



TOWN OF LUDLOW, MASSACHUSETTS
COMMISSION ON DISABILITY

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CHAIRPERSON: TARA BRONNER
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Ludlow Commission on Disability

Minutes of meeting held on
July 27, 2023

Present:

Tara Bronner, Chairperson
Joanne Odato-Staeb, Secretary
Julie DiCesare, Treasurer
Diane Shea Walton, Member
Christopher Harkins, Member

Absent:

Beverly Barry, Vice Chairperson
Jennifer Wright, Member
Harry Mills, Member

- I. **Called to Order:** 6:08 P.M. Role Call and Signature Attendance Sheet shared.
- II. **Review and Accept Minutes:** Christopher Harkins motioned to accept, Diane Walton seconded, 5-0 in favor.
- III. **Budget/Expense Sheet:**
 - a. Joanne contacted the town accounting office, and the Commission was approved for a \$4,900 budget. Apparently, the funding line is listed under Article 6, Special projects rather than an actual line in the budget. This will be resolved for the next fiscal budget year.
- IV. **Upcoming Trainings/Increasing Town Awareness of Commission: (the goal is to be present at least 1 event quarterly)**
 - a. **Library Stakeholders meeting Outreach:** Chris and Jenny were unable to attend the 6/12 meeting but will follow up with Tracy Snow and get the dates for the upcoming meetings to maintain a presence from the Commission.
 - b. **Lunch and Learn Senior Center:** It has been very challenging to get a commitment from Jodi for space to conduct any trainings and/or in-service events. Julie will reach out to Marc Strange to ask about sharing his time at the Senior Center to help promote the offerings through the health department as well as the Commission support.
 - c. **Park and Recreation outreach:** Diane will continue to reach out to gain a presence and Commission representation on the Park and Recreation committee.
 - d. **Community Outreach - TTY/hearing impaired access:** Joanne posted the Reverse 911 information on the Blackboard Connect services offered in Ludlow to the Reminder as well as the Register. Joanne will make copies of the articles to distribute during any Commission event. A more professional write up will be completed for future use and distribution to share with local physician and audiologists.
 - e. **Ludlow Cultural Council outreach:** The Commission will host a table at the Aug 6th and 20th Concert Series. Joanne spoke with the Exit 7 Theater, and they do have a separate fund dedicated for sign language interpreters. The members agreed to use any proceeds from the sale of snacks and drinks (water and a couple of soda options) to support disability access to theater productions. Joanne will pick up flyers, promotional information etc. from Exit 7 to be available for distribution during the concert events. Tara will reach out to Michelle from the Cultural Council for more details about an Art event they had mentioned previously. The option for the

Commission would be to attempt to promote art from individuals with disabilities preferably Ludlow residents.

- f. **Celebrate Ludlow 250th Town Celebration:** Diane has secured a table site location for the Commission to host at the October 14th event at Memorial Park.

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V. Town Physical Access

- a. **Accessible handicap parking:** Julie has still not received any information from the town building inspector regarding the signage at CVS, (the newly assigned handicap parking is still not apparent, and the current location is not identified well and access to the doors can sometimes be compromised). Tara will reach out to Leslie Word who is the ADA Coordinator and ask her to attend a Commission meeting. Harry will be placed on the agenda to update the members at the next meeting regarding the Alexandra Plaza as well as the Mazier Funeral home. The signage is not clear to identify handicap parking, as well as the parking access since the new renovations at Cha ice cream.

2023 AUG 31 11 A 8:40

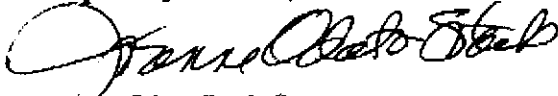
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VI. Correspondence/Old Business New Business

- a. **Correspondence:** No new correspondence
- b. **Commission Positions/Members:** Tara will be reaching out to Leslic Ward to confirm appointment as the ADA Coordinator and request the opportunity to meet the Commission members. Currently the Commission has one opening.
- c. **New Business:**
- i. Joanne shared updated letterhead. Also, the Commission file cabinet has been retained (the town is attempting to downsize the number of file cabinets) and is located in the back section of combined Meeting Room 1/2.
 - ii. Tara will work on putting together a draft to publish an article in the Register and Reminder about the updates of the Commission's activities.
 - iii. Tara and Joanne attended a virtual training offered through Massachusetts Office on Disability (MOD) related to Emergency Preparedness for Individuals with Disabilities. It was an excellent training and offered great resources including the opportunity for MOD to come to our area and provide a community training. This resource is one targeted by the Commission to increase Commission visibility as well as understand safety and emergency resources and preparedness. Joanne shared various flyers that were distributed when the Town offered a general response training this past March. Joanne and Tara will reach out to Marc Strange about offering this MOD training as well as to discuss the location in which to offer it in the community (i.e. Senior Center, Library, Exit 7, etc.)
 - iv. Discussion occurred regarding participation at the September Community Market on 9/30 and 10/1/23. At this time, it was felt that doing the Concert events as well as the Celebrate Ludlow would be the focus, not the Market at this time.
 - v. Live Closed Caption of ADA meetings - The Commission was informed that virtual/zoom presentations of meetings can occur which would provide additional community access, however not for individuals with hearing impairments. This option will continue to be addressed.
 - vi. Tara will reach out to MOD to determine the next CAMP training. Some discussion occurred regarding hosting a training through this Commission. Funds have been approved for member training under this FY budget.
- d. **Not Discussed from prior meetings:**
1. Town ADA Compliance - The note from the prior meeting is as follows: "The town will be conducting its Annual Walk-through to address ADA compliance.
 2. Social Media: Commission members are still very interested in starting a Facebook page. This will be discussed further.
 3. Discussion will continue regarding developing a "resource" brochure that might include access to Caption Call, Eversource options, free specialized equipment from agencies, disabled veterans' program, etc.

A motion to adjourn was made by Joanne Odato-Stach, seconded by Julie DiCesare, Vote 5-0.
Meeting adjourned at 7:07 p.m. The next meeting date: Thursday August 24, 2023 6:00 PM Town
Hall, Room #1, in the First Floor Conference Room.

Respectfully submitted,



Joanne Odato-Stach, Secretary

Minutes accepted as read:

By Tina Brown Date 8/24/23

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