



TOWN OF LUDLOW, MASSACHUSETTS
COMMISSION ON DISABILITY

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Ludlow Commission on Disability

Minutes of meeting held on
February 23, 2023

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:

- I. **Called to Order:** 6:03 P.M. Role Call and Signature Attendance Sheet shared
- II. **Review and Accept Minutes:** Joanne Odato-Staeb motioned to accept. Harry Mills seconded, 5-0 in favor
- III. **Budget/Expense Sheet:**
 - a. Julie reviewed current budget balance of \$3,086.88. Margaret sent in the forms for reimbursement and Julie has submitted them for payment. Harry went to purchase the hand truck/wagon combination in order to transport items for presentations/fairs/etc. however it was out of stock. He will return to Costco and now has the form for the tax-exempt process. Diane now has the tax-exempt information and will reach out to purchase the customized pop-up tent. Tara Bronner made a motion to approve the necessary funds to purchase both items. Julie DiCesare seconded, 5-0 in favor. Tara will check out the cost of the rack cardholders and a folding table, Julie donated at least three chairs.
 - b. Discussion occurred related to using funds to purchase items/equipment to for loan in order to increase accessibility for individuals to town events. Tara will reach out to the Park and Recreation Department about the possibility of cost sharing options to increase access/accessible equipment. It was shared that Jake Oliveria had previously mentioned his support to find funds to increase town participation utilizing accessible equipment. Tara will also reach out to the Public Health Department about their loan program of medical equipment.
- IV. **Upcoming Trainings/Increasing Town Awareness of Commission:**
 - a. **Lunch and Learn:** Julie and Harry shared the success of the 11/30 joint presentation with the Pioneer Valley Planning Council at the Senior Center. Many residents attended, asked questions and took the print information. Tara will speak with the Ludlow Public Health Department to see if they might be interested in doing a joint presentation regarding the medical equipment loan program. A potential date was discussed for a July event.
 - b. **CAMP training:** Beverly shared (via email), information about the upcoming training being held. Unfortunately, most of the current members are unable to take time off of work or schedule the significant amount of time required in order to attend this training. Summer options might be easier to schedule.
 - c. **Annual Conflict of Interest Training/Certification:** This training needs to be completed by 2/28/23 and if all on-line. There is a new updated version and email link that was shared.

d. **TTY/TDD Access Training:** Joanne shared correspondence that has been occurring between MCDHH and Marc Strange in order to provide an in-service training on the best options to increase phone access and usage for community members. It was determined that a virtual training would create the best option for multiple participants from various town offices as well as commission members. Joanne will reach out to Jonathan O'Dell at the MCDHH office to coordinate a training as well as request the possibility of the in-service being recorded for those who might not be able to attend initially.

V. **250th Town Celebration:** Discussion occurred regarding representation on the committee to especially to help address access and participation for individuals with disabilities. Tara will reach out to Kathy Hurley and Linda Chapman Collette to discuss further. Kathy Ouimette (413-589-7994, kathleenouimette1977@gmail.com) from the Celebration Committee is looking for additional volunteers.

VI. **Correspondence/Old Business New Business**

- a. **Correspondence:** Annual Town Reports due: Beverly completed and submitted the information required for submission for the Annual Town Report. Memo from Marc Strange, Town Administrator regarding the request for articles to be included in the Warrant for the May 8, 2023 Special Town Meeting.
- b. **Commission Positions/Members:** Positions will be discussed once vacancies are filled. Tara again reached out to Michael regarding his participation on the board. Joanne Odato-Staeb made a motion to remove Michael as a member of the Commission due to lack of attendance, status of submission of resignation to the board and communication regarding his status. Diane seconded the motion, 5-0 in favor. Tara will reach out to Jenny Wright (guest who previously visited), Diane will reach out to Beverly Dudley who expressed an interest as well, and Tara will re-post on the Ludlow Community Forum to recruit new members.
- c. **Accessible handicap parking:** Harry and Julie shared a concern from a participant at the Lunch and Learn event related to a new/change in handicap parking at CVS. The current location is not identified well and access to the doors can sometimes be compromised. Julie will write a letter to CVS to support the increased parking option as well as the challenge with location and identification. It continues to be the commission policy to reach out to local businesses in a supportive, informational manner to see if we can help to promote their business as "accessible friendly". All members continue to feel it is important to help business owners feel valued. Discussion occurred that the town handicap parking access to voting sites have been resolved.
- d. **Accessible business services:** Diane reached out to Big Y regarding the locations of the plastic produce and meat bags. The manager will make every effort to insure there are sufficient locations available at lower levels.
- e. **Business Cards:** Julie will bring additional business cards to distribute to members at the next meeting.
- 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 is 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. Social Media: Commission members are still very interested in starting a Facebook page. This will be discussed further.

5. 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.
6. 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.

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A motion to adjourn was made by Joanne Odatto-Stach, seconded by Tara Bronner. Vote 5-0.
Meeting adjourned at 7:15 p.m. The next meeting date: Thursday March 30, 2023 6:00 PM Town Hall, Room #1, in the First Floor Conference Room. NOTE:

Respectfully submitted,


Joanne Odatto-Stach, Secretary

Minutes accepted as read:

By  Date 3/30/23