

ADA Committee Meeting  
City of Montpelier, VT  
Special Meeting: Presentation Planning  
City Council Chambers, City Hall

**OCTOBER 25, 2017**

Present: Franklin Shiner, Marty Roberts, Dianne Richardson, Tom McArdle, Arne McMullen, Thom Wood, Chris Lumbra, Kevin Casey, Virginia Mackey.

The ADA Committee will be making a presentation to the City Council on **NOVEMBER 8<sup>th</sup>**.

- Who are we? What do we do? Who are the members?
  - Monitoring ADA compliance, making accommodations, IT'S THE LAW.
  - 3 residents of the community, School Facilities Director, Building Inspector, Recreation Director, Assistant City Manager, Community Development Specialist, Public Works Director.
- Cost – how is this paid for?
- Who's in charge? Who is impacted? Who benefits? Equal Access for All.
- Report should cover 1990-present.

Franklin will begin the presentation, speaking about the importance of ADA compliance.

Marty will present a brief history of the committee.

Tom will discuss the transition plan and why it is needed.

The Committee's Mission Statement was discussed (ask for Council Member participation?).

Clarify Committee appointments and Staff (School Facilities Director, Building Inspector, Recreation Director, Assistant City Manager, Community Development Specialist, Public Works Director). Council needs to ratify and appoint City ADA Coordinator.

Dianne made a motion to keep the Mission Statement as is, Marty seconded, the motion passed unanimously.

Mission Statement will be a handout to CC presentation, with recommended language for Council Action: To recommend approval of members and coordinator (2 year term?)

Department Coordinators will make an annual report on ADA issues within their departments.

ADA Accomplishments:

- Polling places
- City Clerk's office
- Agreed to be Sec of State test site for "Vote-by-Phone" per the Equal Access to Voting law.
- Access modifications at Pool and Rec Field (restrooms & pool railing)
- Accommodations for downtown and other community events
- Building permits
- Crosswalks and ramps
- New street signs
- Parking at Library
- Thom will provide list of School items

- Public education efforts
- Link to documents on website (list), including Grievance form

Access accommodations need to be funded: Emergency fund? CIP? CDBG? Reserve fund?  
Remind Council of upcoming presentation re: Financing (Kevin)

A motion was made and seconded to approve the minutes of the August 5 meeting.  
Unanimously approved.

Next meeting is scheduled for December 5, 2017 at 10 am.

A motion was made and seconded to adjourn the meeting and unanimously approved. The meeting was adjourned at 11:25 am.