

# Sudbury Commission on Disability

---

Date:	January 28, 2019
Time:	10:02 AM
Location:	Thompson Room, Flynn Building, 278 Old Sudbury Road, Sudbury
Members Present:	Kay Bell (KB), Pat Guthy (PG), Susan Iuliano (SI), Lisa Koukjadjian (LK)
Members Absent:	
Others:	Mark Herwick, Building Inspector; Janie Drietler, Liaison for Board of Selectmen
Public Commenters:	

---

## Convene

The meeting came to order at 10:02 AM.  
A quorum (at least a majority of 3) was present.

### 1. Assign clerk to take minutes

- Kay Bell volunteered to record minutes of the commission meeting.

**The committee considered remaining agenda items in the following order: 4, 5, 3, 2, 6, 7, 8, 9, 10**

### 4. Public Works Department presentation by Dan Nason

Mr. Nason was not present. Rather Mark Herweck, Sudbury Town Building Inspector and an ADA Coordinator for the Town attended answering questions and offering information:

- Mr. Herweck enforces MA CMR521, the rules of the Massachusetts Architectural Access Board (MAAB), by methodically inspecting public buildings (commercial and governmental) in town for all aspects of access from parking, to doors, to clear path, etc.; as well as overseeing and inspecting new construction including access provisions. When he determines that something is out of compliance he sends an enforcement letter giving the party information on compliance and a timeframe.
- Sometimes Mr. Herweck receives input from a community member who encounters something that may be out of compliance. He follows up with an inspection and action if needed and then responds to the community person who raised the question.
- There are situations in which a business may be located where the MAAB rules do not apply. There are intricate details that determine whether a building or service is compliant or not.
- The crosswalk from Sawmill Lane to Lincoln-Sudbury Regional High School does not lead to a walkway on the Sawmill Lane end. It was probably painted as a favor and may not be proper in terms of safety and other aspects. The path on the high school side, which appeared after 2009 as shown in dated photographs, terminates at a parking space. The facilities coordinator there, Kevin Rossley, would be in charge of striping in the parking lot. COD members would be interested in learning how a crosswalk was or can be put in and what the safety, design and access issues are in that process.
- At the high school there may be an issue regarding access to some of the athletic fields.
- PG asked if Mr. Herweck has had an opportunity to inspect the Transfer Station/Town Dump for compliance with access rules. He took note of the question and stated he would look into it.

- In 2017 the Town applied to MOD for a planning grant to conduct the required self-evaluation and produce an action plan. We were denied. Employing a qualified contractor can be expensive and so far none will commit to a price, just an estimate of from \$45K to \$80K.
- KB inquired about walkways in general. Walkways such as discussed in the Livable Communities project are Dan Nason's area. At the Avalon development on Boston Post Road the walkways that have been installed are all fully accessible.
- PG inquired about the playground adjacent to Shaw's Supermarket on Boston Post Road. It needed a fence, which was installed. It seems that it is not in use at this time.
- The best way to communicate with Mr. Herweck is by email in general, or in an urgent case, by telephone. It is helpful to send photographs of questionable access as attachments to an email.
- The Massachusetts Architectural Access Board suffered a sudden loss upon the passing of its Executive Director Thomas Hopkins. He was an asset to work with and will be missed. Some of the work of the MAAB may be delayed as the office reorganizes.
- The "white house" on the high school property formerly used as a preschool facility will be repurposed for the use of a special needs high school program. It is being developed with accessibility in mind.
- LK inquired about accessibility at the Fairbank Community Center where toddler program is operating. Mr. Herweck believes the Park and Recreation Department is responsible for the program and he inspects the facility because it is a public building.

## **5. UPDATES:**

- **Financials/Expenditure reimbursement procedure**
  - PG designed a form for submission of a request for reimbursement.
  - The line item in the Town accounts that is dedicated to the COD is named "Handicapped Parking Fines."
  - The chairperson, PG, will be the authority for in advance approval of expenditures.
  - Current balance of \$14,760.05 will appear in the annual report.
  - Examination of the account and minutes of the COD from past years shows that the effort of the COD to hire police officers to enforce handicapped parking regulations for extra hours did not result in sufficient additional fines to cover the costs and increase funds.
  - Related to access at L-SRHS there is a problem at pick up time as cars queue up and block access to the handicapped parking spots. When COD members meet with Kevin Rossley there we can bring this question up.
  - LK inquired whether the COD might make field trips to some of the sites we are interested in such as the Park and Recreation childcare program at the Faribank Community Center, the high school, and the Town Transfer Station/Dump? She suggested a positive researching approach to such visits.
- **Transportation Committee**

- SI reported: A Livability Report will be delivered to the community at Goodnow Library on Tuesday, February 12. Alice Sapienza is the lead on the report which has two major foci: transportation and isolation.
- The Transportation Commission is engaged in stakeholder analysis. The TC has decided to prioritize taking action to develop transportation for medical needs. The TC is partnering with Emerson Hospital and ride hailing services are under consideration. FISH is a small program relying on volunteers; a good program but it can only handle a small number of clients and must be arranged far in advance.
- PG inquired about accessibility of the vehicles. SI reported that there is a need for more wheelchair accessible vehicles. The TC is concerned about the technology required to access ride hailing services.

• **Master Plan Steering Committee**

- PG attended the Jan. 18 meeting of the Master Plan Steering Committee (MPSC) as a member. The group has a Chair and two Vice-chairs who are at-large. Many Town committees are represented on the MPSC. The at-large status of the Vice-chairs is an attempt to eliminate bias.
- PG found several aspects of MPSC operation to be unusual:
  - The MPSC plans to employ a professional facilitator.
  - Sudbury Public Schools, the pre-K to 8 schools, are not included in a membership role. SPS representatives may attend as members of the public and give input, but may not vote on decisions.
  - The MPSC will divvy up tasks and assign members to three groups:
    - ♦ 1 Principle in Charge, general project questions, topics not covered by subcontractors (see below), contractor: Horsley Witten Group
    - ♦ 2 Transportation and mobility topics, subcontractor: Fitzgerald & Halliday, Inc.
    - ♦ 3-Economic development topics, subcontractor: Camoin Associates, Tom Dworetsky
- Outcomes of the meeting was the election of the chairs and discussion of vision for what the Town should focus on.
- Monthly meetings will be held on the third Friday of each month at 8:45 AM in the Silva Room in the Flynn Building.

• **K-8 liaison information**

- KB attended the Jan. 9 meeting of SPS SEPAC at Nixon School in the evening. It was well-attended. There are several open board positions.
- Jeffrey Lappin, Asst. Director of Student Services reported: the SPS School Committee approved the proposed budget; the Partners program will be introduced next school year at Curtis Middle School; Bridges for continuity to LSRHS is planned.
- Dues have been paid for membership to the Federation for Children with Special Needs. When funds are given/donated to SPS SEPAC the School Committee

need not vote to approve it. A fundraiser at Lotus, a local restaurant is planned and refreshing the Amazon Smile feature will be done.

- Unified Games are scheduled for Friday, May 3 at Bowditch Field in Framingham. Children from all four elementary schools and Curtis MS will participate along with children from many other school districts. Bus transportation will be an expense. Spirit activities in the lead up to the event and honoring student participants afterward at school meetings are being planned.
- Two presentation/workshop events are scheduled:
  - Tues, Mar 26 6:30 PM @ Curtis MS - Supporting Traumatized Children
  - Wed, Apr 24 6:30 PM @ Curtis MS - Understanding Psychological and Neuropsychological Reports
- Development of the Family Survey is underway for distribution to all families.
- An effort to encourage families who receive services to fill out and submit Medicaid forms is underway. Families need not be qualified for Medicaid for the school district to receive reimbursement for some of the costs for services delivered to students.

• **Voc./Tech contract**

- LK has been reaching out to Town Manager Mellissa Rodriguez regarding the status of students who want to attend Assabet Valley Regional Technical High School, so far without success. She will put the issue on the SPS SC agenda for consideration
- Sudbury seems in limbo having withdrawn from membership in Minuteman Regional Vocational Technical School District and not being accepted as a member of Assabet Valley Regional Vocational Technical School District. We don't know how many Sudbury students are affected.
- SI will request an official report from the Town.

• **Recruitment (Doug Frey, Dr. Robeson, Linda Faust)**

- PG had a good conversation with Doug Frey. He is away now and will come to our Feb 25 meeting. Mr. Frey brought up the issue of some of access to the fields at LSRHS. He is the President of the MA Spinal Association and feels he is able to attend COD meetings.
- Dr. Robeson is back to serving the Federation for Children with Special Needs on a part time basis after his recent retirement. He may become freed up in the future. Meanwhile, his wife, Dotty, is also very knowledgeable and may be interested in joining.
- Linda Faust is currently unavailable as she is still getting oriented to Sudbury as a new resident.

**3. Committee formal signing of the Commission on Disability Town Report Submission**

- Members of the commission signed the report that had been approved at our January 14, 2019 meeting.

**2. Review, amend and accept Minutes from December 17, 2018 and January 14, 2019 meetings**

**MSV** SI moved and PG seconded the motion, to accept Minutes of the December 17, 2019 meeting of the Sudbury Commission on Disability as submitted.  
The motion carried unanimously.

- The Minutes of the January 14, 2019 meeting will be considered at the next meeting on February 25th.

#### **6. Rules & Regulations "Article III Meetings" discussion and adoption**

- Rules and Regulations "Meetings" is tabled to the next meeting on February 25th.

#### **7. Goals Review and initial Task/Project Development**

- Members had submitted results of our goal setting process into three goals. SI pointed out how the wording was challenging, trying to combine various phrasing.
- Discussion of the general goals vs. specific tasks for a year ensued. Consideration of "Smart Goals" approach which includes timeframes among other aspects of goal setting could be useful. Each of our three distilled goals presents an opening to create a task related to it.

**Task** SI will take the three drafted goals and the raw materials from our process and redraft them with consistent phrasing.

#### **8. Webpage: "Did you Know?" Section, Publicity for Special Events, & Resources i.e. Lyons Club support, Unified Olympics, Allergy Week Proclamation, etc.**

- Community Resource Awareness Network (CRANE) gathers information about youth and family health and support services in and for the Sudbury and Lincoln communities. It was established by many organizations and departments and would be a good resource to highlight on our webpage. We could pursue being added to their clearinghouse list of resources.
- LK suggested that having a Facebook presence could help raise our profile; also some print publicity. A Facebook page would require some guidelines, perhaps a member designated as our web moderator. Would we need to create a private non-profit group to do that?

#### **9. Discussion of proposed procedure for Open Forum**

- Discussion of proposed procedures for Open Forum is tabled to the next meeting on February 25th.

#### **10. Public Open Forum**

- Coincidentally Chief Nix dropped in and took the opportunity to report that some officers enforce handicapped parking regulations and issue citations. Sometimes the violator appeals to the parking clerk, Maryanne Bilodeau, and the violation fee is dropped. To address that problem officers are now taking a picture of each violation. The Police Department makes seasonal announcements emphasizing handicapped parking rules, such as for snowstorms and holiday shopping times.
- Commission members mused about the possibility of meeting more frequently to address the great girth of our agendas.

**Adjourn**

**MSV** LK moved and PG seconded the motion to adjourn at 1:06 PM.  
The motion carried unanimously.

A true copy attest: Kathleen (Kay) F. Bell  
Clerk

February 25, 2019  
Date