

Sudbury Commission on Disability Meeting Minutes

Thursday, May 4, 2023

Kay Bell, Chair, called the virtual meeting to order with roll call at 7:33 PM.

Members present (all): Pat Brown, Cameron LaHaise, Kay Bell (Chair), Liesje Quinto (7:36 PM)

Applicants for membership present, non-voting: Cheryl Wallace, Pat Guthy

Kay read remote meeting protocols; will produce the minutes.

Kay offered opportunity for public comment. None was offered.

Reports:

1. Kay reviewed outcomes of Town Meeting articles on which the COD took positions : 19 Curtis MS A/V System Replacement, 42 CPA Fund – Accessible Pathways of Town Properties, 44 CPA Fund – Curtis Outdoor Health and Wellness Space were all on the Consent Calendar, so were passed early and easily. 14 Transportation Programs, 15 Fairbank Community Center A/V Equipment and Associated Funding, 45 CPA Fund – Feeley Field Improvements Phase II were spoken for in favor on behalf of the COD by Pat Brown and Kay Bell. Those three articles also passed.
2. Kay reported on the collaboration with Sudbury Wayland Lincoln Domestic Violence Roundtable panel event: Preparations for the May 21, 2023 6:30 PM discussion of issues and intersections of relationship abuse and disability are complete. Kay will circulate the flyer by email and asks members to share it as they think useful. COD will fund the American Sign Language interpretation.
3. Pat Brown corresponded with Evan George, the grant administrator at Massachusetts Office on Disability, regarding how to make Sudbury's grant requests more competitive. He gave positive feedback about the applications submitted in the last cycle and emphasized readiness to complete projects in the one-year timeframe. Pat praised the work done by Sandra Duran, Combined Facilities Director, and Maryanne Bilodeau, Assistant Town Manager, to prepare and submit the set of three grant applications in 2022.

Cam led a check-in on goals:

1. 30th Anniversary: Pat Guthy reported that Sudbury Farms/Roche Bros will donate a \$100 gift card for refreshments. The Town bylaw regarding small single serve water in plastic bottles prohibits the sale of them and allows their distribution at functions. Roche Bros. may provide boxed single serve water for the reception. Invitations have gone out and RSVPs have begun coming in. We will contact the Goodnow Local History Librarian about accessing archives. The Legislative Resolution, a display of an "honor roll" listing all members who have served, and several speakers will be part of the event on May 21, 2023. Sudbury TV will record the remarks for later viewing. Kay will follow up on proper procedure for receiving gifts. Pat Brown asked if there is a backup for tracking invitees and RSVPs. Pat Guthy, Kay, and Cheryl Wheeler have been sharing such files and can back each other up if needed.

2. Cam marked the goal related to Town Meeting Warrant Articles as completed.
3. Pat Brown asked if Cam could format the Goals document so it displays all information in each cell completely. Cam said it is an easy fix and she will implement that.

Financial Spending Guidelines

1. Members examined and discussed the COD spending history, mandates for actions specified in MA General Law Chapter 40 Section 8J, handicap parking fines policy in MA General Law Chapter 40 Section 22G, and a draft motion for a policy for spending. Additions and amendments to the draft policy were made.
2. Cam moved to adopt the spending guidelines as discussed and amended. Pat Brown seconded the motion.
3. There was discussion of whether these guidelines would be part of the COD Bylaws. They would not be with this vote, but could be considered to be added to the bylaws using the amendment procedure specified in those bylaws. Pat Brown asked about and Kay explained that the COD Bylaws, developed as per MOD guidance, are differentiated from the Town's General Bylaws.
4. Kay took a roll call vote and the motion carried unanimously.

Web Page Updates

1. Pat Brown reported that items approved at the April 6 meeting for updating the COD are in the queue for implementation and not completed yet.
2. The Assistant Town Manager posted the ADA Municipal Grievance Procedure to the Town Manager's web page. She then posted this document to the COD Documents page. The public posting of a grievance procedure is a baseline ADA requirement and was enumerated in the Transition Plan. For months the COD has refrained from having changes made to the website without a vote. This posting, as useful as it may be, was done outside of that process.
3. A list of five action items for adding/removing documents, adding an "FAQ" and renaming two documents as listed in the supplementary materials was discussed. Cam moved that Pat Brown follow up on the list of action items as discussed. Kay took a roll call vote and the motion passed unanimously.

Transition Plan

Liesje explained that the Subcommittee had not met. She noted that some improvements listed in the plan have been implemented in the schools. Kay noted that several Town Meeting articles passed will provided funding to address many items in the Transition Plan. Discussion of the benefits of public reporting of completed items and near-term plans ensued.

Membership solicitation article for webpage

1. Kay explained that her term and Pat Brown's term expire on May 31. Pat Brown said she is not requesting reappointment. Kay said she has already applied for a reappointment. Were

the three pending applications to be approved and those applicants appointed, the number of members would then be five, leaving four seats vacant. Kay presented a draft of an article to solicit interest in membership. Pat Brown suggested inserting the link to the Town's general application. Using the newly designed COD seal as the graphic.

2. Liesje moved and Pat Brown seconded the motion to authorize Kay to submit the article as drafted and discussed to the Town administration for posting as soon as possible. Kay took a roll call vote and the motion passed unanimously.

Committee Connections

1. Kay reported that the Housing Production Plan Working Group has not yet met and that Adam Duchesneau would likely communicate directly with Cam and Liesje as members sharing COD representation as that progresses.
2. Kay reported that the passage of Article 14 to continue to support the GoSudbury transportation programs plus the possibility of receiving yet more funds from the state based on the efforts of Representative Carmine Gentile will be extremely helpful in the process of transitioning support for these services into the Town operating budget. The Annex program is progressing toward full function. It will provide reasonable accommodation for riders with disabilities that prevent them from using the Uber part of GoSudbury which does not offer wheelchair accessible vehicles nor drivers trained to work with riders who are blind, deaf, or have other types of disabilities Grant funding is also been pursued.
3. Cheryl encountered representatives of MetroWest Regional Transit Authority at an event in Framingham. She mentioned that the Route 20 Shuttle that no longer operates remains as information on their website. Cheryl also found that there is a malfunctioning link on the GoSudbury webpage. Kay will bring those notes to the attention of Transportation Committee.
4. SPS SEPAC has several parent support group meetings ongoing. Their annual education programs are complete for the year and they will have their annual meeting in June.
5. Diversity, Equity, and Inclusion Commission has requested that the COD nominate a member to serve in the Advisory seat designated. Two applicants for membership are interested. Cam suggests that without knowledge of who will be members the Commission not act but that we explain to the DEI our intent to fill the position as soon as we can.

Community Connections

1. Kay reported on two incoming community contacts in April. There was some discussion of how people can request accommodation.
2. At the monthly networking meeting of the Town Social Worker Kay learned of the effort of the Gifts of Hope Unlimited (GOHU), the fundraising group supporting efforts of the Sudbury-Wayland-Lincoln Domestic Violence Roundtable, to procure a grant from Sudbury Foundation. Kay presented a draft letter of support for the application GOHU recently

submitted. After discussion amendments were made. Liesje moved and Cam seconded that Kay be authorized to send the amended letter to Sudbury Foundation on behalf of the Commission. Kay took a roll call vote and the motion carried unanimously.

3. Sudbury Cooperative Preschool sent a message inviting us and many community groups to have information or activity tables at the Family Pride event they are holding on June 11. Goodnow Library and several community groups and businesses are supporting the event. Kay is available. Pat Brown moved and Liesje seconded the motion that the Commission Disability have an information table at the Family Pride event on June 11. Kay took a roll call vote and the motion carried unanimously.

Future Agenda Items

1. Liesje suggested reaching out to Chief Nix to inquire about what steps are needed to make the parking rules enforceable.
2. Pat Guthy suggested that the COD form a group (subcommittee) to write a request for a grant provide education for the community and businesses about accessible parking and to bring our accessible parking spots up to enforceable standards. Cheryl noted it could be possible to work in a unified effort to help Title III organizations and groups desiring to change parking for the better.
3. Kay noted that June meeting is the annual meeting. Bylaws require that officers be elected in June and that the Bylaws be considered, though no action is required to amend if there are no amendments offered.
4. Pat Brown noted that MGL Chapter 40 Section 8J indicated one seat to be filled by town staff or other town official. Kay explained that prior Town Managers were asked but chose not to appoint anyone in that capacity. Pat Brown suggests the COD ask the ne Town Manager, Andy Sheehan.

Adjournment

Cam moved and Liesje seconded the motion to adjourn the meeting. Kay thanked those who attended the meeting and Sudbury TV for their work covering the COD. Kay took a roll call vote and the motion passed unanimously.

The meeting was adjourned at 10:04 PM.

Total time: 2:31

Minutes respectfully submitted by Kay Bell.