

**Montpelier ADA Committee**  
**January 5, 2016**

*Subject to review and approval*

**Attendance:** Tom McArdle, Chris Lumbra, Marty Roberts, Jessie Baker, Kevin Casey, Franklin Shiner.

**Introductions and Welcome**

The people in attendance went around the table and introduced themselves.

**Approval of the agenda**

Jessie made a motion to approve the agenda as presented with the addition of the election of a Chair. Marty seconded. The motion passed unanimously.

Marty nominated Franklin Shiner as Chair, Jessie seconded. The motion passed unanimously.

**Opportunity for Public Comment**

There was no one from the public to comment. Marty mentioned that the meeting wasn't on the public calendar.

Jessie will do a press release with the mission statement, announcing the new Chair, and that there are documents on the website. This will be included in Bill Fraser's contribution to *The Bridge*.

**Updates from Committee Members**

The ADA committee priorities should be updated for 2016. The current list from 2014 includes:

Increase ADA committee involvements (with bullets)

*Solicit new committee members*

*Update City Council quarterly* – since the committee now meets quarterly, maybe annual updates? It was decided to forward the minutes to them and the updated ADA committee priorities.

*Encourage Montpelier Alive! participation and engagement* – vendors accessibility

A member of Montpelier Alive! may want to attend the next meeting before the summer activities start.

The restrooms are an ADA concern at the Farmer's Market. The issue is where to put it since it's in a flood plain if it stays there. It's cost prohibitive to remove it after every market.

There are some costs associated with ADA compliance. Most are included in the budgets for sidewalk reconstruction and other projects. Most of the inside work has been done other than a Secretary of State's recommendation that another rail be added to the polling place. That money will be included in FY18, if not done before.

Administrative priorities (with 6 steps)

*Review City's Employment Practices for ADA transition plan*

This will be reviewed quarterly.

*Get legal review of Montpelier's updated ADA Transition plan*

This is still in a draft form that Tom has written and he needs someone to finish it. It was borrowed, with permission, from a town in California and was written by a paralegal. The details need to be finished, as in where the money comes from for each project. There is also a public review required and it needs to be approved by City Council.

*Identify training needs of staff for access assurances*

Each department should have an ADA liason, or expert, who is trained and can report on the compliance.

*Building Code Office: Document process for assuring ADA compliance & referrals for state Access Board variance requests*

*Montpelier Recreation Department: Arne ask his Board for approval of scoping project for allocation of funds (20-30k) for planning solution to the inaccessible facility on Barre Street*

He got some money for a study and to build a ramp. The Rec Department is being transitioned from the school to the city. Many of the programs have been moved from that building to the schools. There are still some offices there and the gym is used.

*Montpelier School System: develop plan with Rec Department for achieving ADA compliance for programs & services*

Facility/Program Priorities:

*City Clerk desk rebuilt/access added*

This has been finished, so it can be removed and the other bullets can remain.

*City Hall voting assessment improvements*

*Public Works Department: Review Snow Removal Plan & Post Storm Walk-Through*

*Monitor Taylor Street & Bike Path*

*Training for staff & construction contractors*

*Public Schools: monitor improvements identified school facilities bond, improve way-finding each school.*

**Review and approve meeting minutes from the last meeting**

Approved.

**Confirm next meeting date – April 5<sup>th</sup> is the first Tuesday of the next quarter.**

Respectfully submitted,

Tami Furry  
Recording Secretary