

First Key Project Indicator Report on the Transition Plan

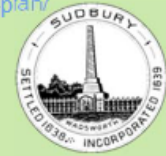
Update: 2022-06-23

Town Manager, Human Resources & Facilities Staff Project Lead

<https://sudbury.ma.us/townmanager/2021/04/09/ada-evaluation-and-transition-plan/>

ADA Self-Assessment & Transition Plan

Goal: Upgrades, adjustments and repairs to increase accessibility for Town resources



Original Target	Current Target
2026?	2026?

Risk	Controls (Options)
ADA non-compliant inventory of facilities and assets should be remedied as best as practicable.	<ul style="list-style-type: none"> Utilize Self-Assessment and Transition Plan files, along with feedback from others to identify mitigation strategies.

Original Plan	Current Budget
\$0.00	\$200,000

Milestone	Original	Current (Actual)	Notes
Institute for Human Centered Design (IHCD) as consultant - evaluation	2020 SUMMER	2021 Feb	Finalizing. (5) public schools and 14 public buildings – including one (1) police station, three (3) fire stations, one (1) library, two (2) DPW facilities, two (2) historic buildings, one (1) transfer station and four (4) municipal buildings. The outdoor facility set includes 11 recreation facilities.
Community feedback Final Reports	2021 Apr 14	2021 Apr 27 2021 Jul 22	Finalizing. Expecting final report May/June 2021. Public meeting held 27 April 2021 with COD. Final report received 22 July 2021
36-60 month compliance and adjustment goal	INFO		If the work done in any 36-month period is greater than \$100,000, the "work being performed" is required to comply. In addition, an accessible entrance and an accessible toilet room, telephone and drinking fountain (if toilets, telephones and drinking fountains are provided) shall also be provided.
Transition Plan and mitigation actions	2021 Aug start	2021 Aug	IHCD reports/files will be utilized, priorities will be set based on staff input and COD feedback assessment. As we move throughout the process, all items will be tracked and made visible.
			See next slide 9/15/22
Project completion	2026?		

Funding Source	Appropriated	Unspent	Matters Addressed
2022 ATM, Article 32	\$200,000	\$200,000	\$20,000 has been used to create accessible routes at Nixon and Noyes Schools.
	\$	\$0	
	\$	\$0	
	\$	\$	
	\$	\$0	
	\$	\$	
TOTAL	\$200,000	\$200,000	

Tracking Started: 2021-04-09

1 Kay Bell : Wouldn't it make sense for the funds paid to IHCD to conduct the Self Evaluation and produce the Transition Plan to be included in the funding portion of this report?

1 Chair Russo: Fair point. My understanding is that funding was obtained because another planned project did not materialize, so that was more of an internal funding transfer rather than a project approved on its own, but you're right that it's worth tracking that expenditure as part of this overall effort.

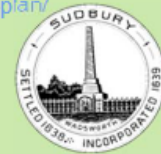
2 Kay Bell: "IHCD report/files will be utilized, priorities will be set based on staff input and COD feedback assessments. As we move through the process, all items will be tracked and made visible." KPI report helps with tracking some things in the Transition Plan, but the Transition Plan has many items that are not reflected in a KPI report. At the September meeting with the COD Transition Plan Subcommittee the idea of using the Transition Plan document to check off completed items and having that posted publicly on the town website was discussed and agreed to. Earlier in the meeting tonight we heard reports from other projects where communicating with the public was clearly integral. Can this project emulate that practice and fulfill this earliest item listed on the KPI report related to the ADA Self Assessment & Transition Plan?

2 Chair Russo: My understanding is that staff fully intends to use the Self Evaluation Report as a tracking checklist.

Second Key Project Indicator Report on the Transition Plan

Update: 2022-09-15

<https://sudbury.ma.us/townmanager/2021/04/09/ada-evaluation-and-transition-plan/>



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2026?	2026?

Risk	Controls (Options)
ADA non-compliant inventory of facilities and assets should be remedied as best as practicable.	<ul style="list-style-type: none"> Utilize Self-Assessment and Transition Plan files, along with feedback from others to identify mitigation strategies.

Original Plan	Current Budget
\$0.00	\$200,000

Milestone	Original	Current (Actual)	Notes
Recommendations and actions	March through June 2022		FY23 Warrant Article submitted for ADA Recommendations in the amount of \$200,000 to be included at Annual Town Meeting, May 2022. Met with each school principals regarding coordination of in house work on identified recommendations by teams or individual interested staff. Actions to be recorded in electronic format for tracking and reporting. Facilities staff enacting Recommendations related to doors, floor mats, movable obstructions and wall mounted obstructions. Meetings with community stakeholders have begun as of June 2022.
	July through September 2022		<p>An accessible path was created at the Noyes School correcting a significantly deteriorated path enabling students of all abilities to exit safely from the building.</p> <p>An accessible path was created at the Nixon School correcting an unstable deteriorated path that connects the school building to the playground.</p> <p>Accessible sinks and cabinets were installed in the Noyes School. Nixon School will receive handicap sinks in three classrooms and the Art room this fall to support two students who use wheelchairs.</p> <p>Haynes School will receive handicap sinks in a classroom, the art room and the music room to support a new student who will use a wheelchair beginning this fall.</p> <p>Meeting with COD Sub-committee on 9/23/22</p>
Project completion	2026?		

Funding Source	Appropriated	Unspent	Matters Addressed
2022 ATM, Article 32	\$200,000	\$200,000	\$20,000 has been used to create accessible routes at Nixon and Noyes Schools.
	\$	\$0	
	\$	\$0	
	\$	\$	
	\$	\$0	
	\$	\$	
TOTAL	\$200,000	\$200,000	

Tracking Started: 2021-04-09

Attachment2.a: KPI - updated for SB Meeting 12-20-22 FINAL (\$607 : KPI update)

3 Kay Bell: A completed action item was listed (sinks and cabinets at Noyes Elementary School) that was funded on a separate Town Warrant article in May 2022. The amount was \$130,00. But the funds referred to (\$200,000) was a different warrant article, so these figures are confusing. Can they be reconciled?

3 Chair Russo: I can check with staff.

Third Key Project Indicator Report on the Transition Plan delivered 12-20-22

Update: 2022-12-12
 Town Manager, Human Resources & Facilities Staff Project Lead

ADA Self-Assessment & Transition Plan

<https://sudbury.ma.us/townmanager/2021/04/09/ada-evaluation-and-transition-plan/>



Goal: Upgrades, adjustments and repairs to increase accessibility for Town resources

Original Plan	Current Budget
\$0.00	\$200,000

Original Target	Current Target	Risk	Controls (Options)
2026	2026	ADA non-compliant inventory of facilities and assets should be remedied as best as practicable.	<ul style="list-style-type: none"> Utilize Self-Assessment and Transition Plan files, along with feedback from others to identify mitigation strategies.

Milestone	Original	Current (Actual)	Notes
Recommendations and actions	September through December		<p>Grants applied for awaiting decisions (Continued)</p> <p>Assisted Listening Devices in Town and PreK-8 School meeting rooms and auditoriums Amount Requested: \$93,300 Grantor: Massachusetts Office on Disability Grant Scope: Install a combination of public address systems and wi-fi assistive listening systems, at Town and PreK-8 large meeting rooms, Senior Center and school auditorium.</p> <p>Accessible Pathways to Athletic Fields and Accessible Picnic and Bench Seating Areas Project on Town Building Grounds and Fields Amount Requested: \$187,745 Grantor: Community Preservation Commission Grant Scope: Install a combination of decomposed granite surfacing (fine gravel/stone dust & stabilizer) and asphalt paving to provide accessible pathways to athletic fields, to create accessible bench and picnic seating areas and accessible pathways to said seating areas to provide equitable access to users of the Town fields and grounds of Town buildings. Public Hearing Scheduled: December 21, 2022</p>
Project completion	2026?		

Funding Source	Appropriated	Unspent	Matters Addressed
2022 ATM, Article 32	\$200,000	\$162,876.21	\$37,123.29 has been used to create accessible routes at Nixon and Noyes School bathroom partition installations
	\$	\$0	
	\$	\$0	
	\$	\$	
	\$	\$0	
	\$	\$	
TOTAL	\$200,000	\$162,876.21	

Tracking Started: 2021-04-09

Attachment 2.a: KPI - updated for SB Meeting 12-20-22 FINAL (5607 : KPI update)

4 Kay Bell: In the grant requests submitted to the MA Office on Disability for Assistive Listening Technology among the places listed where this technology will be installed is the Senior Center. Is there coordination with the Senior Center on this grant as the Senior Center is also engaged in design, prioritization, and funding related to the Fairbank Community Center ALD and Audio Visual?

4 Chair Russo: I have to defer to staff and/or PBC on this.



Sudbury Commission on Disability Transition Plan of July 2021 Subcommittee

Minute DRAFT

Friday, September 23, 2022

9:00 AM

Open Meeting

1. At 9:09 AM Liesje noted a quorum present and took roll call. Karyn Jones, Kay Bell, and Liesje Quinto – present. Also present Interim Town Manager Maryanne Bilodeau and Combined Facilities Director Sandra Duran.
2. Liesje read virtual meeting protocols.
3. Kay volunteered to do the minutes.
4. Kay noted that the newly assigned Liaison from the Council on Aging, Marilyn Tromer, was in attendance in the audience and offered a brief welcome.

Minutes

The minutes from the July 27, 2022 Transition Plan of July 2021 were shown by Kay, who produced them. Liesje moved and Karyn seconded that the minutes be approved as submitted. The motion passed unanimously by roll call vote.

Discussion / Action

1. Sandra Duran, Combined Facilities Director, showed what the Massachusetts Office on Disability (MOD) online grant application looks like. The text for the fields is to be compose in advance and pasted in.
2. Sandra then showed draft content for three distinct projects for grant applications: Accessible water fountain/bottle filler appliances, accessible routes into recreation fields, and assisted listening devices and technology of different types.
3. **Accessible water fountain/bottle filler appliances:** About \$5000 each. Nineteen at various locations in schools and town buildings with one to be located outdoors at Haskell Field.
4. **Accessible routes into recreation fields:** Some will be paved paths, others crushed packed granite. Variety of locations. Feeley Field is already in a Park and Recreation Department project, so will not be in this project.

5. **Assisted listening devices and technology:** Hearing loop technology (wire in walls of a room that cast the sound to cochlear implants, hearing aids, and listening devices) and other wireless hearing technology are involved. Meeting and gathering spaces (e.g. Curtis Middles School auditorium)
6. Sandra showed slides depicting the results of the funds voted at May Town Meeting 2022 for sink replacements at Noyes. Also work on an egress route there that is now accessible for emergency evacuation. There were pictures of an art room sink to be improved, alternate accessible entrances/exits at the community center construction site, adjustments to grab bars and dispensers as an example of making bathrooms truly compliant, and even the height change of a urinal for the same purpose. Karyn and others expressed appreciation of this progress.
7. If letters of support are to be written they are needed ASAP. Deadline for submission is September 30. The whole Commission on Disability (COD) would need to vote to do so. COD meets on Wednesday September 28 at 7:00 PM.
8. Maryanne suggested that reminding MOD that Sudbury has applied for Planning grants and for an Improvement grant in the past without success. She was told that in the pool of applicants Sudbury is seen as a wealthy town.
9. Kay said that at the May COD meeting Jeff Dougan, Assistant director for Community Services at MOD, came to present on the role of CODs. When asked about Sudbury's eligibility for an MOD grant (with the reminder that we'd applied before and never won a grant) Mr. Dougan suggested explaining that explicitly in the application.
10. Kay pointed out that Sudbury took full financial responsibility for obtaining a Self Evaluation and Transition Plan, contracting with the top-notch professionals at the Institute for Human Centered design.
11. Members of the Transition Plan Subcommittee will each draft a letter to be available for working on if the COD votes in favor at that meeting. Water fountains – Karyn; accessible routes to fields – Liesje; hearing technology – Kay.
12. Liesje needed to leave the meeting at 10:00 AM.

Close Meeting

1. Future meeting dates: TBD
2. Future agenda items: TBD
3. Adjournment: Karyn moved and Kay seconded the motion to adjourn. Motion carried unanimously by roll call vote. Kay adjourned the meeting at 10:03 AM.

