

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

**CHAIRPERSON: CHRISTOPHER HARKINS**  
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**Ludlow Commission on Disability**  
**Minutes of meeting held on April 23, 2026**

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TOWN OF LUDLOW

**Present:**

**Christopher Harkins, Chairperson**  
**Joanne Odato-Staeb, Secretary**  
**Diane Shea Walton, Treasurer**  
**Beverly Dudley, Member**  
**Tamara Huntley, Member**

**Absent:**

**Jennifer Wright, Member**  
**Guest: Gayle Thomas**

- I. Called to Order:** 6:02 P.M. Role Call and Signature Attendance Sheet shared.
- II. Review and Accept Minutes:** Tamara Huntley motioned to accept, Beverly Dudley seconded, 4-0 in favor, Diane Shea Walton abstained.
- III. Budget/Expense Sheet:**
  - a. *Budget Status:*** Diane shared the budget report. Unfortunately, the purchases made in fiscal '2025 were applied to the current fiscal '26 budget, resulting in a zero balance. This affects any proposed purchases for the remaining of this fiscal year. Diane will request a current starting balance for FY'27.
  - b. *Future Purchases:*** Support to the summer camp program at Whitney Park will have to be addressed with the next budget cycle after July 1, 2026.
  - c. *FY 2026 Goals:***
    - i.** Jenny will continue to work on a draft for Disclosure Release letter for anyone being presented in the Register via the Commission support as well as reach out to Amanda Munson at the Register regarding the last submission of "Meeting Your Neighbor".
    - ii.** Accessibly equipment: Discussion occurred regarding hosting an event promoting a variety of accessible equipment thru UCP (Iris Long or Shelby Scortis), Stavos, Massachusetts Equipment Distribution (Christopher Murohy) and other to identify agencies to discuss their accessibility equipment programs. Diane will reach out to First Church to see if they might be able to provide space for an evening event (possibly 5:30-7:30 on a weekday). Chris will reach out to Harry to retrieve the Enhanced Listening Device he had borrowed previously and Diane will contact the summer program about the accessible pool wheelchair that was purchased. Joanne will contact Jamie Tomas as to the storage key of other items previously purchased.
- IV. Old Business/Correspondence:**
  - a. *Subcommittees:***
    - i. *Town Accessibility and Services:*** (Tamara and Beverly)
      - 1. *Island Pond Cemetery:*** Joanne spoke with Jamie Tomas to address the accessibility issue to the family grave sites. Joanne provided the actual grave site and names.

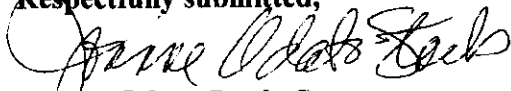
2. **High School Sport Complex:** Joanne shared information regarding the multiple concerns expressed by a community member: Handicap parking on a grass, non-accessible location outside of the complex, limited access to the 4 handicap spots inside the complex (wrong sloop, gate often closed, travel impeded by patrons attending the events). Chris shared the email correspondence with Tim Brillo. Discussion occurred and Joanne will reach out to BJ, Marc Strange and James Gennette.
  3. **Ludlow ADA Accessibility Report:** Josh Carpenter from the Planning Board shared a grant proposal planning date. Diane and Tamara said they would attempt to be present at the planning date. Chris will let Josh know of their possible attendance. The grant funds would be used to assist with accessibility and revitalization to Whitney Park. Josh is looking to provide an accessible walking path around the park as well as address upgrades to park access and activities. It is a small grant from T-Mobile in the amount of \$50,000 however could be used to begin the restoration and accessibility process.
  4. **Accessible Equipment:** The town has identified one of the storage sheds by the back parking lot for placement of the items previously purchased. Jamie will get the items placed and will advise Joanne of how to get a spare key. Jenny will reach out to Diane about checking on the location of the accessible pool chair.
- ii. **Disability Commission Policies:** (Joanne, Jenny, Diane)
1. **ADA Web** Chris will continue to follow up with Brittney regarding the ADA Web page that Amy was requesting.
  2. **Town Budget:** Diane will request a print-out of the actual budget for next fiscal year.
- b. **Wayfinder's:** Chris was informed that the information is available virtually however the Commission members would prefer an in-person discussion directly. Chris will reach out to have a representative attend a meeting.
  - c. **Conflict of Interest Training:** Joanne reached out to Kim Baptista to assist with members meeting compliance. Beverly needs visual support to complete the training.
  - d. **Vacancies:** The Commission needs multiple positions (Vice Chairperson) and voting members

**V. New Business:**

- a. Jenny will reach out to James Genette to attend an upcoming meeting.

A motion to adjourn was made by Diane Shea Walton, seconded by Beverly Dudley, Vote 5-0 in favor. Meeting adjourned at 7:00 p.m. **THE NEXT MEETING DATE: May 28, 2026, Town Hall, Room #1, First Floor Conference Room.**

Respectfully submitted,

  
Joanne Odat-Staeb, Secretary

Minutes accepted as read:

By  Date 5/28/26

**The Ludlow Commission on Disability will, upon request, provide auxiliary aids and services leading to effective communication for people with disabilities including qualified sign language interpreters, assistive listening devices, documents in readable format, and other ways of making communications accessible to people who have speech, hearing, mobility or vision impairments that may otherwise limit their access.**