



TOWN OF GRAFTON
GRAFTON MEMORIAL MUNICIPAL CENTER
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www.grafton-ma.gov
ACCESSIBILITY ADVISORY COMMISSION
(Regular Meeting)
Approved Meeting Minutes
Thursday, June 15, 2023 – 6:30 p.m.

2023 JUL 28 11:10:05

RECEIVED TOWN CLERK
GRAFTON MA

Chair Roger Trahan called the meeting to order at 6:38 PM and took a roll call vote of commission members in attendance:

Catherine Dore - CD
Rob Polsinelli - RP
Robert Berger - RSB
Alexis Henry - AH
Kristie Proctor - KP
Roger Trahan, Chair - RT

Note abbreviation: Accessibility Advisory Commission - AAC

1. Announcements

- a. Reappointments – Roger Trahan through 6/30/2026 and Catherine Dore through 6/30/2026, during Select Board's 6/13/2023 meeting.
- b. AAC Vacancy – remainder of Laura Deneen's unexpired term through 6/30/2025. The Select Board will advertise that position in a few weeks.
- c. Jen Anderssen, Recreation Dept. Director resigned effective 6/9/2023.
- d. July is Disability Pride Month – commemorating the 33rd anniversary of the passage of the ADA. Should we let the town web page manager know and ask for something to be posted pertaining to disability? Roger is open to talking with William Blake, the Assistant

Town Manager. Alexis asked if the town has social media accounts? Mr. Berger shared that the town has stepped away from having a robust account due to this information being regarded as public record. Rob Polsinelli asked if we could ask GCTV to create a PSA? Mr. Berger suggested that one of us talk to the GCTV and ask Mr. Bob deToma.

e. Any other announcements?

2. External Correspondence

a. William Joyce (5.30.2023) – Wong’s Restaurant accessible parking space and signage (AAB Docket No. C23-019)

This is a citizen’s complaint regarding faded lines painted on their lot. They plan to resurface the lot and will address the painting when done.

b. Julie Feeney (6.6.2023) – advocating for inclusive recreation programming.

Roger has communicated with her regarding next steps. He forwarded the email on to the Town Administrator and Assistant Town Administrator. With the resignation of the Recreation Director, this issue may be a consideration for the future incumbent.

3. Accessibility Advisory Commission Reorganization

(Chair, Vice Chair, Clerk)

These changes are to be active after the adjournment of this meeting.

1. **Action:** Mr. Berger made a motion for Rob Polsinelli to be nominated to the position of AAC chair; Alexis Henry seconded. Brief discussion ensued about Robert’s Rules of Order and parliamentary procedures. The commission members voted:

KP	Y
RSB	Y
RP	Y
CD	Y

AH	Y
RT	Y

The motion carried 6-0 and Rob Polsinelli will be Chair upon the adjournment of this meeting.

2. Action: Bob Berger made a motion for Catherine Dore to be nominated for the position of Vice Chair and Kristie Proctor seconded. No further discussion. Commission members voted below:

KP	Y
RSB	Y
RP	Y
CD	Y
AH	Y
RT	Y

The motion carried 6-0 and Catherine Dore will be Vice Chair.

3. Action: Rob Polsinelli made a motion for Kristie Proctor to be nominated for the AAC Clerk; Bob Berger seconded. Commission members voted:

KP	Y
RSB	Y
RP	Y
CD	Y
AH	Y
RT	Y

Motion passed 6-0 and is carried. Kristie Proctor will be the clerk for the AAC.

4. Meeting Minutes – May 18, 2023

Action: Robert Berger made a motion to approve the May meeting minutes; Rob Polsinelli seconded. After a discussion, Chair Trahan took a roll call vote:

KP	Y
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RSB	Y
RP	Y
CD	Y
AH	Y
RT	Y

The May 18, 2023 meeting minutes were approved, 6-0.

5. Subcommittee update - web page content

Robert S. Berger, Robert Polsinelli, Alexis Henry – Rob and Alexis met and talked this past week. Please see the draft document included at the end of the meeting minutes with web site links to include on the town web site on the left column. Each link would include a brief explanation of 1-2 sentences. Discussed the next steps to continue to build out the information. Trying to strike a balance between enough comprehensive info and not too much information. Don't want to overload the web site.

Idea: Rob can be interviewed by GCTV and make a two-minute spot on the new web site rollout.

Idea: Spell out all the acronyms

Suggestion: never wear a green shirt to the GCTV studio for an interview
 Question from Chair Trahan – are sub-committee agendas supposed to be posted in advance? Mr. Berger will check on the requirement with Town Clerk Kandy Lavallee.

The web site content draft is a working document, and the sub-committee will continue to meet. Maybe we can ask members of our disability community to review the document before it is published on the town web site? For example, a draft can be shared with Mike Kennedy at the *Center for Living and Working*.

6. Old Business

- a. Grafton By-Law Study Committee; Article 12, Safety and Order, Sections 21-1 through 21-4. Waiting for a reply from Mike Kennedy and will cc Rob Polsinelli who will become chair after the conclusion of this meeting.
- b. National Night Out – Tuesday, 8/1/23

We have a table for the event. Kristie asked PAWS to send the opportunity to participate to the dog handlers with event logistics.

- c. Nelson Park Accessibility – Bill Kuck said that the park is planning to take out a basketball court in order to put in handicapped parking near the softball fields. This project will be funded through the town. An accessible route exists around the park. Paul Cournoyer (Town DPW) will be consulted.
- d. Grafton Common, including bandstand/gazebo

Neil Dixon does not need a variance due to the low height difference of the two steps. Asking for two handrails which do not go deep into the bandstand platform which is a small space. Mr. Berger reported that his request is before William Joyce of AAB for a decision.

Scott Ricker joined the meeting at 7:50 PM. Concerned about the handicapped parking on the Common. See notes under the new business.

- e. Any other old business items:

When the AAC charge changed last July of 2022, the town needed to update the charge in all locations on the town website. Chair Roger Trahan wrote a letter this week and asked the Select Board for attention and action on this matter. This should be rectified in short order.

7. New Business

Scott Ricker is concerned about the handicapped access and the parking at the Common. Very few Handicapped parking spots on the Common. Mr. Berger shared his screen of the new plans for the parking spaces at the Common. There is only one Handicapped parking space on the Common and the ground ripples/waves from the access aisle to the red brick crossway on the Common.

Roger suggested the following options:

- Option 1: Scott formally complains to the Town
- Option 2: Chair writes to the Town Administrator noting that a complaint has come to the AAC's attention and that there needs to be a resolution.

Scott Ricker shared that he wrote an email with this complaint today to the Town Administrator with the following people cc-ed: Mr. Robert Berger, Mr. William Joyce (AAB) and Mass Commission on Discrimination (MCD).

Chair Trahan explained that Rob Polsinelli would be the new chair of the AAC going forward, and the multiple places where the live link to the AAC monthly meeting were located.

8. Next Meeting Thursday, July 20, 2023 at 6:30p.m.

Action: Bob Berger made a motion to adjourn the meeting; Catherine Dore seconded. Chair Trahan took a vote:

KP	Y
RSB	Y
RP	Y
CD	Y
AH	Y
RT	Y

Chair Trahan declared the motion passed.
The meeting adjourned at 8:07 pm.

Respectively submitted,
Kristie Proctor
Clerk

Adjourn

June 15, 2023, Meeting Packet:

<https://www.grafton-ma.gov/DocumentCenter/View/9404>