

CITY OF CAMBRIDGE
ADA COMPLIANCE COMMITTEE MEETING
April 28, 2021

Voting Members: Jerry Burroughs (Chair), Tom Puglisi (Secretary, via teleconference), Scott Shores (DPW/GIS Representative), Herve Hamon, and Mary Handley (constituting a Quorum of the Committee, 5 of 6 voting members being present).

Voting Members Absent: Patty Kaczmarek

Non-Voting Members Present: NA.

Non-Voting Members Absent: Chad Malkus (Cambridge City Council Commissioner and ADA Representative).

Visitors Present: Cambridge Mayor Andrew Bradshaw

- 1. Introduction and Call to Order.** Chair Jerry Burroughs called the meeting to order at 4:30 PM in the Cambridge Utilities Commission Conference Room. He welcomed all those present after a year of virtual meetings, and all observed a moment of silence in memory of those lost to COVID-19. Jerry announced that Commissioner Malkus would not be able to attend the meeting due to a class he teaches on Wednesdays in Salisbury.

 - a. The members present unanimously agreed to accept the revised agenda presented by the Chair.
 - b. The members present unanimously approved the meeting minutes for the September 30, 2020 meeting.
- 2. Mayor Andrew Bradshaw.** Mayor Andrew Bradshaw greeted the members of the Committee and expressed his support for the Committee's work.

 - a. Mayor Bradshaw has found the City Council Resolution establishing the ADA Committee (attached), and he intends to follow the resolution as established, unless it is determined that changes are needed. The Resolution establishes the Committee's Membership as follows:
 2. **Membership: Term.** The committee shall consist of seven (7) members as follows:
 - a. Three (3) of the members shall be persons with disabilities.

- b. One (1) member shall represent either a public or private agency, which serves, citizens with disabilities in the city. Such member need not be resident of the City of Cambridge.
 - c. One (1) member shall be a member of the City Council. One (1) other member of the City Council shall be appointed as an alternate to that regular City Council member. The alternate Council member shall attend Committee meetings in the absence of the regular Council member, and when so attending such meetings, shall have the same authority as the regular Council member, including the authority to vote.
 - d. Two (2) members shall be members of the general public.
 - e. The Director of the Department of Public Works, or his or her designee, shall serve as an ex officio, non-voting member, and need not be a resident of the City of Cambridge.
 - f. The Americans with Disabilities Act Coordinator, or his or her designee, shall serve as an ex officio, non-voting member, and need not be a resident of the City of Cambridge.
 - g. The Mayor, subject to confirmation by the City Council, shall appoint members.
 - h. The term of office of each member shall be for two (2) years and until such member successor is appointed and confirmed.
 - i. The Mayor shall have the authority to remove any member who has had more than three (3) absences in a consecutive 12-month period, and the Mayor may remove any member, with concurrence of the City Council for other good cause.
 - j. The members shall serve without compensation.
 - k. All members shall be residents of the City of Cambridge except as otherwise provided herein
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- b. The Mayor observed that the most recent ADA Committee was organized informally, and that he intends to return the Committee to its formal organization. To this end, he will appoint a Council Representative Member and an Alternate Council Representative to the Committee, and will explore appointing a City ADA Coordinator, as none is currently designated.
 - c. The Mayor indicated that he would like the ADA Committee and the Traffic and Safety Committee to work closely as possible because these Committees have many overlapping issues of concern. Mary Handley suggested that a qualified member of the Traffic and Safety Committee might be willing to serve as an ADA Coordinator for the City.

- d. The Mayor requested that the ADA Committee provide Quarterly Reports to the City Council. Jerry Burroughs suggested that the City Council Representative present a brief report to the Council after every ADA meeting.
 - e. Jerry Burroughs informed the Committee that Ms. Stephanie Hallowell has been informed that she is no longer eligible for membership because she is not a Cambridge resident.
- 3. ADA Fair Scheduled for October 9.** The Mayor expressed his hope that things can open up a bit by October so we can hold the annual ADA Fair. He feels comfortable with the Fair taking place with masks and social distancing, and would anticipate that the Council would approve it, especially if presented several months ahead. Overall, relative to COVID-19, he would like to see more thought given to how street closures and sidewalk use are handled. Scott Shores noted that United Needs and Abilities sponsors a variety of programs for people of all ages, and it's puppet show was a great hit at last year's ADA Fair. It was also noted that an activity sharing the experience of using a wheelchair was also very valuable.
- 4. Code Enforcement.** Herve Hamon suggested that Committee Members should observe and document ADA noncompliance and report such noncompliance to the City Code Enforcement Officer for follow-up. Members themselves will not conduct enforcement. The Mayor is concerned that Cambridge currently lacks sufficient code enforcement personnel and that it needs to establish an effective code enforcement system. The Mayor has also spoken with the City Fire Marshall about the overlap of ADA and fire safety requirements. The Mayor believes that the code enforcement personnel need to attend ADA meetings so that they understand that ADA enforcement is an important part of their responsibilities. ADA code enforcement is a way to attract a new clientele of people to the City.
- 5. Need for ADA Compliant Pathways.** Jerry Burroughs and others noted that many residents are using wheelchairs and walkers on City streets because sidewalks either do not exist or are in such bad repair that they cannot be used. Jerry presented a letter from a Cambridge resident proposing ADA compliant pathways. The Mayor noted that other cities have been able to obtain federal grants to construct ADA compliant pathways. It was noted that Leonard Lane, for example, has a high concentration of senior housing and disabled residents, which should result in a high sense of urgency in addressing these issues. Scott

Shores, the Committee's data expert, pointed out that data will be needed to support grant applications for funds to support such ADA projects, and suggested that conducting a study in conjunction with the Traffic and Safety Committee's experts could be very productive in obtaining the necessary data.

- 6. ADA Sidewalk Survey.** Scott Shores and Herve Hamon demonstrated the Application that Scott developed for use in the ADA Sidewalk Survey. Two high school volunteers, assisted by Patty Kaczmarek and Tom Puglisi, piloted use of Scott's Application prior to the COVID outbreak. The Dorchester County Public Schools Superintendent has indicated that renewing the agreement for students to earn Community Service Hours for conducting the Sidewalk Survey could be renewed in the Fall if COVID numbers permit. The ADA Committee would also like to solicit the participation of Chesapeake College students.
- 7. ADA Measurement Sticks.** The Mayor indicated that the Committee can proceed with distribution of ADA Measure Sticks and Instructional Materials. Tom will send electronic copies of these materials to those in attendance.
- 8. Hearn Building Safety Concerns.** Members discussed with the Mayor their concerns about the safety of the Hearn Building on Race Street and the lack of an ADA-compliant pathway in front of the Building.
- 9. Member Comments:**
 - a. Herve Hamon and Jerry Burroughs noted that the ADA violations at AVA's and Theo's restaurants need to be addressed. Mayor indicated that he is aware of these problems.
 - b. Herve Hamon led a brief discussion of the Harriet's Journey Home Statue Campaign and the Biking the Byway to be held on Saturday, May 22.
 - c. Scott Shores led a discussion of the process for reporting noncompliance and subsequent follow-up, the structure of City government, the role of the Mayor and City Council, transparency, technology, and the evolving roles of City staff.
 - d. Mayor Bradshaw thanked the Committee for its persistence through the COVID period, and for its enthusiasm and willingness to work with him and the Traffic and Safety Committee on ADA issues.

Adjournment: A motion for adjournment was made and seconded and the meeting was adjourned at 5:35 pm.