

SPAC 04/25/2023 MEETING MINUTES APPROVED 05/24/2023

Town of Southborough, MA

Meeting of the Southborough Public Accessibility Committee (SPAC)

Tuesday, April 25, 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

- None

Absent Committee Members and Ex Officio Members:

- Mark Purple (MP), Town Administrator / ADA Coordinator
- Laurie Livoli (LL), Building Commissioner / Zoning Enforcement Officer

Representatives of Other Town Entities Present:

- Sam Stivers (SS), Member of the Southborough Select Board

Other Attendees:

- Timothe Litt (TL)

1) Meeting called to order by the Chair Bill Sines at 9:05 AM.

2) Approval of Minutes: BP made a motion seconded by WW and voted unanimously to approve the minutes of 01/09/2023 and 02/13/2023 minutes as written.

3) Topics of Discussion

a) Smart Phone Applications that Substitute for Braille Signs

- i) BS asked Jay Montijo (JM) if he knew of smart phone applications that could substitute for Braille signs on Town trails or parks. JM suggested that the SPAC show involve the Trails Committee and ask the Massachusetts Commission for the Blind for apps like this.

- ii) ML suggested that there might also be smart phone navigation apps that could be useful for the visually impaired.

b) Motion to Review ADA Compliance of Key Town Sidewalks

- i) BP made a motion that the SPAC ask Mark Purple, the Town's ADA Coordinator, and the Select Board to call in an accessibility expert to review the ADA compliance of the following sidewalks:
 - (1) In front of Mauro's Village Café to check on access issues for those with canes and in wheelchairs.
 - (2) Adequate markings of sidewalks in front of the Pilgrim Congregational Church and in front of and around the Town House.
- ii) The motion was seconded by WW and passed unanimously.

c) Motion to Address Mooney Field Stair Problem

- i) BP presented pictures of a dangerous stair situation at Mooney Field involving a missing stair step.
- ii) BP moved that the SPAC request the Southborough DPW to rectify the problem as soon as possible before the start of baseball season.
- iii) The motion was seconded by WW and passed unanimously.

d) Motion to Improve Visibility of Entrances and Exits to Library Parking Lot

- i) WW made a motion to request that Ryan Donovan, the Southborough Library Director, improve the night time visibility of the entrances and exits to the Library's parking lot.
- ii) The motion was seconded by ML and passed unanimously.

e) Soliciting Status from All Departments

- i) BP made a motion to ask Mark Purple to solicit status on ADA issues from all departments. The motion was seconded by WW and passed unanimously.
- ii) Purpose of requesting statuses:
 - (1) Highlight funding issues
 - (2) Reporting progress
 - (3) Re-prioritize
 - (4) Slot in new things appropriately
 - (5) Send congratulatory letters when things get done from ADA list
- iii) ML suggested that requests for Departments to be phrased in a way that is not onerous.

f) DPW Water Rate Table Example

- i) TL raised the issue that the current DPW table of water rates is a table that is inaccessible to those with visual impairments.
- ii) TL pointed out that this is far from the only issue on the current Town website and expressed the hope that the website upgrade effort will include training on creating content that is accessible.

- g) **WBW Work Up List of Accessibility Issues**
 - i) WW made a motion that he be tasked to work up a list of accessibility issues with the current/new websites.
 - ii) The motion was seconded by BS and passed unanimously.
- h) **Motion that SPAC/ADA Minutes Site Stay Up**
 - i) The SPAC unanimously passed a motion made by Will Warren and seconded by BP to request the Select Board to ensure that SPAC/ADA minutes online as of 4/25/2023 be kept online after the impending website update.

i) **Next Meeting**

- i) May 23rd

4) **Agenda Items for the Next SPAC Meeting**

- a) Trails Committee funding from SPAC budget.
- b) Mailing about SPAC to Southborough residents.
- c) Invitations to the following committees to have representatives appear at a future SPAC meeting:
 - i) Council on Aging Director
 - ii) Technology Department
 - iii) Municipal Technology Committee

5) **Meeting adjourned at 10:40 AM by a unanimous vote of the SPAC members on a motion by BS with WW seconding.**

6) Documents Shared / Discussed at the Meeting

- None

Minutes Prepared and Respectfully Submitted by Will Warren