April 11, 2022 at 3:30PM using the Hybrid meeting approach of In Person at the Fairbanks Community Center and via zoom. Viewable later on Sudbury TV (SudburyTV.org).

Respectfully submitted by  
Robert Lieberman  
COA Secretary