

Date and Time: 12/05/19 7:08 PM  
 Location: Town Hall, Lower Level Meeting Room 322 Concord Road, Sudbury  
 Members Present: Kay Bell (KB), Doug Frey (DF) Pat Guthy, Chairperson (PG) Lisa Kouchakdjian (LK), Caroline Santangelo (CS)  
 Members Absent:  
 Also Present: Various members of Permanent Building Committee (PBC) (who scheduled the meeting), Historical Districts Commission (HDC), Historical Commission (HC), former Town Hall Blue Ribbon Committee (THBRC), Steve Shetler from BH&A Architecture  
 Public Commenters:

**Convene:** The special meeting of the Sudbury Commission on Disability (COD) was called to order by Pat Guthy at 7:08 PM. A quorum (at least a majority of 3 of 5) was present.

1. **Selection of Meeting Recorder:** Kay Bell volunteered to record minutes.
2. Mike Melnick, Co-chair of the PBC, introduced Craig Blake, PBC member and manager of the Sudbury Town Hall Renovation/Restoration Project. Mr. Blake stated the object of the joint meeting
  - a) To provide input specifically related to the Town Hall front entrance, that it be used to revise the preliminary design
  - b) To provide direction re: application for variance to the Massachusetts Architectural Access Board (MAAB)
3. Mr. Blake invited a member of the former THBRC to present the findings they submitted in their final report. Frank Riepe presented slides and comments and answered questions. He elaborated particularly on the proposed new accessible entrance adjoining the parking lot at the rear of Town Hall and the limitations of an accessible front entrance, among other things.
4. Mr. Blake presented the mission statements of each committee/commission, clarifying the purpose for their participation in this design process. He introduced Bill Barletta, Sudbury Combined Facilities Director. Mr. Barletta indicated that various building codes must be observed in such projects and that the MAAB rules require applying for a variance if one of their regulations will not be observed. He mentioned that the Sudbury Design Review Board look at the plan and advise the Board of Selectmen and the Sudbury Planning Board does a Site Plan Review if the footprint of the building changes.
5. Mr. Blake presented five design options for the front entrance that WOULD NOT require an MAAB variance and two options that WOULD require an MAAB variance. He explained the three criteria the MAAB considers in variance applications. The MAAB rule:
  - a) ...Creates Financial Hardship
  - b) ...Not Technically Feasible
  - c) ...Does Not Provide a Significant Benefit to Disables Public
6. Chris Hagger of the HC explained that Town Hall is the most significant asset in the Sudbury Center Historic District; that the Sudbury Center Historic District is registered on

the MA State Registry of Historic Places and is considered significant in contributing to the history of Sudbury. The Town Hall won a number of awards at the time that it was built. There are also features that the HC will protect that are the interior historical fabric of building. He noted that the HC will write a letter to the Massachusetts Historical Commission (MHC) whose guidance MAAB will seek under the technical feasibility aspect of consideration.

7. Pat Guthy presented basic information about the COD's mission and goals and reviewed the several Town Meeting Houses throughout the history of Sudbury. She pointed out the pattern of evolving buildings and locations that were used to meet the changing needs of the contemporary populations of the Town. Ms. Guthy also spoke of the American's with Disabilities Act passed by Congress in 1990 to assure the civil rights of people with disabilities to equal opportunity for employment and equal access to facilities and services provided by all levels of government and public accommodations. She concluded that while equal access may be the law, providing it is "the right thing to do."

8. The floor was opened for discussion and attendees touched on numerous concepts from how proposed entrances would impact circulation of "traffic" within the rooms at different levels, to researching how other towns have approached entrances in their Town Hall projects, to consideration of a ramp to the front entrance approaching from the south side (the Old Sudbury Road side) of the building, and more.

9. Mr. Blake then explained that the sole purpose of the planned Thursday, Dec. 12 hearing at the HDC meeting will be for the HC and the COD each to express their positions as to whether

- a) The front entrance should be made fully accessible and therefore ADA compliant
- b) The Town should apply for a variance from the MAAB requesting not to make the front entrance fully accessible and therefore ADA compliant

Further discussion revealed that there are differing understandings of the law and regulations regarding accessibility. Some attendees questioned the short time between this meeting and the next for reporting positions as impractical for groups to fully examine, discuss, and form their positions. Mr. Blake conferred with Fred Taylor, HDC Chair, and they determined postponement was acceptable with the hearing to be held most likely on Thursday, January 9.

**[NEXT COD MEETING: Monday, December 16, 2019 at 10:00 AM a regular meeting.]**

### **Adjourn**

**MSV** LK moved and CS seconded the motion to adjourn at 10:20 PM.  
The motion carried unanimously.

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

January 13, 2020