



**CITY OF WALTHAM  
WALTHAM DISABILITY SERVICES  
COMMISSION**

**119 School Street  
Waltham Massachusetts 02451**

**Minutes of REGULAR Meeting  
JUNE 3, 2022**

The Members of the Disabilities Services Commission met in Regular Session on June 3, 2022 remotely via ZOOM. The Chairperson called the meeting to order remotely at 8:30.

The roll was called the DSC Commission Chairperson, Mark Johnson and the following members responded as present remotely.

**Present:**

Mark A. Johnson  
Robert Marcou  
Joanne Stone  
Pamela Jones  
Jane Demers  
JT Graceffa  
Adam Maher

**Absent:**

NONE

Mayor Jeannette McCarthy joined the meeting remotely at 8:30 a.m.

**MAYOR JEANNETTE MCCARTHY**

Mayor McCarthy appeared before the Disability Services Commission to request guidance from the Commission on HP regulations regarding renovating a ramp structure constructed by a local Boy Scout Troop in the area of 287 Grove Street to bring the ramp in compliance with ADA regulations for an HP ramp. DSC Commission Member, Jane Demers reviewed the requirements for construction renovation of the current structure with the Mayor and the DSC Commission. Based on research done by Jane Demers, she explained to Mayor McCarthy and Members some of the basic conditions for the ramp to adhere with ADA stipulations for an HP ramp. Some of those basic necessities would be to make the area accessible from the sidewalk with a curb cut, there needs to be sloped landings installed on both ends of the ramp which will need to meet MAAB regulations. Two sets of railings for the length of the ramp need to be installed. The top rails must measure between 34-38 inches for the top rail and the lower rail 18-20 inches from the ramp floor.

The railings need to be “continuous” meaning that the person should not have to lift his or her hand from the handrail along the ramp run. The railings need to be round or oval to allow someone to grasp the handrail and there needs to be extensions to the top and bottom rail so someone can get to level ground before losing the use of the handrail. All railings must be completely unobstructive to allow an individual to access their hand on the railings at all times. JT Graceffa also informed those attending the meeting that proper HP signage would also have to be added to the area at some point in time.

Mayor McCarthy told the Commission she would forward the information on the ADA regulations, supplied by the Commission to staff that are working on plans for the area and that the DSC Commission would be informed of any work to be completed in this area.

### **DISABLED PERSONS PROTECTION COMMISSION VIRTUAL TRAINING**

The Commission Chairperson reviewed with Mayor McCarthy documentation the Commission had received from their recent virtual training from the Disabled Persons Protection Commission and their offer to conduct training for City Departments free of charge. Mayor requested the information be forwarded to her office so it may be reviewed.

### **MINUTES**

The Minutes of the Regular Meeting of May 6, 2022 were reviewed.

Upon a motion by Adam Maher and second by Jane Demers it was,

**VOTED:** The minutes of the Regular Meeting of May 6, 2022 were accepted as presented.

A roll call of Commission Members for the vote was unanimous and the Chairperson declared the motion carried

### **PUBLIC AWARENESS INFORMATION**

Members briefly discussed the possibility of a labeling system for items paid with funds for City Departments that acknowledges the contribution is funded by the Disability Services Commission.

The Commission’s website on the City site is updated with a listing of projects or funding the DSC Commission has awarded for the public’s information and review.

### **DSC WEBSITE**

The Commission’s IT individual, JT Graceffa continually updates the DSC Website with new or updated information that may be of assistance to disabled individuals in Waltham. This is especially important when the MBTA makes adjustments in their transportation schedules for Waltham, such as in the summer months when Moody Street is closed to vehicle traffic.

## **POLICE DETAILS**

Heather Hurley, from the Auditor's Office, emailed Commission Treasurer, Jane Demers, that \$1,910 received from citations in April. The amount collected was by regular patrolling by the Police Department and no details were paid by the Commission in April.

## **FINANCES**

Mark Johnson informed Members of the Commission he recently attended a session of the City Council's Finance Committee. Mr. Johnson wanted all Members to know that several Councilors from the Committee complimented the Disability Services Commission for all they have done for Waltham and for our constant dedication to the disabled persons in our City. The Committee was unaware, Waltham's Disability Commission was the first disability commission in the United States to institute the Police Parking Program to cite violators of handicap parking laws and then to use those fines to fund many improvements the Commission has been able to provide for the disabled in Waltham.

## **UPCOMING PROJECTS/OTHER MATTERS**

JT Graceffa will contact the City's Traffic Department to check the status of HP signage and line painting for the HP parking space near the gym at the Waltham High School.

Mayor McCarthy had informed the Members of the Commission there would be mandatory virtual training for all City Commissioners and Board Members on current regulations of the Massachusetts Open Meeting Laws. The City Council has already completed this training. The Mayor's Office will inform The DSC Commission when the training sessions will become available.

The Chairperson also advised Members of the DSC Commission that he has received a request from a citizen, who feels there are numerous issues of non-compliance to ADA regulations for HP accessibility throughout Waltham, and is requesting a meeting with Mr. Johnson. The meeting is scheduled to be held on June 10, 2022. Commission Member, Pamela Jones will contact the City's ADA Administrator, Kristen Murphy for any update of the ADA Master Plan the City may have, along with other information Ms. Murphy may have on HP accessibility in Waltham.

## **SCHEDULING OF NEXT REGULAR MEETING**

There being no apparent scheduling conflict with the routine date for the next Regular Meeting, which will be held remotely on August 5, 2022 at 8:30 a.m.

There being no further business rightly before the Board, upon a motion by Adam Maher and second by Jane Demers it was voted to adjourn. A roll call of Commission Members for the vote was unanimous and the Chairperson declared the motion carried and the meeting adjourned at 9:10 a.m.

Documents available at the meeting of June 3, 2022

The Minutes of the Regular Meeting of May 6, 2022

