



TOWN OF LUDLOW, MASSACHUSETTS RECEIVED
COMMISSION ON DISABILITY TOWN CLERK'S OFFICE

2025 AUG -4 A 8:11

CHAIRPERSON: CHRISTOPHER HARKINS

ADA COORDINATOR: BJ
TOWN OF LUDLOW

CHURCH

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Ludlow Commission on Disability
Minutes of meeting held on June 26, 2025

Present:

Christopher Harkins, Chairperson
Tara Bronner, Vice Chairperson
Diane Shea Walton, Treasurer
Joanne Odatto-Staeb, Secretary
Beverly Dudley, Member

Absent:

Harry Mills, Member
Tamara Huntley, Member
Jennifer Wright, Member

- I. **Called to Order:** 6:05 P.M. Role Call and Signature Attendance Sheet shared.
- II. **Review and Accept Minutes:** Beverly Dudley motioned to accept, Dianne Shea Walton, seconded, 5-0 in favor.
- III. **Budget/Expense Sheet:**

- a. **Budget Status:** Diane shared the current balance of \$4055.28 to work on making the final purchases for the year. Tara Bronner made a motion to purchase a pool access wheelchair with safety straps. Joanne Odatto-Staeb seconded, 5-0 in favor. Diane Shea Walton motioned to purchase identification signage for the handicap drop off as well as traffic-cone free-standing handicap seating area signage. Beverly Dudley seconded 5-0 in favor. Tara Bronner motioned to purchase two 16.5 portable walkways. Diane Shea Walton seconded 5-0 favor. Joanne will reach out to the companies to submit invoices as well as to Sharon LaDuke to encumber the funds prior to the close of the fiscal year. It is expected the estimated amount will be around \$3,900.
- b. **Fundraising:** Villa Rose restaurant for a fundraiser dinner was postponed due to limited time and opportunity to secure the ability to receive donations directly in support of developing a scholarship fund. Tara reached out to Kathy Groen (Friends of the Seniors) (589-1689 kgroen554@aol.com) for 505-3B non-profit funding option to determine if the funds generated can be held by the Commission to start a Scholarship fund and at this point confirmation could not be secured. Beverly reached out to the Lyons club and that was not an option. Further discussion on how this can be implemented will be discussed and possibly rescheduling the event for the fall.
- c. **Future Purchases:** Joanne will reach out to Mike Kennedy and Jame Mazik regarding their recommendations of items/options/actions on creating more access for the Ludlow community members with disabilities. Once their report is completed, they have offered a separate meeting with Commission members to discuss the outcomes.
- d. **Riverwalk Bench:** Tamara and Jen were informed that the purchase of additional benches for the River Walk are already being considered and will not need to be purchased by the Commission.
- e. **Handicap Parking warning stickers:** Chris will bring examples and costs for stickers to the July meeting.

IV. **Old Business/Correspondence:**

- a. **MOD Training:**
 - i. Beverly and Tamara are scheduled for the Sept 18th and 25th sessions. Unfortunately, Harry was unable to attend the second day of the training due to illness. Other members have work scheduling conflicts and will not be able to attend the options offered this year. Once Beverly and

Tamara attend. it will be a total of 5 (Joanne is previously certified) members which offers a solid foundation of the information.

b. **Subcommittees:**

i. **Town Accessibility:** (Harry, Tamara and Beverly)

1. **Whitney Park:** Diane will visit the pool to discuss the purchase of the access chair. Joanne received an email from Mike Kennedy and James Mazik regarding stating that the Wheelchair Access Picnic table the Commission purchased (and DPW installed) is not accessible. As part of Mike and Jim's assessment, Mike, who uses a wheelchair, was unable to sit at the table. Joanne will reach out to the company as it was listed as being wheelchair accessible. Because the table is already installed, Joanne will reach out to Debbie Gates at Whitney Park to see if there is the option to install a picnic table based on the recommendations provided by Mike and Jim. This news was very disappointing. In addition, they shared that the "handicap" accessible Sani-can, is not accessible and because the main access gate is locked on weekends, there is limited access for the community to use. Further discussion will occur with the town after their report is complete. Tara shared that the Safety Committee meeting was cancelled, and she will continue to reach out.
 2. **Events offered in town:** Debbie Gates through the Recreation Department, is responsible for scheduling of events, especially at Memorial Park. The recently ordered portable walkways and signage can be offered to an event holder to create specific access seating and additional walkways for individuals with disabilities. Joanne will reach out to Debbie regarding this additional resource.
 3. **ADA Coordinator:** Chris will attempt to get BJ to attend Commission Meetings at least quarterly or if there is an issue raised in the community. Chris will reach out to Marc Strange about BJ's availability to the Commission to discuss accessibility concerns. This continues to be an issue as BJ has not responded to repeated attempts to contact.
- ii. **Scholarships:** (Tara, Jenny, Chris) See updates under Fundraising.
- iii. **Disability Commission Policies** (Joanne, Jenny, Diane). With input for others, Joanne completed the draft of the letter to business regarding any disability access concern. Joanne will share the copy digitally to all members.

V. **New Business:**

a. **Member Updates/Commission membership:**

- i. One voting member slot is still open. Through Tara, Harry asked to continue his participation on the Commission. He has started a new medication and is hopeful that he will feel well enough to continue. All members are in favor of Harry's choice.
- b. **Memorial Picnic Table Dedication:** This will be discussed at the July meeting. Concern about the table is a consideration.
- c. **Big Y Accessibility:** BJ Church sent out an email stating the resolution of the issue of the path to the back of Big Y. BJ stated, "The Building Department has gone out to this location and reviewed the current problem. The poles seem to be on private property and the placement of the poles is to the back of a busy Plaza where safety would be an issue. No permit is required for the placement of these poles that were placed on the property." "This is not a Town of Ludlow maintained walk-way". Chris shared that he was informed the complaint has been resolved.

A motion to adjourn was made by Diane Shea Walton, seconded by Beverly Dudley, Vote 5-0 in favor. Meeting adjourned at 6:53 p.m. **The next meeting date: July 24, 2025, 6:00 PM Town Hall, Room #1, First Floor Conference Room.**

Respectfully submitted,


Joanne Odat-Stach, Secretary

Minutes accepted as read: By 

Date 7/24/25