

Sudbury Commission on Disability

Date: October 30, 2018
Time: 10:00 AM
Location: Flynn Building (Silva Room), 278 Old Sudbury Road, Sudbury
Members Present: Kay Bell, Pat Guthy, Susan Iuliano
Members Absent:
Others: Janie Dretler, Board of Selectman (until approximately 11:00)

Convene

The meeting came to order at 10:20 AM.
A quorum of the COD (at least a majority of 3) was present.

Susan Iuliano volunteered to record minutes of the Commission meeting.

Discussion

Kay Bell moved to approve the October 2, 2018, Minutes, seconded by Susan Iuliano. The minutes were approved unanimously.

There was discussion about how best to maintain records of the Commission. The Selectmen's office has assisted with posting agendas and minutes, but the Commission discussed taking on this task in the future. Kay Bell proposed maintaining hard copies of certain records at the Senior Center. It was agreed that records pertaining to the work of the Commission would be maintained but that outdated resource materials would be discarded. Kay will follow up with the Senior Center to ask about record storage options.

There was further discussion about the need for more clarification, from the AG's Office or the Town, about any Open Meeting Law restrictions on the circulation of draft minutes.

Review of Open Items

- Pat Guthy reported that she is planning to meet with Esme Green, Goodnow Library Director, to discuss concerns about the Makerspace room including access by wheelchair to the door and tables in the room.
- The Selectmen are scheduled to vote this evening, October 30, on COD membership on the Sudbury Transportation Committee.
- Pat Guthy plans to obtain open forum protocols from the BOS and SPS School Committee to assist in drafting a protocol for the COD.
- Kay Bell has been in touch with SEPAC, the SPS special needs parent advisory group, which has voted Kay as their liaison to the COD. They are hosting a meet-and-greet event with the Superintendent and Student Services Director on November 7.
- Pat Guthy has been in touch with Paula Moyer, the primary active member of the LS special needs parent advisory group. They discussed the possibility of co-hosting events

with the COD, such as a presentation on Social Security. It was agreed that the COD will seek to post events on its website for the parent advisory groups.

- Further, there was consideration of posting links to other groups such as the Federation for Children with Special Needs and the MetroWest Center for Independent Learning. Kay Bell will ask the Senior Center about the best link to use to highlight equipment that they have available for residents.

The BOS has asked the COD to appoint a member from the Commission to the Master Plan Steering Committee. Susan Iuliano moved to appoint Pat Guthy to the Master Plan Steering Committee, seconded by Kay Bell. The motion was enthusiastically and unanimously approved. There was discussion of the importance of addressing the needs of those with disabilities in the planning process and the benefits Pat will bring given her long-time involvement in Sudbury.

Kay Bell has improved and updated the COD website, removing outdated material. The others expressed appreciation for the work Kay has done on the website.

Following up on prior discussion about whether the Town has listening devices to assist those attending meetings, Pat Guthy learned that in 2007 Raytheon had donated such devices to the Town. The devices are maintained at the Senior Center and can be borrowed by residents.

The Commission discussed the development of procedures for responding to emails and phone calls. There was consensus about the importance of responding to citizens who raise concerns and recognition that the response may vary depending on the situation. Kay Bell distributed a draft of a protocol for handling community input at meetings.

The Commission members agreed that the Commission should serve as a resource and should advocate generally for the needs of those with disabilities, but should not necessarily step in as an intermediary or personal advocate in individual cases. The Commission should help explore and identify routes for remediation or resolution that may be available to individuals in certain circumstances.

The Commission then agreed to follow up concerning two situations brought to the Commission's attention:

- Susan Iuliano moved to designate Pat Guthy to send letters to Mark Herwick, Building Inspector, and Lincoln-Sudbury RHS concerning a blocked crosswalk entering the front-door parking lot at L-S. This matter had been raised by a citizen at a prior meeting. Kay Bell seconded the motion, which was approved unanimously.
- Sheila Cusolito, SHA Director, has reported concerns about the lack of police enforcement of handicapped parking on its site. Susan Iuliano will clarify this concern with Ms. Cusolito and then contact the Police Chief for more information.

The citizen comment protocol will be addressed at the next meeting in addition to more detail on how the COD will respond to emails and calls. Kay Bell will change the outgoing message for the COD phone number and will confirm with Mark Thompson that he has implemented the system to send notifications to the full Commission concerning phone messages. COD members will rotate responsibility for returning calls on a monthly basis. Susan Iuliano will cover calls for November, Pat Guthy for December, and Kay Bell for January.

The Commission considered advancement of its recruitment efforts. Kay Bell will post a notice on the Town website and develop a slide for SudburyTV seeking new members. She also will look into creating a recruitment flyer that could be posted at the HSA, Coolidge, and other sites in town. Susan Iuliano will contact Pat Pakos.

The Commission tabled discussion of COD leadership job descriptions and outreach to other boards and committees to future meetings. The Commission decided to review the Rules and Regulations section by section at upcoming meetings. Article IV concerning COD officers will be reviewed at the next meeting.

Following brief consideration of whether the Commission should adopt a standard meeting time, the members concurred that this topic should be addressed at the next meeting.

The next meeting was scheduled for November 26, 2018, at 10:00 AM.

The meeting was adjourned at 12:47 PM.

A true copy attest:

Susan Iuliano
Secretary

12-17-18
Date