

Date and Time: 06/20/19 10:10 AM
 Location: Thompson Room, Flynn Building, 278 Old Sudbury Road, Sudbury
 Members Present: Kay Bell (KB), Doug Frey (DF) Pat Guthy, Chairperson (PG), Lisa Kouchakdjian (LK), Caroline Santangelo (CS) [arr 11:45 AM]
 Members Absent: Susan Rushfirth (SR)
 Also Present:
 Public Commenters:

Convene: Pat Guthy called the meeting to order by at 10:10 AM. A quorum (at least 4 of 6 members) was present.

1. **Selection of Meeting Recorder:** Kay Bell volunteered to record minutes.

§ Information Update 1

PG reported being contacted by Deb Galloway, Senior Center Director for the Council on Aging (COA), who was asked by Christopher Felt, Parks and Grounds Foreman for the Public Works Department, to confer regarding the deteriorating condition of the outdoor fitness equipment which is part of the Haskell Field facilities on the corner of Hudson Road and Fairbank Road. Ms. Galloway would like input from someone on the COD to assure that accessibility is considered in any replacement or redesign of this Town resource. As Sue Rushfirth has professional experience as a physical therapist, PG requested that she represent the COD in this matter.

3. **Review and approve minutes of 05/20/19 10 AM and the 5/20/19 7 PM meetings**

MSV LK moved, DF seconded the motion to approve the minutes of the May 20th 10AM regular meeting as amended.
 The motion passed unanimously.

MSV LK moved, DF seconded the motion to approve the minutes of the May 20th 7PM joint meeting of the Permanent Building Committee and the COD as amended.
 The motion carried unanimously.

§ Information Update 2

PG reported that Melissa Rodriguez, Town Manager, referred the Public Comment Policy recently approved by the COD to Town Counsel for review. Janell Austen offered a revision of the final section of the policy via email message in which she explained the case law related to her suggestion.

MSV LK moved, DF seconded the motion to include the revision to the Public Comment Policy suggested by Janelle Austin, Town Counsel.
 The motion carried unanimously.

5. **Outline areas the Commission wishes to discuss with Jeff Dougan from the Massachusetts Office on Disability (MOD)**

Discussion rendered the following consensus for topics:

- a. What strategies have other CODs used to achieve getting their Self-Evaluation and Transition Plan completed? What kind of support might be required of a COD?
- b. What is the MOD doing and what resources are available to towns and CODs? What does the MOD see as the parameters of the work of CODs?
- c. How can we increase our Architectural Access Board (AAB) fluency, since we are being called upon to participate in various building and facilities projects?
- d. Share the goals we have developed and get Mr. Dougan's feedback on them.
- e. What Towns are the most effective at removing barriers and promoting inclusion? And Why?
- f. What works most effectively for outreach to the people in the community living with disabilities, both for seeking participation on the Commission and for engaging with Town activities and services.
- g. How can we reach adjacent towns CODs? Can we have the names and contact information for the chairs?

§ Information Update 3

- a. On June 16 a telephone message came in to the COD. PG handled the community input in consultation with Town ADA coordinator, Maryanne Bilodeau, as it relates to parking arrangements at The Coolidge. The Coolidge is a private entity covered by ADA Title III – public accommodations. The new construction at the facility is having an impact on parking availability and Town planning staff will look into the situation.
- b. Bethany Hadvab, Town Social Worker, is appealing to all residents who may have window-mount air conditioning units to donate to her annual program to assist residents unable to afford to purchase them. Ms. Hadvab has volunteers to pick up, deliver, and install the units. Also if anyone knows a resident who could use window AC, she asks that they be referred to her office.
- c. PG noted that Goodnow Library is offering a variety of children's workshop opportunities in the MakerSpace this summer. Food snacks are welcomed in for the participants, but there is no notification or warnings to assure the safety of participants with food allergies. PG posed the question: What is the COD's best approach to guide/assist the library to be truly inclusive and safe? LK suggests that the COD needs to be involved at the design stage. The COD needs to educate Town entities – which is a stated primary goal we have adopted.
- d. DF gave out a flyer/information sheet on the bus routes of a commuter shuttle pilot on Rt. 20/Boston Post Rd. starting June 10. It will operate three roundtrips in the morning and three in the afternoon on weekdays, starting at the Target store in Marlboro going to Riverside T station. There are some fixed stops and some locations for flagging/arranging a pick up. Members discussed the strengths and weaknesses of the pilot program and committed to faithfully participate in the Transportation Committee's meetings and discussions to contribute the perspective of inclusiveness and access.

4. Discussion and completion of the Master Plan Steering Committee questionnaire

PG distributed the "Community Profile" that the Master Plan Steering Committee (MPSC) has been considering. She directed the COD's attention to "Sudbury Population by Age" (page 5, Table 2) indicating that from 2000 and 2017 the fastest growing age

group was 65-84, followed by the 55-64 age group, then the over 85 group. The 20-34 and 35- 64 age groups fell slightly, and the under-19 age group grew slightly. Members discussed “Meeting in a Box” (a questionnaire on perceived current and future needs of the Town) which the MPSC asked Town committees to consider. PG noted the consensus of the committee on the form.

MSV LK moved, DF seconded the motion to approve the joint statement in response to the Master Plan Steering Committee “Meeting in a Box.”
The motion carried unanimously.

2. Welcome Caroline Santangelo to the Commission

On behalf of all members PG extended a warm welcome to Caroline whose appointment to the Commission was approved by the Board or Selectmen at their June 11 meeting.

§ **TASK** KB will gather materials from the historical records of the COD related to efforts to engage the Town in getting the ADA Self-Evaluation and Transition Plan done.

6. Public Comment No public comments were offered.

7. Update on the Town Hall Renovation Project and schedule for final discussion

PG distributed correspondence with architectural firm Bargmann, Hendrie + Archetype, Inc. (BH+A) regarding 18 potential variance requests to the MA Architectural Access Board (MAAB) on which the Permanent Building Committee (PBC) seeks COD guidance. The letter from BH+A provides elaboration on each item.

PG sent Craig Blake, member of the PBC leading the Town Hall Renovation Project, an email regarding the “historical nature” of the Town Hall. “Due to Historic Significance” is cited as the reason for 12 of the 18 requests for variance. Mr. Blake stated the rationale for the historic significance of the Town Hall and he expressed that the COD’s support or denial of support for any request for variance will likely determine whether the MAAB will accept the request or not. He stated that if the COD finds a variance unacceptable the PBC will work with the Historic Districts Commission to include an acceptable plan for that feature.

Consideration of the requests for variance and how to partner with the PBC will be on the agenda of the **Wednesday, July 17 COD meeting**.

8. Continuing Work on Goals/Tasks for 2019-2020

Discussion of the Commissions Goals and Tasks was postponed to a future meeting.

Adjourn

MSV LK moved and DF seconded the motion to adjourn at 12:30 PM.
The motion carried unanimously.

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

July 18, 2019