

APPROVED SPAC 5/24/2023 MEETING MINUTES

**Town of Southborough, MA**

**Meeting of the Southborough Public Accessibility Committee (SPAC)**

**Wednesday, May 24, 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**

- Mark Purple (MP), Town Administrator / ADA Coordinator
- Casey Burlingame (CB), Building Commissioner / Zoning Enforcement Officer

**Absent Committee Members and Ex Officio Members:**

- None

**Representatives of Other Town Entities Present:**

- Sam Stivers (SS), Member of the Southborough Select Board
- Tim Davis (TD), Southborough Recreation Director
- John Parent (JP), Southborough Director of Facilities
- Jason Montijo (JM), Technology Manager

**Other Attendees:**

- Tim 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 4/25/2023 minutes as written.

**3) Topics of Discussion**

**a) New Building Commissioner**

- i) The SPAC welcomed the new Southborough Building Commissioner, Casey Burlingame.
- ii) BP asked CB to prioritize reviewing issues with the Public Safety Building.

**b) Motion to Add Door Openers on the Main Entrance of the Public Safety Building**

- i) BP made a motion that the Facilities Department add door openers to the Public Safety Building main entrance using ARPA funds. The motion was seconded by WW and passed unanimously.

**c) Progress on Addressing ADA Issues Identified in the Town's Self-Evaluation of 2021**

- i) BP requested that all Town departments provide status on progress/status in resolving ADA issues identified in the Town's ADA Self-Evaluation of 2021.

**d) Mooney Field Stair Problem and Drinking Fountains**

- i) The SPAC thanked the Public Works Department for quickly resolving the Mooney Field stair issue that was identified at the 4/25/2023 SPAC meeting.
- ii) TD reported that replacement of the water fountains and the addition of picnic tables at this field is underway. Both of these are funded from the ARPA grant.
- iii) TD also noted that funding had been received to put in automatic defibrillators at the field.

**e) Discussion of Article for Funding Recreation Field Improvements**

- i) BP recommended that the Recreation Department work with the Community Preservation Committee before August to draft a comprehensive article for the next Town meeting that covers funding for improvements to all recreation fields. Once the article is drafted, BP asked that the article be shared with the SPAC for review before it is published.

**f) Motion to Add Painted Lines on Several Town Drives**

- i) BP made a motion to ask that JP find out from the new department head if the Public Works Department could add painted crosswalk/stop lines on roads in front of the Town House, the Public Safety Building driveway, and the exit from the Southborough Library parking lot. The motion was seconded by WW and passed unanimously.

**g) Technology Department Status Report**

- i) JM gave a status report on the website update.
- ii) BS requested that JM investigate Bluetooth-based technology for guiding the visually impaired inside Town buildings. WW recommended and JM agreed that any such technology that might be adopted for inside or outside of buildings should be coordinated with the Massachusetts Commission on the Blind.

- h) **Trash Cans Blocking Town Sidewalks and Roads and Speeding on Town Roads**
  - i) TL raised the issue of trash cans blocking Town sidewalks and roads.
  - ii) BS raised the issue that several of the Town's roads that are heavily used by pedestrians are also roads on which cars are frequently speeding.
- i) **Encumbering of Remaining SPAC Budget**
  - i) BP suggested that the remaining funds in the SPAC 2022-2023 budget be encumbered before June 30<sup>th</sup> for use by the Trails Committee.
- j) **Next Meeting**
  - i) June 20th

4) **Meeting adjourned at 10:40 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  
These Minutes APPROVED 6/20/2023