

Millbury Commission on Disability

Meeting Minutes
July 12, 2012

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MILLBURY, MASS.

Opening:

The regular meeting of the Millbury Commission on Disability was called to order at 6:15 on July 12, 2012 in the small conference room Town Hall by Chairman Mike Kennedy.

Present:

Mike Kennedy Deborah Dymek Heather Graziano Kent Stowe

Lori Burrows

Guests: Jim Dymek

Clifford

A. Approval of Minutes

No minutes to approve

B. Old Business

C. Down Town Area

Rob McNeil, Director of Public Works responded to an email sent by Mike Kennedy on behalf of the committee looking for updates of the down area pertaining to the replacement of the antiquated and non-compliant curb cuts. Mr. McNeil responded that the process to make the downtown area and the current projects that are scheduled to happen will require the hiring of a new engineer to work the complexity of the changes needed. Mr. Kennedy then asked about other areas of concern with non-compliant curb cuts and sidewalk issues. – see attached list.

D. Calabria

A letter was sent to Calabria in regards to the outdoor dining area, that is an access violation. Mr. Kennedy is in the process of trying to set up a meeting with the building owner. In the mean time the brick pathway has been re-grouted and may have solved the problem. Mike will still set up a meeting to make sure this is a valid solution. At the same meeting Mike will speak with the owner to see about having the main door threshold leveled to make access easier for people with mobility issues.

E. Go Bag Demo

Lori has been in touch with Jeff Duggan from the Mass Office on Disability about holding a town wide Go Bag town emergency preparedness meeting. The program has gotten funding and we are looking to schedule a date in October. Lori will talk to Chief Moore, Lori will contact Steve Kosiba and Kent will contact Fire Chief Gasko to see if they would like to participate in meeting. The commission also spoke about participating in the Block Party September 15th, 2012 to hold pre-registration for the Go Bag Demo. The cost of the Block Party is \$75.00. Once the information is received, it will be emailed to everyone for consideration.

F. Bicentennial Committee

The Bicentennial Committee is conducting bus tours on Saturday mornings for 3 hours to go over the historical areas of Millbury. The Bicentennial Committee has asked Kent Stowe to open the Chapel for rest room use, however, the Chapel is not wheelchair / handicapped accessible as it is on the second floor. The committee is suggesting that the Bicentennial Committee rent an accessible port a pottie.

G. Historical Society

Mike will be contacting the Asa Waters Historical society to follow up on the Gazebo project.

H. New Business

Debbie had a question about building under renovation and what constitutes the need to update bathrooms to make the building handicapped accessible. Mike explained that it would depend on if the dollar amount of the project reached a certain limit. A new coat of paint and a new rug does not count as renovations.

Washington Street Park/Wollie World – Town Planner Laurie Conner asked the commission to write a letter supporting a grant that the town is seeking to gain additional funding thru the Division of Conservation Services. This PARC grant would add an additional \$35,000 to the funds that the Lion's Club and a dedicated parent had raised. See attached.

Member Terms:

Mike Kennedy	June 2013	Heather Graziano	June 2014
Kent Stowe	June 2014	Debbie Dymek	June 2014
Tom Brown	June 2014	Lori Burrows	June 2014
Vacancy	June 2013		

Lori asked about our Operating By-Laws. Mike had a copy – see attached.

I. Reorganization of Committee

Mike Kennedy turned the meeting over to Jim Dymek so that we could hold elections of our officers.

Jim asked for nominations and discussion for the position of Chairman. Lori nominated Mike Kennedy, this was seconded by Debbi. Mike accepted the nomination and the vote was unanimous.

Jim asked for nominations and discussion for the position of Vice-Chairman. Kent nominated Tom Brown, this was seconded by Debbi. Tom was not in attendance and the vote was unanimous.

Jim asked for nominations and discussion for the position of Secretary. Debbi nominated Lori Burrows, this was seconded by Heather. Lori accepted the nomination and the vote was unanimous.

Jim asked for nominations and discussion for the position of Assistant Secretary. Kent nominated Debbi Dymek, this was seconded by Heather. Debi accepted the nomination and the vote was unanimous.

Jim asked for nominations and discussion for the position of Treasurer. Debi nominated Kent Stowe, this was seconded by Lori. Kent accepted the nomination and the vote was unanimous.

J. Next Meeting

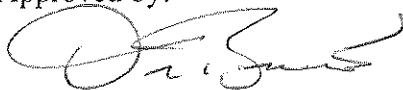

Our next meeting was scheduled for August 9th, 2012 in the small conference room at Millbury Town Hall.

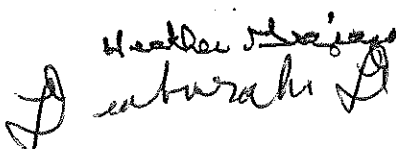
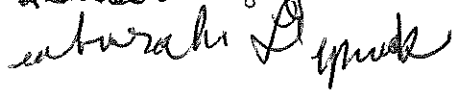
Adjournment:

Meeting was adjourned at 8:05 pm by Mike Kennedy.

Minutes submitted by: Lori Burrows

Approved by:

 Vice Chairman


 Heather Dymek
 Debbi Dymek



Millbury Commission on Disability Operating By-Laws

ARTICLE I: TITLE

Section 1 The name of this Commission shall be the Millbury Commission on Disability (hereafter referred to as the Commission). The Commission may also be referred by the acronym MCOB.

ARTICLE 11: MEMBERSHIP

Section 1 It is the responsibility of the members to recruit and recommend prospective members to the Commission subsequent to appointment by the Town Manager.

Section 2 Members shall get approval of the Commission prior to making statements or joining activities on behalf of the Commission.

Section 3 All members shall have full voting rights and must be present at a meeting to exercise the right to vote. Proxy voting is not allowed.

Section 4 Resignations shall be made by notifying the Chairperson in writing. The Town Manager, in association with the Commission shall then proceed to immediately fill that position by appointing a new member for the remainder of the unexpired term.

Section 5 Any member(s) of said Commission may, after a meeting with the Town Manager, if requested, be removed for cause by the appointing authority.

Section 6 If any member is absent from three regularly scheduled meetings in any one calendar year, a recommendation shall be made to the Town Manager that he or she be removed from the Commission, unless any or all absences have been excused for good cause by the Chairperson. Good cause shall include, but not limited to: illness, a death in the family, weather and professional responsibilities.

ARTICLE 111: OFFICERS

Section 1 The members shall elect a chairperson, vice chairperson, secretary and treasurer (if necessary) from among its members. The members shall be elected annually at the regularly scheduled August meeting by a majority vote. A vacancy in any position may be filled at any meeting by a majority vote.

Section 2 Duties of said officers shall be:

A) The Chairperson shall

1. Develop the agenda in coordination with other officers;
2. Preside over all meetings;
3. Appoint subcommittees as needed;
4. Authorize expenditures as needed;
5. Coordinate or carry out programs in coordination with programs of the Massachusetts Office on Disability.

B) The Vice-Chairperson shall:

1. Perform all the functions of the Chairperson in his or her absence;
2. Assist support groups and subcommittees.

C) The Secretary shall:

1. Keep records of all meeting attendance, minutes, and correspondence;
2. Coordinate with Town officials to post a notice of all meetings at least 48 hours in advance before each meeting at the Town Clerk's office;
3. Send notice of meetings and minutes of prior meeting to the members to arrive at least five days prior to the meeting;
4. Maintain a file of all minutes and other Commission activities that shall be available for review;
5. To arrange for a meeting room for the Commission meeting at the Town Hall.

D) The Treasurer shall:

1. Keep records of all financial matters and submit a report at each meeting;
2. Develop a budget in coordination with the commission.

ARTICLE IV: MEETINGS

Section 1 Regular meetings shall be held at least eight times per year. Special meetings can be called by the Chairperson or by any three members.

Section 2 Decisions will be made by a majority of those members present, unless where otherwise noted in these by-laws. A quorum shall consist of over 50% of the current membership.

Section 3 Notice of meetings will be sent to the members at least two days prior to a regularly scheduled meetings and special meetings. Telephone calls may serve as notice.

Section 4 Meetings shall follow Robert's Rules of Order.

ARTICLE V: AMENDEMENTS

Section 1 These by-laws shall be amended by a two-thirds vote of the Commission members present at any meeting provided written notice of the proposed change(s) is made to each member to arrive at least fourteen (14) days prior to the scheduled vote. Changes of the by-laws that conflict with the Town Charter will require subsequent approval by the Board of Selectmen.

Downtown Sidewalks & Curb Cuts That Need Work

- 1) School St. - Curb cuts not lined up properly.
- 2) Waters St. - Curb cuts not lined up properly.
- 3) Corner of Elm & Main- Protruding drain cover in the crosswalk.
- 4) Corner of Elm & Main- All four curb cuts have running slopes that are too steep (Over 8.3%). Ideally, replace these 4 apex curb cuts with 8 compliant perpendicular ones.
- 5) Rite Aid Pharmacy sidewalk- No curb at crosswalk between Rite Aid and Scannel Package Store
- 6) Sidewalk between Scannel Package Store and Clothing store- Lack of curb cut where the sidewalk intersects with the driveway. *Also even off rest of sidewalk.*
- 7) Corner of Main & Grove- Lack of curb cuts.
- 8) Millbury Savings Bank- No reciprocal curb cut in crosswalk across from bank.
- 9) South Main- Sidewalk going past the Millbury Town Florist towards the VFW in disrepair and just abruptly ends. *— maybe already being addressed*
- 10) ~~Sidewalk between McLaughlin's CITGO and Riverside Mart. Sidewalk in disrepair.~~
Crosswalk from CVS to Ice Cream Barn.
- 11) Sidewalk on bridge that crosses the Blackstone River by Gorretti's- Sidewalk abruptly ends and has a change in surface level around 4" rendering it impassable for someone using a wheelchair or scooter.

Most of the crosswalks on Main and Elm Streets are faded and need repainting. Number 4 curb cuts on Main & Elm is already being addressed.

For more information, I can be contacted at either 508-755-1401 (Work) or 508-865-2655 (Home)

Mike Kennedy, Chair
Millbury Commission on Disability



TOWN OF MILLBURY Commission on Disability

MUNICIPAL OFFICE BUILDING • 127 ELM STREET • MILLBURY, MA 01527-2632 • TEL. 508/865-2655 • FAX 508/865-0843

July 9, 2012

Richard K. Sullivan, Secretary
Executive Office of Energy and Environmental Affairs
c/o Melissa Cyran
100 Cambridge Street
Suite 900
Boston MA 02114

Re: Washington Street Park, Millbury MA

Dear Mr. Sullivan:

On behalf of the Millbury Commission on Disability, I am writing this letter of support for the Town of Millbury's request for a PARC grant through the Division of Conservation Services. Washington Street Park recreational activities include a baseball field, basketball court and the Town's only true playground. It is the most used park in Town.

The playground was put together by community volunteers in the early to mid 90's and some of these play sections included accessibility features for young children with disabilities. It was named Woolie World after the Town's high school mascot. Although this playground was assembled after the passage of the Americans with Disabilities Act (ADA), access guidelines for children's play areas have been updated and changed since then.

Below are some of the anticipated improvements:

- Addition of a play structure that contains 5 sensory panels for very young and/or children with disabilities
- A swing set containing one ADA accessible bucket seat
- Renovation of the existing Age 5-12 year structure that will include 4 sensory panels and will be accessed via a ramp.
- Construction of ADA accessible paths of travel to the accessible swing and sensory panels.
- Miscellaneous items such as picnic tables, trees to shade the play equipment and the designation of two ADA accessible parking spaces including access aisles and above-ground signage.



TOWN OF MILLBURY Commission on Disability

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A dedicated mother of a young child with a severe disability along with the local Lion's Club was able to raise \$15,000.00 so far to make accessibility improvements, but we all know that amount of money wouldn't go very far when it comes to projects like this. If the Town of Millbury is able to secure this PARC grant, it would be added to the existing pot of \$15,000.00 for a total of approximately \$50,000.00 available for park improvements. The DPW has also committed to provide the in-kind labor for this project.

Please support the Town of Millbury's effort to make these very much needed accessibility improvements and enable children with disabilities to be able to play with others in an integrated setting where they can all actually explore their abilities vs. being left out because of their disabilities.

Thank you for your time and consideration. If you have any questions or if I can be of further assistance you can give me a call at 508-865-2655 or you can send me an email at mikekennedy32@yahoo.com.

Sincerely,

Mike Kennedy; Chair
Millbury Commission on Disability