



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

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

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

Ludlow Commission on Disability

Minutes of meeting held on
October 27, 2022

Present:

Tara Bronner, Vice Chairperson
Julie DiCesare, Treasurer
Joanne Odato-Staub, Secretary
Harry Mills, Member
Diane Shea Walton, Member

Absent:

Michael Jarzabek, Member
Beverly Barry, Chairperson

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TOWN OF LUDLOW
2023 JAN - 9 AM

- I. Called to Order:** 6:03 P.M. Role Call and Signature Attendance Sheet shared
II. Review and Accept Minutes: Julie DiCesare motioned to accept, Harry Mills seconded, 5-0 in favor
III. Budget/Expense Sheet:

- a. Tara Bronner motioned to have Julie DiCesare designated the individual responsible for approving, sign and submit all matters related to the Commission Budget. Harry Mills seconded 4-0 in favor.
- b. The Oath of Payroll form was completed and will be submitted.
- c. Julie shared that all reimbursement for purchases will be for the tax-exempt amount. The town has multiple agreements for local merchants not to charge the tax amount. You need to show the sales clerk your current membership card.
- d. Discussion of possible purchases (customized Easy-up cover tent, light-weight folding table, lightweight chairs, Transport wagon/hand truck, 2 rack card holders) occurred. Harry shared the hand/truck wagon was available at Costco and he would pick one up to use to transport flyers, tables, chairs, etc. Diane will check out costs for customizing an Easy-up. Tara will check out the cost for the rack cardholders.
- e. Julie will inquire from the Town Accounting Office, as to how donations can occur and be listed within the Commission overall budget.

IV. Celebrate Ludlow:

- a. A VERY successful event and a nice consciousness about the needs of all individuals. Parking, accessible walk-ways, Police support, good traffic pattern, informed visitors of October being National Employment Month.
- b. Joanne re-shared the email from Sharon Carpenter, a friend of a visitor that spoke with one of the Commission members at the table. Tara will reach out to discuss her possible interest in becoming a member of the Commission.

V. Recruitment of new members:

- a. Tara reached out again to Michael via email about his participation on the board, without any response. Tara will attempt to phone Michael directly along with another email attempt, especially as we are currently looking to fill two vacancies and if he were not able to continue with the Commission, we would need 3 new members.

- b. Discussion occurred that it even though 9 members is not a requirement, it helps in sharing information, ideas and perspectives (and responsibility) to address the need for support of many people.
- c. Beverly offered to draft a letter from the Commission to various town committees, boards, councils and departments about the Commission as well as to let others know we are looking for new members. (Thanks Bev!) Joanne shared the draft and discussion occurred as to possible edits. Joanne will provide a final copy for review.

VI. Lunch and Learn - Increasing Town Awareness of Commission:

- a. Julie shared that she had a recent conversation with Shirley from the PVPC and that there has been a big change in personnel and department expectations within the program. Shirley was unsure if she or any of her staff would be available to present at the Lunch and Learn event on 11/30 at noon, at the Senior Center. Julie will stay in regular contact with Shirley. The members discussed a possible "back-up" plan rather than cancelling the event, (possibly a Ludlow resident that has used the modification program). Julie will also ask Shirley to send out print information that can be shared. Harry suggested that information about the housing modification program along with the commission flyer be placed on each of the lunch tables in preparation for the discussion.
- b. Commission members are still very interested in starting a Facebook page. This will be discussed further at the next meeting.
- c. Discussion occurred about inviting various town departments/committees and town public service providers (i.e. new town building inspector - Leslie Ward, Board of Health - Paulina Matusik, Kevin Vestal - Ludlow Rotary, Ludlow Cultural Council etc.), to speak at a commission meeting. Tara and Diane will reach out to the Ludlow Cultural Council to see if they would be interested in coming to the 11/17 meeting.
- d. Discussion will continue regarding developing a "resource" brochure that might include access to Caption Call, Eversource options, town robo phone notifications for people using TTY, Society cost specialized equipment from agencies, disabled veterans program, etc.
- e. Town website: Marc Strange updated the resource list on the town website and posted a notice of October Disability Awareness on the digital board outside of the town hall. Thanks so much Marc!

VII. Correspondence/Old Business New Business

- a. Correspondence: Invitation from UCP to attend an event to recognize one of their volunteers.
- b. Commission Positions: Members discussed the status of Tara continuing as a Vice Chairperson and the need (such as the recent filing of the Oath of Payroll form requiring a signature from the Chairperson) or officially assuming the role of the Chairperson. Joanne had a prior discussion with Beverly Barry (the current chairperson out on extended medical leave) regarding this status. Members shared how much Beverly is a key player on the commission and her wealth of knowledge and experience is extensive, so it was important to keep her connected with the commission, but recognized that it was important to have all of the positions active on the commission. In fact, even with her current medical leave, Beverly has assisted in completing task and sharing information when possible. Joanne shared that Beverly was supportive of staying listed as the chairperson or changing her role to a member until she is able to return fully. Discussion occurred as to possibly have her listed as Chairperson Emeritus in respect for all that she has contributed and continues to contribute. This will be discussed further as there are limited members at this time.
- c. Emergency Notifications: There continues to be an issue with the town TTY access. Joanne has reached out to Massachusetts Commission for Deaf and Hard of Hearing (MCDHH) as well as MOD to assist in addressing this concern and if we can schedule training. Joanne and Marc Strange have been in communication on resolving this issue and will continue to facilitate making the TTY access usable and allowing for individuals to receive emergency robo calls through the town alert system.

d. **Accessible handicap parking:** Harry has been visiting different sites and will develop a listing of locations he has visited and the current status. He shared that he has visited the new Chas Ice Cream & Grill on 329 West Street regarding upright signage and will gather the regulations on parking. Discussion occurred about getting a listing of all local businesses and reaching out in a supportive, informational manner to see if we can help to promote their business as "accessible friendly". All members felt it was important to help business owners feel valued.

e. **Not Discussed from prior meetings:**

1. Live Closed Caption of ADA meetings – The notes from the prior meeting is as follows: "Discussion occurred regarding LCTV could only place closed caption on the replays and not with the live meetings. Eric Segundo suggested emailing Mike (IT) to try and address the option to do live closed caption of town meetings."
2. Town ADA Compliance – The notes from the prior meeting is as follows: "The town will be conducting an Annual Walk-through to address ADA compliance. Eric shared that the AG's office has an ADA Coordinator should we need to reach out to them."
3. Library Access – The notes from the prior meeting is as follows: "Tara volunteered to reach out to the library to make sure reasonable accommodations include programs and services offered."
4. Training: CAMP training

A motion to adjourn was made by Joanne Odato-Staeb, seconded by Diane Walton. Vote 5-0. Meeting adjourned at 7:15 p.m. Due to the Thanksgiving holiday, the next meeting date: Thursday November 17, 2022 6:00 PM Town Hall Room #1, in the First Floor Conference Room. NOTE: All future meetings will occur on the 4th Thursday of each month. Reminder, there will not be a scheduled meeting during the month of December.

Respectfully submitted,

Joanne Odato-Staeb, Secretary

Minutes accepted as read:

By Tam Date 11/17/22

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