

APPROVED SPAC 8/01/2023 MEETING MINUTES

Town of Southborough, MA

Meeting of the Southborough Public Accessibility Committee (SPAC)

Tuesday, August 1, 2023 at 9AM.

**Southborough Town House, McAuliffe Hearing Room
17 Common St, Southborough, MA 01772**

Meeting Minutes

Committee Members Present:

- William (Bill) Sines (BS), Chair
- Marguerite Landry (ML)
- Bonnie Phaneuf (BP)
- William (Will) Warren (WW), Clerk

Absent Committee Members

- None

Ex-Officio Members Present

- Casey Burlingame (CB), Building Commissioner / Zoning Enforcement Officer

Absent Committee Members and Ex Officio Members:

- Mark Purple (MP), Town Administrator / ADA Coordinator

Representatives of Other Town Entities Present:

- Sam Stivers (SS), Select Board Member

Other Attendees:

- None

1) **Meeting called to order** by the Chair BS at 9:00 AM.

2) **Approval of Minutes:** BP made a motion seconded by WW and voted unanimously to approve the minutes of 7/18/2023 minutes as written.

3) Topics of Discussion

a) Priorities for Completion of the Outstanding Items from the Town's 2021 ADA Self-Evaluation

- i) Four (4) buckets were agreed on for the prioritization of the items remaining to be completed that were identified in the Town's 2021 ADA Self-Evaluation:
 - (1) Priority 1: Recreation because they have the largest parcels of land and the largest clientele outside of the Town's schools. Within the Recreation area, recreation fields that are not affected by the Woodward;/Neary schools study should be the highest priorities including Mooney and Kallander Fields. BP felt that Mooney Field should be

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the highest priority among these because there is currently very limited access to these fields for spectators with mobility issues.

- (2) Priority 2: Conservation Commission issues.
- (3) Priority 3: Any issues identified for the Town Common including the new Heritage Park.
- (4) Priority 4: Schools and the Community Center.

b) Sidewalk Issues on Main Street

- i) BF raised the issue that there are very uneven sidewalks in front of 11 Main Street that need to be fixed to correct a tripping hazard.
- ii) ML raised the issue that the new sidewalk cut in front of Mauro's Village Cafe on Main Street is too deep and needs to be blocked off to keep people from tripping on it.

c) Facilities Department Needs More Resources

- i) BF and BS noted that the Town's Facilities Department has been consistently over-tasked for the number of tasks that it has been assigned.
- ii) Due to a lack of resources, the Facilities Department has been unable yet to remediate all ADA issues that were identified during the Town's 2021 ADA Self-Evaluation.

d) Status of Remediation of ADA Issues Identified in the Town's 2021 ADA Self-Evaluation

- i) The SPAC needs to contact all departments asking them to update their status on remediating ADA issues that were identified during the Town's 2021 ADA Self-Evaluation before budget discussion prior to the next All Town Meeting.
- ii) BS assigned WW with the task of sending out the ADA Self-Evaluation to the Town's Departments asking them for the status of remediating the issues that were identified and what is the financial plan for completing the remediation of the remaining issues with notes including how the Department plans to get the required funding.
- iii) BP requested that WW send a letter from the SPAC to the Conservation Commission asking if they have completed all of their goals for fiscal 2022-2023.

e) Resignation of Bonnie Phaneuf from the SPAC

- i) Bonnie Phaneuf announced that she was resigning from the SPAC effective immediately for personal reasons.

f) Date for Next SPAC Meeting

- i) August 29th, 2023

4) Meeting adjourned at 10:25 AM by a unanimous vote of the SPAC members on a motion by BS with WW seconding.

5) Documents Shared / Discussed at the Meeting

- None

Minutes Prepared and Respectfully Submitted by Will Warren