



TOWN OF LUDLOW, MASSACHUSETTS COMMISSION ON DISABILITY

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TOWN OF LUDLOW

Ludlow Commission on Disability

**Minutes of meeting held on
March 22, 2022**

Present:

Beverly Barry, Chairperson
Tara Bronner, Vice Chairperson
Julie DiCesare, Treasurer
Joanne Odatto-Staeb, Secretary
Michael Jarzabek, Member
Margaret Scott, Member

Absent:

Diane Shea Walton, Member
Harry Mills, Member

Guests:

I. Called to Order: 6:03 P.M. Role Call and Signature Attendance Sheet shared

II. Review and accept minutes 11/16/21:

1. Review of minutes from November 16, 2021 meeting: Motion to accept, Tara Bronner, seconded by Margaret Scott, 3 in favor, 3 abstained

III. Review November Meeting:

- a. **Randall's Community Center:** Due to the Covid response, the open house with the Randall's Community Center (LBGC) was postponed. Discussion occurred related to the policy of the Community Center that all volunteers are required to have a CORI check prior. The cost of the CORI is not assumed by the Community Center therefore a responsibility of the volunteer. Discussion occurred related to getting donations and/or grants to cover that cost. Tara will take the lead to continue discussions with Chili Salazar from the Community Center (as Kerry has since resigned from the committee) and discuss the Community Center's concerns for liability insurance (possibility for volunteer staff), scheduling/advertising/hosting an open house, etc.

IV. Home Modification Program: Joanne Odatto-Staeb shared a recent experience of a Ludlow Citizen who is attempting to apply for a Home Modification Loan and the struggles, miscommunications and the sequence of events that occurred. The resident started the loan application in September and still does not have final approval of the loan, 6 months later. Discussion occurred how challenging this might be for many residents, especially elderly individuals, attempting to remain in their homes yet requiring modifications in order to do so. Joanne will reach out to the resident and ask that he list out a detail of steps, events and timelines that have occurred in his process to secure a loan. Julie DiCesare will contact Shirley Stevens at the Pioneer Valley Planning Commission to ask if she would be willing to speak to the committee referencing the resident's struggles. Additional discussion occurred with Margaret Scott regarding her attempts and the process of installing a Stair Climber at her church to allow for greater access to the community members with mobility disabilities. Margaret was informed by the town inspector that she has to get an architectural design engineer to measure and make design recommendations. She was also informed that she may have to apply for a waiver but was not offered possible people to speak with to secure the additional information. Beverly will reach out to Jeff Duggan at Mass Office on Disability, and Joanne will contact Barry Manchester from Manchester Home Improvement who has installed stair climbers. In

addition, Michael Jarzabek mentioned Foot-It might be another resource as they installed one at his place of employment.

- V. **Acknowledgement and Gratitude to Kerry Hotaling:** Kerry's resignation was accepted with regret but acknowledgement of the progress and relationships he developed and maintained with Chili Salazar of the Randall's Community Center as well as Jodi Zepke at the Ludlow Senior Center. Discussion occurred as to Kerry's expressed (minor) frustration that actions and activities supported by the Commission often were quite slow in getting implemented. This sentiment was also shared by other members. Discussion occurred as to the possibility of meeting more frequently, however personal schedules did not allow for that at this time. The challenges of Covid have definitely affected consistency with prior monthly meetings that hopefully will now be resolved. Beverly wishes to Kerry.

VI. **Correspondence/Old Business/New Business:**

- a. **Correspondence:** Joanne shared committee mail, in particular the agenda of the Ludlow Municipal Vulnerability Preparedness & Hazard Mitigation Plan (MVP) meeting that was held on 2/17/22. The agenda listed "Next Steps" that included public engagement. Discussion occurred as to how this information might get shared and supported for residents in Ludlow with disabilities. Beverly will reach out to the town to determine who is on the MVP committee and seek additional information. Margaret offered to check the mail several times during the month of April, and Tara will check for the month of May in order to support a timelier sharing of town information in-between committee meetings.
- b. **Old Business:**
- i. **Senior Center In-Service** – Beverly will connect with Jodi at the Center to inform her that we would like to wait starting the monthly in-service until we gather further clarification related to the Home Modification Loan Program. The commission brochures have been updated and multiple copies have been donated by Beverly, however we need funds to pay for paper and ink in order to print sufficient copies to distribute at the Senior Center
 - ii. **Town Website update** – Beverly will connect with the IT department for the update on posting the Commission on Disability and the information previously shared.
 - iii. **Commission budget** – Thank you James Genette, Selectman Liason, for supporting the allocation of funds for the commission. The commission has been approved for a \$3,500 annual budget effective July 1, 2022. Any request for expenditures will need to be placed as an agenda item and approved during a scheduled committee meeting. Discussion occurred related to possible donations prior to the July 1 date and how they might be allocated/recorded and accessed through the town budget. Beverly will seek additional clarification on this. Beverly shared her knowledge that the and budget of \$3,500 will be placed in the Town General Fund and the commission will get to draw off of the balance for approved expenses. Margaret shared that Ludlow Cares often donates money and possibly there could be funds to pay for CORI checks required to support individuals needing volunteer support to access Randall Community Center offerings. Also discussed was if the Covid 19 Access Funds might be another option to pay for the CORI checks in order to support more community access for residents with disabilities. Beverly will explore this option further. Can the Cultural Commission be an option for funds to support access for individuals with disabilities?
 - iv. **Meeting space and virtual meetings** – All town meetings are now required to be in-person effective immediately. At this time the Senior Center space is not an option due to security staff not being present in the evening to lock the building. If meetings were earlier in the day, it may be a possibility, however due to the constraints of committee members work schedules, this may not be possible. Beverly shared that Margaret's offer to host meetings at her rectory are approved after 4/1/22 as long as the space is totally accessible to the public. Margaret shared that it is and offered to schedule a future meeting at her location.

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v. Not Discussed: Handicap parking – this area was not discussed however will remain in the meeting notes to discuss at a future meeting. The notes from the prior meeting are as follows: “Members shared concerns related to the Ludlow Country Club (long ramp to door that is not accessible), the new Harris Brook handicap parking (Van accessible and lack of public notification) and the boat ramp (signage is down for handicap parking).”

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vi. Not Discussed: Live Closed Caption of ADA meetings – The notes from the prior meeting is as follows: “Discussion occurred regarding LCTV could only place closed caption on the replays and not with the live meetings. Eric Segundo suggested emailing Julie (CT) to try and address the option to do live closed caption of town meetings.”

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vii. Not Discussed: Town ADA Compliance – The notes from the prior meeting is as follows: The town will be conducting is Annual Walk-through to address ADA compliance. Eric shared that the AG’s office has an ADA Coordinator should we need to reach out to them.”

viii. Not Discussed: Library Access – The notes from the prior meeting is as follows: “Tara volunteered to reach out to the library to make sure reasonable accommodations include programs and services offered.”

ix. Not Discussed: Calendar of events, Disability Awareness – The notes from the prior meeting is as follows: “Margaret will assist looking for a listing on Disability months.

c. Increase the awareness of the Commission/Services for the community:

a. Training: CAMP training

b. Beverly will send a letter to Kim Batista and Eric Segundo to make sure all precinct-voting sites are accessible.

c. Accessibility in getting a transponder as you have to enter from the rear entrance, which does not have handicap parking, is this a municipal location or private?

d. Accessibility to handicap parking in order to access building and programmatic services in the community as well as the various catceries’. Beverly will get a list of businesses in Ludlow and share with Commission members. Harry has been visiting different sites and will develop a listing of locations he has visited.

d. New Business:

i. Celebrate Ludlow – Discussion occurred regarding having a table at the events this year in order to promote the Commission as a service of the town. Beverly shared we had done this successfully in the past with a health fair and the response was very positive. Diane Walton is a member on the Celebrate Ludlow Committee so Beverly will reach out to her to find out how we could be a part of the events. Julie shared that she has access to tables if needed.

ii. Future Guests: Beverly will reach out to Justin Larivee, Building Inspector and Julie will reach out to Shirley Stevens to discuss the Home Modification Loan Program and requirements for Ludlow residents prior to promoting the program at the Senior Center and the Celebrate Ludlow event.

iii. Beverly shared a nice article posted on Facebook from TJ O’Connor Animal Center that was posted about Harry volunteering with his dog visiting area nursing homes.

A motion to adjourn was made by Tara, seconded by Joanne. Vote 6-0. Meeting adjourned at 7:06 p.m. Next meeting date: Thursday April 28, 2022 6:00 PM Town Hall, Room #1, in the First Floor Conference Room.


Respectfully submitted,
Joanne Odatto-Staeb, Secretary

Minutes accepted as read:

By  Date 7/1/22