



TOWN OF LUDLOW, MASSACHUSETTS
COMMISSION ON DISABILITY

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ADA COORDINATOR: BJ

TOWN OF LUDLOW

CHURCH

EMAIL: Dls.Comm.Ludlow@gmail.com

TTY: (413) 583-5668

CHAIRPERSON: CHRISTOPHER HARKINS

EMAIL: Building@ludlow.ma.us

TELEPHONE: (413) 583-5600

Ludlow Commission on Disability

Minutes of meeting held on September 25, 2025

Present:

Christopher Harkins, Chairperson
Joanne Odatto-Staab, Secretary
Tara Bronner, Vice Chairperson
Diane Shea Walton, Treasurer
Tamara Huntley, Member
Jennifer Wright, Member

Absent:

Harry Mills, Member
Beverly Dudley, Member

- I. **Called to Order:** 6:12 P.M. Role Call and Signature Attendance Sheet shared.
- II. **Review and Accept Minutes:** Diane Shea Walton motioned to accept, Tamara Huntley, seconded, 4-0 in favor. Jennifer Wright and Tara Bronner abstained.
- III. **Budget/Expense Sheet:**
 - a. **Budget Status:** Diane submitted for \$52 reimbursement.
 - b. **Future Purchases:** Tara Bronner motioned to allocate \$500.00 for the purchase of goods and supplies/classroom materials, (possibly sensory items for students) for East Street School Special Education program. Diane Shea Walton seconded, 6-0 in favor. Tara and Jenny will contact the school committee and Department of Education about the provision of items. Tara will contact the library to discuss securing sensory tools for the Children's area, possibly setting up a Friendship date for an event at the library.
 - c. **FY 2026 Goals:**
 - i. Chris reached out to the Selectboard to attempt to address the issue with formalizing a relationship with the identified ADA Coordination, BJ Church. To date, he has not heard back.
 - ii. Mike Kennedy and James Mazik have offered to attend at least virtually to a Commission meeting. James asked if we could set up an earlier time if he was to attend in person. Joanne will reach out to Marc Strange to get feedback on the Assessment that was completed.
 - iii. "I Live Here" highlighting individuals with disabilities residing in Ludlow. Posting an article monthly, also during Disability Awareness months (July and October). Jenny with assistance from Tamara will secure information the first individual.
 - iv. Self-defense class for individuals with disability through the Taekwondo program in Ludlow. Joanne will continue to work on scheduling this option.
 - v. Community out-reach: Tamara and Diane will work on and investigate getting information about events being hosted in Ludlow (town wide events) prior to the events in order support increased awareness of accessibility. Is there a "Town Calendar"? (i.e. Pancake breakfast, Christmas tree lighting/Santa) Diane will reach out to Linda Collette of Celebrate Ludlow for more information.
- IV. **Old Business/Correspondence:**
 - a. **Subcommittees:** To be revisited on membership and responsibilities
 - i. **Town Accessibility and Services:** (Harry, Tamara and Beverly)
 1. Whitney Park: DPW picked up the Pool wheelchair and brought it to the Rec office at Whitney for storage until next summer season. Commission was informed that at their

meeting, the Safety Committee approved signage placement at Whitney Park. Deb has left the position at the Rec department and Paul has taken on that role. Diane will reach out to Paul about the items.

2. **Trash Bins:** DPW will be getting smaller bins (35 gallon) take will be offered to individuals that request and demonstrate a need. Chris informed the community member and will post on the Facebook and Forum page that individuals will need to reach out to DPW for the smaller bin. Chris will also share on social media pages.
3. **Island Pond Cemetery:** Jim and Mike did include the town cemetery as part of the town accessibility assessment. They stated that it is not feasible to make the interior of cemeteries fully accessible with walkways, paths, etc. but specific obstructions should be dealt with on a case-by-case basis. There was curbing at Island Pond which restricted access to some benches as well as no level areas for wheelchairs which were identified.

ii. **Disability Commission Policies:** (Joanne, Jenny, Diane)

1. **ADA Web:** Chris reached out to Brittney regarding the ADA Web page that Amy was requesting. Chris will follow up with Brittney and Amy.
2. **MOD/CAM Training:** Tamara completed both days, Beverly was only able to access the first day of training. Tamara reported the training was often difficult to follow (very technical), presented at a fast pace, and was very visually represented (drawing on the screen) making it a challenge for individuals with visual impairments.

iii. **Scholarships:** (Tara, Jenny, Chris) No new changes

- b. **Memorial Picnic Table Dedication:** The event will be held on Saturday 10/25 from 10:00-12:00. Diane will secure refreshments from Tandem Bagei, and Joanne will get a cake from Costco as well as a fruit tray. Both of Beverly Barry's daughters said they could attend. Chris will post with the Ludlow Registrar and Joanne will send a notice to Amy and Kim at the Town office to invite members. Tara will confirm with DPW to have access to an open gate as well as the Rec Center in case of bad weather. Chris and Jenny will bring the Commission tent, table, chairs etc.
- c. **Health Fair:** Great picture of Chris representing the Commission posted in the Registrar. Both Chris and Tara were able to make connections with others to promote the presence of the Ludlow Commission on Disability.

V. **New Business:**

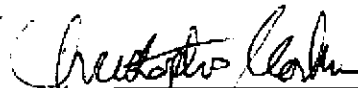
- a. **Timely Communications:** Joanne shared in the process of supporting Beverly to access the MOD/CAM training, she found out that many of the emails being sent out were going into Beverly's Spam folder. Joanne asked that when each of the members sends out an electronic communication, to just acknowledge the acceptance and the information. In this way, communication can be confirmed.
- b. **Veterans Food Bank:** Joanne was informed that there have been several events where elders waiting in line on very hot days for access to the Food Bank, have passed out from the heat. Joanne was also told that the veterans had benches and an awning but have not been able to get it installed. Joanne will reach out directly to Eric Segundo regarding this concern and if the Commission can be of any support.
- c. **Meeting Room Access:** Unfortunately, the Meeting Room #1 door was locked and not accessible for the scheduled meeting time. Members searched the town office building for the custodian but could not locate him, therefore the meeting was held in the second floor Employee lunchroom. Joanne will reach out to Amy to determine how to respond in the future should this issue be presented again.
- d. **Wayfinder's:** Chris will reach out to have a representative attend the November meeting.

A motion to adjourn was made by Diane Shea Walton, seconded by Tamara Huntley, Vote 6-0 in favor. Meeting adjourned at 7:15 p.m. The next meeting date: October 23, 2025, 6:00 PM Town Hall Room #1, First Floor Conference Room.

Respectfully submitted,


Joanne Odato-Stach, Secretary

Minutes accepted as read: By

 Date 10/23/25