



CITY OF NEWTON, MASSACHUSETTS

Commission On Disability

Meeting Date: May 11, 2020

MINUTES

Room Zoom

Time: 6:00PM * New Start Time

Ruthanne Fuller
Mayor

Barney Heath,
**Director, Planning &
Development**

Amanda Berman
**Director, Housing &
Community Development**

Tiffany Leung
**Planner
Community Development**

Members

Lakshmi Kadambi, Co-Chair
Anne Marie Killilea, Co-Chair
Jane Brown, Treasurer
Warren Abramson
Rob Caruso
Lucie Chansky
Rosemary Larking
Sandra Lingley
Barbara Lischinsky
Girard Plante
Eileen Sandberg
Matt Volpi

Jason Rosenberg
Chairman Emeritus

Advisor

Sergeant Bob Lee, Jr.
Newton Police Department

Staff

Jini Fairley
ADA/Sec 504 Coordinator
617-796-1253

1000 Commonwealth Ave.
Newton, MA 02459
T 617-796-1240
F 617-796-1254

This meeting will be a virtual meeting on Zoom, by phone or by computer/iPad:

Join Zoom Meeting

<https://zoom.us/j/415115921>

Meeting ID: 415 115 921

One tap mobile

+16465588656,,415115921#

Dial by your location

+1 646 558 8656

Meeting ID: 415 115 921

Commission Members Present:

Lakshmi Kadambi, Co-chair, remotely on Zoom

Jane Brown, Treasurer, remotely on Zoom

Warren Abramson, remotely on Zoom

Rob Caruso, remotely on Zoom

Lucie Chansky, remotely on Zoom

Sandra Lingley, remotely on Zoom

Barbara Lischinsky, remotely on Zoom

Girard Plante, remotely on Zoom

Eileen Sandberg, remotely on Zoom

Matt Volpi, remotely on Zoom

Commission Members Absent:

Anne Marie Killilea, Co-chair

Rosemary Larking

City Staff and Advisors Present:

Jini Fairley, ADA/Section 504 Coordinator, remotely on Zoom

Sgt. Bob Lee, Police, remotely on Zoom

Dana Hanson, Mayor's Office, remotely on Zoom

Shelby Booth, remotely on Zoom

Guests:

Councilor Bowman, remotely on Zoom



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Nathan Persampieri, remotely on Zoom

1. Introductions (6:00-6:05)

At the start of the meeting, 9 members were present and Rosemary and Anne Marie are ill, and Eileen had not yet joined the meeting.

Lakshmi said that she sent a card to Rosemary who is in the hospital. She thanked Jini as she celebrates her 5th year anniversary today as Newton's ADA Coordinator.

2. Approval of 4/13/20 Meeting Minutes (6:05-6:10)

Lakshmi asked if there are any changes to the minutes of the April 13 meeting, as distributed to all members. Hearing none, Jane made a motion to accept the minutes as read and distributed. Lucie seconded the motion. The motion passed unanimously by a vote of 9-0.

3. CDBG Report (6:10-6:15)

Tiffany submitted her report of CDBG-funded access projects to all members in advance. She was not able to attend this meeting. The report can be viewed on page 7. Girard and Rob asked why there wasn't someone else from the Planning Department to present the report and answer any questions. It was their understanding from the Director of Planning and Development Department, Barney Heath, that he would make every effort to have someone from Planning, even himself, whenever Tiffany was not available. Lakshmi mentioned that in one of the last 2 meetings, Tiffany gave the months when she would be present for the CDBG report, about 6-7 months of the year. Lakshmi said that she would check with Tiffany and the Planning Director, to find out what coverage is planned for the meetings when Tiffany is unavailable.

4. Accessible Fines Reports (6:15-6:20)

Sgt. Lee had no Fines report for the month of April since most of the Parking Control Officers were furloughed for the month of April due to the spread of the Corona Virus.

5. Treasurer's Report (6:20-6:25)

Jane said that there were no changes to the balances of the COD accounts since last meeting. The Treasurer's Report is on page 8.

6. ADA Coordinator's Report (6:25-6:35)

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Jini gave her report on her ADA activities during the month of April. The report can be viewed on page 9. She covered her site visit, trainings she has taken on Zoom and meetings on Zoom with MOD and BCIL. She spoke about a new on-street accessible parking space on Elm Street in West Newton Square. She also mentioned her attendance at the Planning & Development Board and Zoning and Planning for the Analysis of Impediments to Fair Housing, and presentations on the Open Space & Recreation Plan.

7. Comments on Open Space & Recreation Plan (OSRP) (6:35-6:50)

The members were furnished with the link to the draft of the 2020-2027 Open Space and Recreation Plan (OSRP). The public can still give testimony and give comments until May 18. Jini said that she was the staff person responsible for the accessibility portions of the OSRP. She worked closely with Parks, Recreation, & Culture staff, Luis Perez and Carol Schein, on the accessibility assessment of all the city parks. For the first time, Accessibility is one of the goals of the plan. Several members discussed the merits of the plan, especially regarding some of the proposed projects to maximize accessibility, for instance, a perimeter path at McGrath Park/Warren House fields. Councilor Bowman added that if connectivity is done properly with bike lanes, that residents who use power mobility devices can also use these lanes to get to parks. There was much discussion and Jini mentioned that a letter of support from the COD would be most welcome when this plan is sent to the state for final approval. Eileen, Jane, Barbara, and Lakshmi agreed to work on a letter of support if the members want to submit a letter from the COD instead of individual comments., Jini wasn't sure if the letter will be due before the COD's June meeting, but she is hoping that the support letter won't be needed when the first draft goes to the state. Lucie made a motion for the COD to write a letter of general support of the OSRP and to comment on the accessibility goal. Jane seconded the motion. The motion passed unanimously by a vote of 10-0. Jini will check on when the letter is needed, hopefully, it will come to the COD at the June 8 meeting.

8. Action Items from Goals at 3/4/20 Meeting (6:50-7:25)

- **Brochure-** several members gave suggestions for content and for the visuals of this COD informational brochure, which can be found on page 10. Rob is going to contact Jason for a possible conversation

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with Lakshmi so that a quote from Jason could be included in the brochure under ‘history’. Dana suggested filling in the blank section reserved for mailing to maximize content. Lucie suggested maybe putting a photo there in some versions and other printing leaving it blank for the possibility of a large mailing. Dana suggested putting a date somewhere on one of the panels recording the date it was produced.

- **Collaboration with HRC & FHC-** Lakshmi suggested members join in on a meeting of either FHC or HRC, to see what topics and issues they are taking up and also to find ways to co-sponsor events together. Several members talked about their involvement on the Fair Housing Committee in the past and Rosemary now sits on that committee and Jane sits on the Human Rights Commission and Jini often attends FHC as well.
- **Updating COD Webpage-** Jini says it needs some basic updating
- **Facebook Page-** Dana will get back to us and Nathan will help with the look of the page.
- **Articles for Distribution-** Barbara mentioned she has bookmarks about the Dos and the Don’ts about Service Animals and Matt is writing an info sheet/article, too. Jini mentioned a brochure on Service Animals that MOD produced and available free.
- **Emergency Preparedness-** Jane asked who is the city’s Emergency Management Director. For Covid it is former fire chief Bruce Proia and HHS Commissioner Deb Youngblood, said Dana. Jane talked about the personal plan for emergencies to develop for yourself, can be viewed on page 12. Have a support network, prepare a file of life with medications and much more, how to shelter in place or how to evacuate, and much more. The materials she went over are from MOD. Dana mentioned the HHS page on Emergencies and when updating the COD webpage to put links to this page or to MOD. Jini suggested to also have available the e-911 Disability Indicator form, to distribute and again, a link on the COD webpage. Lucie suggested an insert to the brochure with Disability Resources.

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Alternate COD Member to Attend Mayor's Quarterly Meetings- Dana will get back to us at the June 8 meeting, as she hasn't had a chance to speak with the Mayor about this. The next quarterly meeting with the Mayor and COD Co-chairs is Tuesday, June 23 (tentatively).

9. Planning for the ADA 30th Anniversary (7:25-7:40)

Harvest Fair- It has not been determined if this fair will take place in the fall. Eileen and Lakshmi have a table and tent that could be used at either the Harvest Fair or the fall Village Days, if they don't get cancelled.

- Film Screening-December 3-Remote or In-Person?- most members agreed this might be a good date as it is International Disability Awareness Day declared by the UN, and hopefully in-person events may be allowed. At this moment, a reservation for an in-person event has not been confirmed. Shelby, the COD's advisor from The Carroll Center, is looking into the possibility of the COD using their well-equipped auditorium, but at this moment, The Carroll Center is not reserving the space to outside groups but this could change as Covid19 restrictions ease. She will keep us informed. Lucie said the same might be true with the Price Center. There was discussion as to how to have a Zoom movie night, all watching at the same time, and Lakshmi will look more into that if in-person options aren't possible. Dana said that we could not use a subscription service, like a Netflix watch party, but there seems to be other possibilities, even getting permission to show a movie one-time.**
- MOD CAM Program Online?- Jini said she would look into whether MOD will be providing online or in-person Community Access Monitoring program .**

10. Ideas for Fines Funded Projects (7:40-8:20)

Donations to Non-Profit Disability Organizations- there was much discussion as to how to choose organizations for possible donations, that perhaps criteria should be drawn up for this process, or a list and rank them. Or send out a public notice to see which Newton organizations who serve people with disabilities

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Grants to Newton Elementary Schools for Accessible Playground Equipment- many members were interested in this possibility of using Fines funds for this effort. A form/application for such a grant program should be developed as the first step in the process. Eileen suggested having someone from the Newton SEPAC present at our next meeting so that members can learn about their organization. Lucie mentioned that she met the Inclusion Director at NWH and thought it might be good to have her come speak to the COD since we already have a relationship with NWH regarding access issues on their campus. Jini will contact her

11.Mayor’s Breakfast Update (8:20-8:30)

Dana gave us the date for this event, to happen on May 27, and that it would be a Zoom event. There is registration information in the Mayor’s email update and Dana will send it again to Jini for her to distribute to all members, who are encouraged to attend. Since there is no breakfast, there is no cost for this event but participants are encouraged to give a donation, if possible, to a choice of several suggested organizations. The organizers are looking into providing Close Caption and possible ASL Interpretation and Jini will assist with finding providers. Jini asked if there would be audio description for the video montage, and there are no plans for this.

12.Adjournment (8:30)

The meeting adjourned at 8:55PM.

This meeting was audio and video recorded and the minutes were prepared from the audio recording and submitted by Jini Fairley

NEXT MEETING DATE: June 8, 2020

The location of this meeting is wheelchair accessible and reasonable accommodations will be provided to persons with disabilities requiring assistance. If you need a reasonable accommodation, please contact the city of Newton’s ADA/Sec.504 Coordinator, Jini Fairley, at least two business days in advance of the meeting: jfairley@newtonma.gov or (617) 796-1253. For Telecommunications Relay Service, please dial 711 or call City Hall’s TTY/TDD line at 617-796-1089.

**Newton Commission on Disability
CDBG Access Projects Report
May 11, 2020**

FY20 Rectangular Rapid Flashing Beacons (RRFBs) – (CD20-03A; Budget: \$66,292.29; Expended: \$0; Balance: \$66,292.29) The COD voted to allocate FY20 architectural access funds to the installation of four sets of RRFBs at the following intersections: Centre Street/Pleasant Street; Christina Street; Lincoln Street/Chester Street; and River Street/Elm Street. Dagle Electrical Construction Corp. was awarded the contract. **Contractor completed the installation of RRFBs at all four intersections. Because many of these intersections have an existing pedestrian sign, DPW will remove these signs as they are now redundant and obstruct the view of the RRFBs. Staff is waiting for final paperwork to pay the invoice.**

FY20 Park Pathway Installations – (CD20-03B; Budget: \$30,500; Expended: \$0; Balance: \$30,500) The COD voted to allocate FY20 architectural access funds to the installation of accessible pathways to park amenities across the City. Locations are Auburndale Playground, Weeks Field, and West Newton Common. **The Memorandum of Agreement (MOA) is fully executed. Staff is waiting for an update as to when construction will begin.**

FY20 Curb Cut Pool – (CD20-03C; Budget: 31,882.33; Expended: \$0; Balance: \$31,882.33) The COD voted to allocate FY20 architectural access funds to the installation of curb cuts. **Staff is drafting a MOA with DPW. The full budget, to reflect both FY20 and FY21 CDBG funds, will be updated in the coming months once the Annual Action Plan is approved by HUD.**

Other Notes: The COD requested information regarding the use of CDBG funds for the installation for benches. In speaking with HUD, installation of permanently fixed benches is an eligible cost but are advised to be part of a larger architectural access project. Installation of benches as a stand-alone project would not be CDBG-eligible. An example is the Charlesbank Park Access project (FY2009), in which CDBG funds supported the construction of an accessible ramp and pathway and included the installation of benches in conjunction.

Treasurer's Report

Given by Jane Brown, Treasurer of the Commission On Disability

Presented at the May 11, 2020 COD Meeting

As of May 8, 2020, the balances of the COD accounts have not changed and are as follows:

Account # 5500-335518 H-P. Fines-Disability Commission

Type: Receipts Reserved for Appropriation (These funds have to go before the City Council to be appropriated before being used)

Balance: \$61,939

Account # 01C10802-513010 Operation Access – Disability Commission

Set up to pay for targeted enforcement of accessible HP Fines violations by the Police

Type: Special Appropriations

Balance: \$1880.89

Account#C401083-586005 Set up to purchase and install Accessible Pedestrian Signals (APS) units at the Waverly/Tremont intersection

Type: Special Appropriations

Balance: **\$50.50** (8 APS units installed in December 2018)

Account #13D10901 Set up in Fall 2015 to receive Community Access Monitor Program fees and pay expenses)

Type: Revolving Account

Balance: **\$940.00**

ADA COORDINATOR'S REPORT

Given by Jini Fairley, ADA/Section 504 Coordinator, and presented at the May 11, 2020 COD meeting.

Site Visits:

- **Dolan Pond- possibly extending accessible trail with stone dust surface**

Trainings:

- Webinar: Chapter 4 of ADA/ABA Standards
- Webinar on Self-Evaluation

Meeting/Events/Conference Calls:

- **MOD with MEMA- mtg “Go To Meeting”**
- **BCIL on Zoom**
- **Presented talk on Accommodations in the Workplace to CCB clients**
- **Traffic Council- new on-street accessible space on Elm St.**
- **Planning Board- public hearing on Analysis of Impediments to Fair Housing**
- **Public Hearing on Open Space & Recreation Plan at Zoning & Planning Council Committee**
- **DRT- 68 Chestnut St.**
- NewCAL- every other week meeting
- Fair Housing Committee- I attend this monthly
- Complete Streets Committee & Road Paving- I attend every other week
- CODA- monthly meeting- on phone with other CODs and ADA Coordinators
- Open Space & Recreation Plan Committee-updating the 2013 plan

Draft of COD Brochure:

History

Formed in 1975, the Newton Commission on Disability (COD), formerly The Mayor's Committee for People with Disabilities, was chaired by lawyer Jason Rosenberg for over 30 years.

“
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.....”

The work of the Commission slowly but surely changed the landscape of Newton bringing more accessibility with curb cuts for sidewalks and ramps for buildings. Since the beginning of the federally funded Community Development Block Grant (CDBG) program, the COD has recommended the expenditure of millions of dollars in access projects to benefit people with disabilities, and create a safer and more welcoming environment for all Newton residents. The COD, under the leadership of Girard Plante and Rob Caruso who followed Jason as the Commission Co-chairs, successfully advocated with the city to hire the city's first full time ADA coordinator in 2015.

Mission

The Newton COD's mission is to foster equal access to community life and activities for people with disabilities. Through education and advocacy, the Commission works to raise awareness disability awareness and the importance of increased accessibility to programs, housing and facilities in municipal and commercial buildings, and other public entities.

Purpose

The purpose of this Commission is to cause the full integration of people with disabilities. In accordance with Newton ordinance (Z74 and MGL Chapter 40, 8J), the COD shall:

- (a) research local problems of people with disabilities;
- (b) advise and assist municipal officials and employees in ensuring compliance with state and federal laws and regulations that affect people with disabilities;
- (c) coordinate or carry out programs designed to meet the problems of people with disabilities in coordination with programs of the Massachusetts Office on Disability;
- (d) review and make recommendations about policies, procedures, services, activities and facilities of departments, boards and agencies of the city as they affect people with disabilities;
- (e) provide information, referrals, guidance and technical assistance to individuals, public agencies, businesses and organizations in all matters pertaining to disabilities;
- (f) coordinate activities of other local groups organized for similar purposes.

The COD promotes adherence to Federal, State and City laws and regulations that prohibit discrimination against people with disabilities such as:

- The Americans with Disabilities Act
- Sec. 504 of the Rehabilitation Act 1973
- MA Architectural Access Board
- Fair Housing Act as amended

CDBG Access Projects

The COD informs project priorities and provides recommendations for use of CDBG funds in projects that remove architectural barriers and increase accessibility throughout the City of Newton. Here are some samples of projects undertaken through the years:

- Installation of accessible toilet room- Hyde Community Center
- Installation of automatic entrance doors -Newton Free Library
- Installation of exterior entrance ramp- Auburndale Library
- Installation of Exterior Porch lift -NWW

- Creation of accessible asphalt pathway- Newton Centre Playground and Newton Highlands Playground
- Creation of an accessible restroom- Newton City Hall
- Installation of Accessible Pedestrian Signals
- Installation of RRFBs
- Accessible Trails at Dolan Pond, Flories Path



Photo of exterior entrance ramp at the Auburndale library

Newton accessible (HP) parking information

Where can I park using my disability placard?

A vehicle displaying a valid disability placard or plate may park:



- In authorized parking spaces signed with the International Symbol of Accessibility (ISA).
- In a metered parking space at no charge and no time limit.

Fines

\$200 first offense parking in an Accessible (HP) place without a valid disability placard or plate

\$200 first offense blocking curb cut/ ramp

\$300 Second offense parking in an Accessible (HP) place without a valid disability placard or plate and second offense blocking curb cut/ ramp

Commission meetings:

The COD typically meets on the 2nd Monday of each month at 6:00pm on the 2nd floor of Newton City Hall. Meeting agenda and minutes can be found on the COD webpage.

www.newtonma.gov/cod

The COD is presently a thirteen-member commission where the majority of the members are persons with diverse disabilities. All members are residents of Newton.

Contact

For more information about Newton’s Commission on Disability or related issues please contact Newton’s ADA Coordinator at Newton City Hall, 1000 Commonwealth Avenue, Newton – 02459

Email: adacordinator@newtonma.gov

An accessible copy of this leaflet is readily available on request.

Disability Awareness Icons

**Commission on
Disability
Newton, MA**

PERSONAL EMERGENCY
PREPAREDNESS WORKBOOK

Produced by the Massachusetts Office on Disability

The program's logo:

The initials "MOD" in Blue with "Massachusetts Office on Disability" in white lettering inside a blue box.

Beneath that there is, in green lettering, the words "Emergency Preparedness".

Red Go-Pack Displaying workbook, water, food, flashlight, blanket and first aid kit and other supplies needed in an emergency.

This booklet was created through a grant from the U.S. Department of Homeland Security, Office of Grants and Training, through the Executive Office of

Public Safety and Security, Homeland Security Division. The points of view presented in this document are not necessarily those of the funder.

Please visit our website for more information on this topic:

www.mass.gov/mod/emergencyprep.

Massachusetts Office on Disability

One Ashburton Place, Room 1305

Boston, MA 02108

Phone: (617) 727-7440

Toll Free: (800) 322-2020

list of 3 items

• Via our Website:

www.mass.gov/mod

YOUR INFORMATION

Name:

Date of Birth:

Sex: Male or Female

Phone:

Current Address:

Blood Type:

Primary Care:

Drs. Phone #:

Preferred Hospital:

Pharmacy:

Phone #:

IN CASE OF AN EMERGENCY (I.C.E)

The "In Case of Emergency Contacts (ICE)" is a list of contacts who you would contact during an emergency. One contact should be a person who lives far away and won't be impacted by the emergency and is the designated contact for everyone to call.

Name of a relative not residing with you:

Relation to You:

Address:

City:

State:

ZIP Code:

Home #:

Cell #:

Work #:

Email:

IN CASE OF AN EMERGENCY (I.C.E)

Name of a relative not residing with you:

Relation to You:

Address:

City:

State:

ZIP Code:

Home #:

Cell #:
Work #:
Email:
IN CASE OF AN EMERGENCY (I.C.E)
Name of a relative not residing with you:
Relation to You:
Address:
City:
State:
ZIP Code:

Home #:
Cell #:
Work #:
Email:

MEDICATION

List out medications including over the counter (OTC). You can also have your pharmacist print out a recent list of prescription medications you take.

Name of Medication:

Dosage:
Frequency:
RX/OTC:

MEDICAL CONDITIONS

Use this section to capture medical conditions and treatment.

Condition:

Test/Treatment:

How Often:

Comments:

ALLERGIES & MEDICATIONS

Please list allergies to medicine/food or others that you may have.

Allergy:

Reaction:

EQUIPMENT AND VENDOR

Use this section to capture information related to any durable medical equipment you may use. List model #'s, vendor, and other important information related to the equipment.

Equipment:

Model#:

Vendor Information:

Specific Comments:

HEALTH CARE PROVIDER

Please use this section to list your health care providers contact information. First responders, in an emergency, need this information.

Name:

Specialty/Focus:

Phone #:

Address:

Comments:

WHAT TO KNOW!

Know your community Hazards (Hurricane, Winter Storms, Fires, Floods) and the community plan.

Notes:

Every town/city has an Emergency Management Director.

Find out who's yours by calling the fire department or police department (USE non-emergency numbers) or go online <http://www.mass.gov/eopss/agencies/mema/emd> and look up your local Emergency Management Director by city/town.

Write down his/hers contact information.

Name:

Email:

Phone #:

HOW DO YOU GET INFORMATION ON LOCAL SHELTER?

Local Radio Television (Local News Station) Mass Alert Smart Phone App Mass 211 Local Resources

SHELTER IN PLACE MEANS...

Know your community Hazards (Hurricane, Winter Storms, Fires, Floods) and the community plan.

Get inside. Bring your loved ones, your emergency supplies, and when possible, your pets. Find a safe spot in this location. The exact spot will depend on the type of emergency. Stay put in this location until officials say that it is safe to leave. Once you and your family are in place, let your emergency contact know what's happening, and listen carefully for new information. Call or text your emergency contact. Let them know where you are, if any family members are missing, and how you are doing. Use your phone only as necessary. Keep the phone handy in case you need to report a life threatening emergency. Otherwise, do not use the phone, so that the lines will be available for emergency responders. Keep listening to your radio, television, or phone for updates. Do not leave your shelter unless authorities tell you it is safe to do so. If they tell you to evacuate, follow their instructions.

WHAT IS YOUR EVACUATION PLAN AND ROUTE/S?

Develop an evacuation plan for home, work or anywhere else you spend an extended amount of time.

Home:

Work:

Other:

DO YOU HAVE A GO-KIT?

Your Go-Kit should have essentials items and information necessary to prepare you for an emergency.

3 Days of Nonperishable Food Water (1 Gallon per Day) Flashlight & Batteries Radio First Aid Kit ID Cards Medications Pet Supplies Blanket/ Sleeping Bag Clothing Sanitation Items Phone Charger

DON'T FORGET TO...

Practice your plan and share it with friends, family and loved ones. Keep important documents in a waterproof bag. (Birth certificates, licenses, I.D, etc.) Have 2-3 days of back up medicine. Plan for your pets too