



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

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Ludlow Commission on Disability

Minutes of meeting held on
November 17, 2022

Present:

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

Absent:

Michael Jarzabek, Member
Beverly Barry, Chairperson
Guest: Jenny Wright

- I. **Called to Order:** 6:02 P.M. Role Call and Signature Attendance Sheet shared
II. **Review and Accept Minutes:** Harry Mills motioned to accept, Julie DiCesare seconded, 5-0 in favor

III. Budget/Expense Sheet:

- a. Julie reviewed current budget. Harry will be purchasing a hand truck/wagon combination in order to transport items for presentations/fairs/etc. He will be purchasing this from Costco but will check first at the customer service for tax exempt process. Diane shared info related to pop-up tent but did not know the tax exempt number. Tara will connect with Kim to get the number and give it to both Harry and Diane in order to make these purchases. Julie offered to "house" the items in her garage so everyone can have access. Tara will check out the cost of the rack cardholders.
- b. Julie spoke with Cindy in the Town Accounting Office regarding donations. At this time funds will continue to go into the general fund but we can track them separately if we want to know for our annual report.

IV. Increasing Town Awareness of Commission:

- a. **Lunch and Learn:** Julie shared that she has been in recent conversation with Pioneer Valley Planning Council. They have reorganized and the Home Modification Program will now be managed by WayFinders. WayFinders will send a representative for the 11/30 event at the Senior Center. They will bring along updated applications and information to share. They will also be available for a question/answer period on the 30th.
- b. **Social Media:** Commission members are still very interested in starting a Facebook page. This will be discussed further at the next meeting.
- c. Discussion occurred to continue to invite 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.
- 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, free of cost specialized equipment from agencies, disabled veterans program, etc.

V. Recruitment of new members:

- a. Tara reached out again to Michael via email about his participation on the board. Michael apologized and shared that he will be resigning from the Commission as he has taken on several other committee memberships and did not have the available time to meet all obligations. Tara asked that he put the resignation in writing to the board as the Commission is attempting to recruit new members.
- b. Tara had also posted on the Ludlow Community Forum that resulted with Jenny Wright attending as a visitor to further determine the expectations of the Commission and her ability to meet those expectations. Jenny did express interest and also thought her husband might be interested. She will get back to Tara after the holidays. Tara shared there were other individuals that expressed an interest and she will follow-up with them further. Jenny also shared that she is a private therapist and also has been a yoga instructor for people with disabilities as well as elders.

VI. Ludlow Cultural Council:

- a. Sharon Clark and Larry Goodreau attended the meeting and shared information regarding their Council as well as to ask for input from the Commission on Disability when they are planning for community events. Specifically, they often struggle to make sure they address accessibility for all. They also shared information on the local grants (applications currently closed) and how we might collaborate and ideas to promote and recognize artistic skills of Ludlow community members with disabilities. Discussion occurred as to a variety of community locations that might create more access for all Ludlow residents. Sharon shared that although the funding of grants from the local Council, the Massachusetts Cultural Council still has funds. Tara will check the website for the Massachusetts chapter.

VII. Correspondence/Old Business New Business

- a. Correspondence: Memo from Marc Strange, Town Administrator regarding the request for articles to be included in the Warrant for the January 9, 2023 Special Town Meeting. Articles need to be submitted by Monday December 5, 2022 4:00 PM
- b. Commission Positions: Positions will be discussed once several vacancies are filled.
- 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. Due to the upcoming holidays, this area will be addressed again at the next meeting.
- d. Accessible handicap parking: Harry continues to assess various public parking options and speaks directly with business owners by 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. Accessible business services: Jenny shared that she has had a struggle in the past with the locations of the plastic produce and meat bags. Although Big Y has a variety of reachable locations, many are way above height for her and many others to access. Although Jenny had requested assistance from a sales clerk, the location of some of the bags continue to be a challenge to reach. Diane offered to contact the managers at Big Y to bring this challenge to their attention and offer suggestions to relocate the bags.
- f. 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 its 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."

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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 Odatto-Staeb, seconded by Tara Bronner. Vote 5-0. Meeting adjourned at 7:25 p.m. The next meeting date: Thursday January 26, 2023 6:00 PM Town Hall, Room #1, in the First Floor Conference Room. NOTE: All meetings will occur on the 4th Thursday of each month.

Respectfully submitted,

Joanne Odatto-Staeb, Secretary

Minutes accepted as read:

By Tara Bronner Date 2/23/23

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