



Town Clerk Date/Time Stamp

## Merrimac Commission on Disability Meeting Minutes

# TOWN OF MERRIMAC

Meeting Date: July 1, 2020

Time: 6:30 p.m.

Meeting Location: Remote Meeting via [global.gotomeeting.com](https://global.gotomeeting.com)

### Members Present:

Christopher Gaudet, Chairman  
Robert Hart, Vice Chairman  
John Joseph Murphy, Treasurer  
Kathleen Sullivan, Secretary  
Ann Marie Murphy, Member  
Margaret Sullivan, Member  
Charlotte Eileen Stepanian, Member  
Jeffrey MacLeod, Member

### Members not Present:

Anne Brown, Member  
Bob Sinibaldi, Member/ADA Compliance Officer

### Agenda Item No: 1

#### **Call to Order**

Meeting called to order at 6:32 p.m.

Robert Hart made a motion to accept the agenda for the July 1, 2020 meeting. Margaret Sullivan seconded the motion. Members unanimously accepted the motion. The agenda was accepted.

### Agenda Item No: 2

#### **Approve Minutes June 3, 2020 Meeting**

Commission on Disabilities members considered the minutes. Margaret Sullivan made a motion to accept the minutes. Ann Murphy seconded the motion. Members unanimously accepted the motion. The minutes from the June 3, 2020 meeting are accepted.

**Agenda Item No: 3**

**Reorganization of The Commission on Disabilities**

The Commission on Disabilities members discussed the organization of the members. Jeffrey MacLeod made a motion to maintain Christopher Gaudet as Chairman. Robert Hart seconded the motion. Members unanimously accepted the motion. Christopher Gaudet will remain in the position of Chairman.

Kathleen Sullivan made a motion to maintain Robert Hart as Vice Chairman. Ann Murphy seconded the motion. Members unanimously accepted the motion. Robert Hart will remain in the position of Vice Chairman.

Margaret Sullivan made a motion to maintain Kathleen Sullivan as Secretary. Jeffrey MacLeod seconded the motion. Members unanimously accepted the motion. Kathleen Sullivan will remain in the position of Secretary.

Ann Murphy made a motion to maintain John Murphy as Treasurer. Robert Hart seconded the motion. Members unanimously accepted the motion. John Murphy will remain in the position of Treasurer.

**Agenda Item No: 4**

**Courtney Breen –Mass Support Disaster and Response Counseling**

Merrimac resident Courtney Breen shared information regarding the Massachusetts Support Disaster and Response Team. The team works in conjunction with Riverside Trauma Center and provides resources for residents who are impacted by COVID-19. The team is part of the disaster response from FEMA and can provide parenting financial, food, and medical information to people need. The Massachusetts Support number is 888-215-4920. The Commission on Disabilities will add a link to the team on the website. Information will also be shared with Our Neighbors' Table and the Merrimac Senior Center.

**Agenda Item No: 5**

**39K ADA Transition Plan Grant**

After gaining approval at our last meeting, Christopher Gaudet applied for the \$39,000 ADA Transition Plan Grant. The Merrimac Board of Selectmen signed off on the grant application and Merrimac received the grant. The money will be used for the town-wide transition plan for ADA compliance in Merrimac. Robert Sinibaldi referred to the process in an email but was not present at the meeting to explain his point of view. (See email) The Transition Plan is a town wide plan and Department Heads should be involved in the plan. People involved in the process should include representatives from Pentucket School System, Merrimac Senior Center, Merrimac Planning Board, Merrimac Public Library, etc.



Jeffrey MacLeod made a motion to move forward to authorize the Commission on Disabilities to accept funds, reach out to town departments, and procure Requests for Proposals for the ADA transition plan. Margaret Sullivan seconded the motion. Members unanimously accepted the motion.

**Agenda Item No: 6**  
**Sidewalks**

Christopher Gaudet reached out to the Merrimack Valley Planning Commission to find out possible ways the town can improve the sidewalks in Merrimac so they are up to code. Christopher Gaudet was given information to contact Brian Fallon from Massachusetts Department of Transportation. The state owns the sidewalks on East Main Street, West Main Street, the Broad Street Bridge, and the Locust Street Bridge. Commission on Disabilities members discussed having Mr. Fallon and Mr. Sinibaldi attend the next Commission on Disabilities meeting to get information about the sidewalks.

Kathleen Sullivan made a motion to have Christopher Gaudet reach out to Brian Fallon and Robert Sinibaldi to invite them to our next meeting to explore how to work with the state to develop a process to get Merrimac sidewalks up to code. Jeffrey MacLeod seconded the motion. Members unanimously accepted the motion.

**Agenda Item No: 7**

**CODA Conference Call Update- Anne Brown**

See attached notes

**Old Business:**

none

**Open Discussion**

Christopher Gaudet mentioned that currently there is no sidewalk access between Rhythm Cafe and the center of town because Town Hall renovations have involved blocking the sidewalk in front of Town Hall. The cost of an alternate sidewalk route should have been included in the construction plan. The Commission on Disabilities members will monitor the situation since Town Hall is not currently open.

Commission on Disabilities applied for a \$95,000 grant to cover the cost of a new ramp for Merrimac Town Hall. The Town of Merrimac has unsuccessfully applied for similar grants three previous times. State Representative Lenny Mirra and State Senator Diana DiZoglio encouraged the Commission on Disabilities to submit the grant application because the new ramp will improve the ability for citizens to maintain social distancing when they enter and exit Town Hall. Robert Sinibaldi also applied for grant money to cover the costs of new sidewalks near the schools. Christopher Gaudet will continue to apply for grants on behalf of the Commission on Disabilities. Robert Hart made a motion to continue to apply for

grants and Margaret Sullivan seconded the motion. Members unanimously accepted the motion.

MGL C41 S56 Warrants for payment of bills allows committees, boards, and commissions to designate a single person or alternate to sign bills and payrolls. The Commission on Disabilities members authorize Christopher Gaudet to submit for warrants, approve bills for payment, and approve payroll on behalf of the Commission on Disabilities. Robert Hart would be the alternate signer if Christopher Gaudet is not available. John Murphy made a motion to authorize Christopher Gaudet and Robert Hart to handle the financial matters outlined above and Kathleen Sullivan seconded the motion. Members unanimously accepted the motion.

**Agenda Item No: 8**  
**Adjourn**

Next Meeting: August 5, 2020 at 6:30 REMOTELY on GoTo Meeting.

Kathleen Sullivan made a motion to adjourn the meeting. Robert Hart seconded the motion. Members unanimously accepted the motion to adjourn the meeting.

Meeting adjourned at 7:21 p.m.

List of Documents and Other Exhibits Used at Meeting:

E-Mails regarding ADA Compliance Plan  
Information from Courtney Breen  
Ann Brown notes

Minutes respectfully submitted by Kathleen Sullivan, Secretary

Minutes Approved by Committee on:

Chairman Signature:

Vice Chairman Signature:

Secretary Signature: