

ADA COMMITTEE MEETING

December 14th, 2021

Meeting Minutes

Meeting held via Zoom and at the Memorial Room at City Hall

Members Present	Members Absent
Arne McMullen	Chris Lumbra
Cameron Niedermayer	Kevin Casey
Jack McCullough	
Diane Richardson	
Priscilla Fox	
Martha (Marty) Roberts	

1. Approve agenda
2. Introductions
3. Public Comment – No members of the public present
4. Continued Review of the ADA Transition Plan
 - a. The FY23 Proposed Budget can be accessed here: <https://city-montpelier-vt-budget-book.cleargov.com/fy2023-budget-book-v.1/2023/introduction/organization-chart>
 - b. Cameron walked through the FY23 Budget Update as it has been presented to Council. This includes parts of the ADA Transition Plan in the CIP and in individual departmental budgets
 - c. CIP includes the following, for Council consideration (Available here <https://city-montpelier-vt-budget-book.cleargov.com/fy2023-budget-book-v.1/2023/capital-improvements/capital-improvements-one-year>)
 - i. City Hall ADA upgrades including elevator: - \$ 32,000 : misc. ADA projects (i.e. railings, bathrooms, doors, etc.) - \$ 8,000 : Environmental Phase II assessment - \$181,000 : Elevator (subject to itemized cost proposal) - \$ 11,000 : 5% contingency - \$233,000 – subtotal - \$ 23,000 – engineering / project management @ 10%
5. ADA Coordinator Position; consideration of filling anticipated vacancy
 - a. Cameron stated that the Manager's Office met and would like to keep this position internal, as training can be covered by departmental funds, projects can be implemented quickly as the position would have internal authority, and the

position would have built-in accountability. Cameron also shared that this could be transitioned by the Committee's next meeting

- b. Discussion was had around bringing in an external volunteer for this position. Names and suggestions were made.

- i. Diane will be reaching out to her contact to see if this is a position they can/want to hold

6. Updates from Committee members

- a. Diane updated that the Transit Center has fixed the accessible auto-door opener. However, she noted that the signage at the Transit Center still needs formalization- as they are all now paper signs put up by temporary posts. May be hard/impossible to read for the visually impaired.

7. Approve Minutes from last meeting

- a. September 28, 2021
 - i. Jack moved to approve, Diane seconded: Passed unanimously at 10:22pm

8. Confirm next meeting date

- a. Next Meeting: Tuesday, March 8th 2022.

9. Other Business

- a. Tina Hagen stepped down from the Committee, and there is a public member vacancy. The Manager's office will post the opening, and the Council will be able to consider appointing applicants. The goal is to have a new public member in place by the March meeting.
- b. Thank you for all your work in this Committee Tina!!

10. Adjourn: 10:32am