



**TOWN OF LUDLOW, MASSACHUSETTS**  
**COMMISSION ON DISABILITY**

**CHAIRPERSON: BEVERLY BARRY**  
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**Ludlow Commission on Disability**

**Minutes of meeting held on**  
**June 30, 2021**

**Present:**

**Beverly Barry, Chairperson**  
**Joanne Odatto-Staab, Vice Chairperson**  
**Julle DiCesare, Member**  
**Mike Jarzabek, Member**  
**Tara Bronner, Member**  
**Diane Shea Walton, Member**  
**Kerry Hotelling, Member**  
**Margaret Scott, Member**  
**Harry Mills, Member**

**Guests: Darlene Meak**

**Carrie Lynne Coombs**

**I. Called to Order: 6:30 P.M.**

**II. Mail/Correspondence:**

1. None reviewed at this time

**III. Agenda**

1. Welcome and introductions of newly appointed members to the Commission. We are now at full membership.
2. Distribution and overview of Commission on Disability By-Laws.
3. Distribution and overview of Town of Ludlow By-Laws as it relates to Section 15: Parking of Vehicles of Handicapped Persons
4. Trainings: Overview of CAMP Training and Conflict of Interest mandatory State Ethics test for board members

**IV. New Business**

1. Town directory doesn't list ADA Coordinator by phone as well as on the website. Beverly will contact Gary Blanchard as to how to get this update as someone calling in or looking on the website wouldn't know to call the Veterans Service Coordinator who is also the ADA Coordinator.
2. An updated flyer as well as a manner in which to be included on the town's website was discussed. A possible drop down menu where an individual could complete or at least access a Complaint Form should be included. Gary Blanchard in IT will need to be contacted
3. Extensive conversation occurred related to available handicap parking and accessibility to local establishments in the Ludlow community.
4. Discussion occurred related to enforcement of handicap parking violations: Informational notices that can be placed on violator vehicles were shared.
5. File cabinet/folders of past Commission records were noted as well as the need to update information. Discussion occurred related to future meetings to be held at the new Senior Center. Beverly will speak with the Commission liaison Selectman James Gennette to arrange a tour and discuss possible options.

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6. Margaret questioned the availability of funds allocated to the committee. It was shared that at this time the Commission does not have a budget and if there was a need for funds, we would have to approach the Selectman with a specific request. Also it was shared that any funds generated by activities of the Commission goes into the town's General Fund. Margaret also mentioned the need for Commission office positions be discussed.
7. Kerry made a motion for the next meeting that each member present ideas for future directions for the Commission to address, Diane seconded.
8. Margaret made a motion to engage the reporter from the Ludlow Register, Michael Harrison, to keep him regularly updated of Commission activities, Tara seconded.

**V. Old/Unfinished Business**

1. Discussion occurred at prior Commission mtngs related to accessible precinct voting and the need to look at it closely to meet the needs of different challenges related to disabilities
2. Discussion occurred related to accessibility in getting a transponder as you have to enter from the rear entrance which does not have handicap parking

A motion to adjourn was made by Harry, seconded by Diane. Vote 9-0. Meeting adjourned at 7:45 p.m.

**Next meeting date: Thursday August 5, 2021 6:30 PM (Location at this time) Room #1, in the First Floor Conference Room.**

**Please Note: We are attempting to re-activate our previous email account, [Dis.Comm.Ludlow@gmail.com](mailto:Dis.Comm.Ludlow@gmail.com), password, Abllity&488. This can be used to connect with each member rather than using a personal account.**

Respectfully submitted,  
Joanne Odat-Staeb, Vice Chairperson

  
Minutes accepted as read

By Bruce Barry Date 9/16/21

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