



TOWN OF LUDLOW, MASSACHUSETTS

COMMISSION ON DISABILITY

CHAIRPERSON: BEVERLY BARRY
EMAIL: Dis.Comm.Ludlow@gmail.com
TTY: (413) 583-5668

ADA/VETERANS COORDINATOR:
ERIC SEGUNDO
TELEPHONE: (413) 583-5600 ext 1290
EMAIL: esegundo@ludlow.ma.us

Ludlow Commission on Disability

Minutes of meeting held on
September 16, 2021

Present:
Beverly Barry, Chairperson
Joanne Odat-Staeb, Vice Chairperson
Kerry Hotaling, Member
Tara Bronner, Member
Julie DiCesare, Member
Diane Shea Walton, Member
Margaret Scott, Member

Absent: Mike Jarzabek, Member
Harry Mills, Member

Guests: Darlene Meak
Carrie Lynne Coombs

RECEIVED
TOWN CLERK'S OFFICE
2021 OCT 29 A 9 14
TOWN OF LUDLOW

- I. **Called to Order: 6:34 P.M.**
- II. **Review of Minutes Corrected 6/30/21:**
 1. Review of corrected minutes from June 30 2021 meeting: Motion to accept, Tara Bronner, seconded by Kerry Hotaling. 7-0 in favor
- III. **Review of Minutes 8/5/21**
 2. Review of minutes from August 5, 2021 meeting: Motion to accept, Julie DiCesare, seconded by Tara Bronner, 7-0 in favor
- IV. **Board Reorganization**
 1. Duties of each office holder was discussed, following nominations and acceptance:
 - a. Board Chairperson: Beverly Barry, nominated by Margaret Scott, seconded Kerry Hotaling, 7-0 in favor
 - b. Board Vice Chairperson: Tara Bronner, nominated by Diane Walton, seconded Kerry Hotaling, 7-0 in favor
 - c. Secretary: Joanne Odat-Staeb, nominated by Tara Bronner, seconded Margaret Scott, 7-0 in favor
 - d. Treasurer: Julie DiCesare, nominated by Kerry Hotaling, seconded Tara Bronner, 7-0 in favor
- V. **Conflict of Interest Certification:** Tara, Kerry, Julie, Beverly and Joanne have completed the training. Margaret and Diane will follow-up to complete. Certification form that is printed at the completion will need to be copied (for personal records) and submitted (can be emailed) to the Town Clerk Kim Batista at clerk@Ludlow.ma.us
- VI. **Home Modification Program:** Julie reviewed the details of her conversation with Shirley Stevens at the Pioneer Valley Planning Commission (PVPC) regarding the Home Modification Loan Program. Julie had previously shared a detail update of this conversation to all commission members via email on 9/9/21. Shirley provided great information is extremely interested in establishing a relationship with this Commission in order to better offer services to the town citizens. Shirley expressed that there has not been a relationship with any of the town service providers and would like to build a better resource. There is no wait-list for funds however they are in the process of hiring staff to assist with applications. A motion to collaborate with the PVPC to get this information out to potential citizens in needs was made by Joanne, seconded by Julie, 7-0 in favor. Julie will remain a liaison to communicate with Shirley at the PVPC.

Tara will draft a letter to reach out to other potential departments i.e. Veterans, Department of Special Services (Eva Tillison), local churches as to possibly utilizing the Home Modification Loan Program. Discussion also occurred that it might be helpful to reach out to the Police and Fire Dept. as they may have had interactions with individuals and/or families that might be able to benefit from some adaptations. Shirley shared a digital copy of the recent PVPC flyer regarding the home modification loan program which we can attach to our eventual letter as well as link it to the town website under the Disability Commission.

VII. Senior Center: Kerry met with Jodi Zapke at the Senior Center to discuss options of collaboration, potential shared meeting space, and especially regarding the option to set up "Meet and Greet Resource Table". Kerry expressed that Jodi was very pleasant to speak with and felt a resource table would be very helpful to a variety of Ludlow Citizens. Jodi suggested that a 10-11:00 or 1-2:00 time frame would be better as not to interrupt the lunchtime. At this time Eric Lessar goes into the center on a monthly basis as well. Jodi would need to know by the middle of the prior month in order to set the date and share the information in the newsletter. Discussion occurred related to the need for the Commission to gather current and relevant material for distribution, which will take some time. With regards to shared meeting space, Jodi said there is no keypad entry to Senior Center and she is not ready to distribute a key at this time. Kerry will remain a liaison to communicate with Jodi at the Senior Center.

VIII. Correspondence/Old Business/New Business:

1. Website: Discussion occurred related to what information should be included. Beverly will contact Gary in IT.
 - a. Posting should include the recent board reorganization status
 - b. The commission email address
 - c. The Commission Mission Statement
 - d. Relevant links to agencies especially state and local offices/services i.e. MOD (Mass Office on Disabilities), PVPC, MRC, MCB, Caption Call, etc. (Many of these are listed on our old Commission flyer.)
 - e. A current calendar listing Disability months. Margaret will look for a listing on this.
2. Increase the awareness of the Commission/Services for the community
 - a. Update our current flyer: Beverly will send a digital copy of the Commissions older flyer so that each member can look at possible amendments.
 - b. Get Business Cards for Commission members. Create generic cards without names but include a space in which to write individual names and contact information. Beverly will speak with Ellie about funds for the purchase of cards
 - c. Development of a Facebook page. Margaret will check to see if other Disability Commissions have a Facebook page. Diane will post information on the Ludlow Forum just to let people know of the existence of the Commission.
 - d. Discussion also occurred regarding listing out this information in the Ludlow Register. Beverly will contact the editor that completed the prior articles, Michael Harrison mharrison@turley.com to discuss the interest further. Tara suggested the option of having the Ludlow Register to do an article to "highlight individuals with disability in our community".
 - e. Training: CAMP training is only being offered virtually. Bev will contact the state to determine how that happens and what is specifically involved for participation
3. Areas previously discussed:
 - a. Accessible precinct voting and the need to look at it closely to meet the needs of different challenges related to disabilities.
 - b. Accessibility in getting a transponder as you have to enter from the rear entrance, which does not have handicap parking
 - c. Accessibility to handicap parking in order to access building and programmatic services in the community as well as the various eateries'. Beverly will get a list of businesses in Ludlow and share with Commission members. Members could share in looking at different establishments. However we need to be consistent with what we are looking at to note. At prior meeting, Harry offered to initially compile this information with input from all members.
 - a. Beverly will ask the ADA coordinator to bring the specific spacing requirements when he presents at our Commission meeting. Beverly will ask if he is able to attend our next meeting.

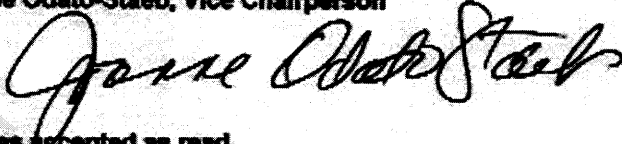
A motion to adjourn was made by Diana, seconded by Julie. Vote 7-0. Meeting adjourned at 7:39 p.m.

Next meeting date: Thursday October 14, 2021 6:00 PM Town Hall, Room #1, in the First Floor Conference Room.

Please Note: The Commission email account is, Dis.Comm.Ludlow@gmail.com, password, Ability&488. This can be used to connect with each member rather than using a personal account should you choose to use it.

Respectfully submitted,

Joanne Odato-Staeb, Vice Chairperson



Minutes accepted as read

By Benny Gray Date 10/14/20

RECEIVED
TOWN CLERK'S OFFICE
OCT 29 A 9 38
TOWN OF LUDLOW