

Date and Time: 10/21/19 10:06 AM  
 Location: Silva Room, Flynn Building, 278 Old Sudbury Road, Sudbury  
 Members Present: Kay Bell (KB), Doug Frey (DF) Pat Guthy, Chairperson (PG) Lisa Kouchakdjian (LK)  
 Members Absent: Caroline Santangelo (CS)  
 Also Present:  
 Public Commenters:

**Convene:** The regular meeting of the Sudbury Commission on Disability (COD) was called to order by Pat Guthy at 10:06 AM. A quorum (at least a majority of 4 of 5) was present.

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

**2. Review and approve Minutes of 07/08/19 meeting**

PG noted that producing a flyer and posting it in key places around Sudbury will be a key piece of the COD education and marketing plan.

**MSV** LK moved, DF seconded the motion to approve the minutes of the July 18<sup>th</sup> meeting of the COD.

The motion carried unanimously.

Meetings minutes in need of consideration and approval: July 29, 2019 (Sue Rushfirth), September 23, 2019 (CS), October 2, 2019 (DF).

**3. Disability Summit of September 27, 2019**

- a) KB provided her notes from the Summit in Boston. Several state offices and agencies and private non-profit organizations presented. Information that could assist a priority COD goal at this time is that grant funding and technical support, beyond the MOD grant program, are available to municipalities striving to complete their Self-Evaluation and Transition Plan, or even implementing some aspect of their Transition Plan. We could include such information in our presentation to the Board of Selectmen.
- b) A myriad of other resources related to including people living with the various disabilities are also available to municipalities. The information from the Disability Summit would be useful to the Master Plan Steering Committee.

**4. Public Comment** There was no public comment.

#### § Information Updates

- Ethics Training - PG offered a reminder that all members need to complete the required Ethics Training recently sent to all Town employees and elected and appointed people.
- Visibility - PG direct attention to the letter to the editor sent by the sponsors of the "Doing Good" information fair, Sudbury Foundation and Goodnow Library. The

letter was accompanied by a photo of COD table display, providing a bit of appreciated visibility.

- SEPAC - Doing Good is likely to become an annual event. If so, next year we will want to encourage SEPAC to participate.
- Emergency Preparedness - DF reported that MA Office on Disability (MOD) recently held a workshop oriented toward aspects of concern to people living with disabilities. MOD may make deliverers of this workshop available and Sudbury might consider having one. KB reported that in a conversation with Police Chief Nix he asked that the COD consider extended financial support, if possible, to an enhanced 911 subscription that makes the service available via text and helps geo-locate the call/text. DF mentioned 211 service that provides localized instructions. He will connect with Chief Nix to seek more information about his interest in enhanced 911.
- Email forwarding - KB will follow up with Sudbury Information Services about what seems to be uneven performance of forwarding. Some members seem not to be receiving all email forwards. DG reported that he recently received a couple of spam alerts from [disability@sudbury.ma.us](mailto:disability@sudbury.ma.us).
- Sewataro - Per an article in the Sudbury Town Crier the land and some facilities will be available to the community at various times and that it will remain under control of the Town of Sudbury. A critical question for Sudbury is: What are the Town's ADA requirements?

## 5. Updates

- a) Vocational Technical High School
  - i. PG attended the Sudbury Public Schools (SPS) School Committee meeting of October 7 in the capacity of a public citizen. During public comment Pat delivered information regarding Vocational Technical High School issues that had come to her from a community member. There remain gaps in information about what schools are available and how to seek enrollment in them to fill the learning needs of some students.
  - ii. SPS Superintendent, Brad Crosier, is looking at these issues and plans to reach out to Town Manager and Lincoln-Sudbury Regional High School Superintendent Bella Wong. The topic will be on a future SPS School Committee agenda, possibly November 4.
- b) Transportation Committee
  - i. KB reported that the contract with Uber for GOSudbury! (the ride share pilot) remains under development. A "boiler plate" contract designed for Uber/corporation relationship has been used so far to work on basics. Now the contract needs to be edited for the particulars fitting to a municipality.
  - ii. The plan for GoSudbury! Is to start with a "beta group" of about twenty participants for two months before advertising it widely
  - iii. The application and waiver forms are still in development.
- c) Master Planning Steering Committee (transportation forum); PG and KB attended
  - i. At this "community conversation" session some barriers to full access existed. The accessible entrance leads to the lower level of Town Hall.

Registration, important information, and restrooms are located up the stairs at the main front entrance.

- ii. A consulting group for “Complete Streets” was a presence in discussions, but no explanation was given of how they fit into the planning process.
  - iii. In the break out group that PG attended discussion of the Rt. 20 Shuttle occurred. A member of the Chamber of Commerce expressed that businesses could use better arrangements for incoming workers. Other concerns were that the design is flawed (no fixed stops...); promotion is needed.
  - iv. There will be several more “community conversations” forthcoming within a short time span to address several topics determined at the first gathering in May 2019.
- d) Adaptive Equipment Group
- i. LK reported that the effort to improve that area at the intersection of Hudson Road and Fairbank Road are in the concept stages. The project is not ready to request funds for specifics for the May Town Meeting. The group may seek grant funds.
  - ii. Once the project is developed/completed it will be the kind of thing that makes Sudbury welcoming to all. But many people didn’t know about that resource even when it was in good condition. Spreading the word about such things could be part of our education efforts and realtors could even help in that effort.
- e) Town Hall Renovation Project – held over to discuss as our last topic.

## **7. Discussion and adoption of 2019-2020 COD goals and objectives**

PG and KB had combined the collected contributions of all members regarding goals and objectives for 2019-2020. The digest was distributed and members are asked to consider it for discussion and decision at the next regular COD meeting.

## **6. Process to follow when direct contact is made by a member of the public outside of regular COD communication channels**

- α) KB had a call come directly to her rather than through the COD phone number. It was on behalf of another person. Questions of the first person’s privacy, their own attitude or desire to seek assistance, and whether their own family might wish to be their advocate caused hesitation. Following the existing pattern of referring community input matters to the Chair, PG, was beneficial in this complicated case. Through discussion KB could then respond in a proper and helpful way.
- β) The COD will draft a statement to use as a reference to guide any member who is approached directly by a community member requesting assistance.

## **5. e) Town Hall Renovation Project**

- i. Historical Commission (HC) sent a letter to Permanent Building Committee (PBC) member, Craig Blake, who is project manager for the Town Hall

Renovation Project, expressing concern that the HC had not been included in the process of applying for Request for Variance made to the Massachusetts Architectural Access Board (MAAB).

- ii. The PBC response to HC included, among other things, information that the PBC is using a consultant for the process who has a strong record of achieving success in receiving variances.
- iii. In a letter from Craig Blake to PG, he stated that the two required inputs for the variance request process are from the Historic Districts Commission (HDC) and the COD. Historical Commissions are not involved at the initial stage of such application.
- iv. PG had a phone conversation with Fred Taylor, chair of the HDC, in which he expressed that the HC surmised that the COD does not understand the historical significance of Town Hall. Pat informed him that we have studied the history of Sudbury's town meeting halls and have searched the registry of historic buildings. We find that the current Town Hall is not listed on the Registry of Historic Buildings and we note that it is located within a Sudbury Historic District. She expressed that we need to appreciate that everybody in the town needs access to Town Hall and that the Americans with Disabilities Act (ADA) is a civil rights law not simply a registration of a building.
- v. PG wrote a note to Board of Selectman Chair, Dan Carty, inviting him to attend this meeting, but he was unable. Pat pointed out that the Town needs to be aware of our obligations under Title II of the ADA and referred to Sewataro as a relevant project. Pat wrote further that the COD's goal is to assist and support the Town government to assure equal access and opportunity for all persons. She referred to the upcoming Self-Evaluation and Transition Plan as well and requested meeting at a time convenient to him.
- vi. PG wrote, also, to Craig Blake of the PBC that there are resources – MA Office on Disability and the MetroWest Center for Independent Living – that can provide technical assistance to explain Title II of the ADA and its ramifications.
- vii. PG spoke to Janie Dretler, Board of Selectman liaison to the COD, to explain that there seems to be a lack of understanding and sensitivity on everybody's parts concerning where we all stand and if we could have a meeting of the chairs of all the commissions we may be able to get a resolution of understanding.
- viii. KB reported that at the recent meeting of the HC members expressed to Craig Blake objection to the quality of the Request for Variance application and that they believed the HC was not included in consideration of aspects of the project. Ultimately the HC passed a motion to request that the Request for Variance application be withdrawn and that a meeting of all relevant commissions be called to discuss the Town Hall Renovation Project plans.
- ix. PG cited Article 31 passed at 2017 Town Meeting to provide initial funding for the Town Hall Renovation Project. In it the Community Preservation Committee (CPC) stated that the inaccessibility of significant portions of this town asset is a key target for remediation in this renovation project.
- x. LK related her recent positive experience of using an excellent ramp approach to the observatory at the historic Williston Observatory at Mt. Holyoke

College that enabled everyone in her family to go together to share the entire experience equally.

- xi.** PG suggested that she write a letter on behalf of the COD to the chairs of all of the commissions to propose a process for proceeding. First, the chairs would meet to review the goals and work of the Blue Ribbon Commission. Then there would be an educational meeting of all members of the commissions where experts from the Massachusetts Historical Commission, Massachusetts Office on Disability, and any other experts we can draw upon to present information about the charges, responsibilities, and functions of each commission. Next, the various commissions would meet separately to review their thought processes and considerations of the variances requested. Finally the chairs would meet again and work out an agreed upon document.

**MSV** LK moved, DF seconded that Pat Guthy write a letter on behalf of the COD to the chairs of the Permanent Building Committee, Craig Blake as Project Manager of the Town Hall Renovation Project, the Chair of the Historic Districts Commission, the chair of the Historical Commission, the chair of the Community Preservation Committee, and other Town staff as she determines relevant to propose the four step process discussed at this meeting to assist in bringing the project forward in an orderly, positive manner.

The motion carried unanimously.

**NEXT MEETING:** Monday, November 18, 2019, 2019 at 10:00 AM a regular meeting.

#### **Adjourn**

**MSV** KB moved and LK seconded the motion to adjourn at 12:29 PM.  
The motion carried unanimously.

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

December 16, 2019