

**Harvard Commission on Disabilities  
Meeting Minutes 12/20/23**

**Zoom Meeting**

**Meeting ID: 857 3881 5728 Passcode: 619572**

**Called to Order at 4:20pm by Toni Spacciapoli**

**Present:** Toni Spacciapoli and Laura Sullivan

**Absent:** Davida Bagatelle

**Approval of November 15, 2023 Meeting Minutes**

**Old Business**

- There was no report from the Select Board liaison, Charles Oliver.
- Status on the Massachusetts Office on Disability's grant application completed by Parks and Recreation Commission: The proposal was submitted. At the time of this meeting, the Parks and Recreation Commission had not responded to correspondence from the Commission on Disabilities.
- Update pertaining to corrective action undertaken by the Town regarding the ADA Transition Plan: Charles Oliver forwarded a letter to Tim Bragan to remind him of our request for a meeting to discuss plans to implement recommendations from ADA Transition and Self-evaluation Plan. The Commission would like to propose that the Town develop a plan to track completion of ADA Transition and Self-evaluation Plan recommendations with a timeline. Tim Bragan has not yet responded to our request for a meeting. A reminder email will be sent to Tim Bragan and Marie Sobalvarro.
- Recruitment: The Town Clerk received an application. This application will be forwarded to the Commission on Disabilities in order to begin the appointment process.

**New Business**

- Update Commission on Disabilities landing page: Toni Spacciapoli shared information supplied by the Massachusetts Office on Disabilities, whose recommendations included resources to be shared with residents in the Commonwealth. This information will be reviewed in preparation for the next meeting to determine what may be added to the Town website and that of the Commission.
- Inquiries to the Commission on Disabilities: No inquiries at this time.
- Recent webinars and trainings: Toni Spacciapoli will forward information regarding webinars and articles of note with Laura Sullivan and to make inquiries to ensure that Laura is included on such emails.
- Other: Davida Bagatelle will be resigning from the Commission. She will attend the next Commission on Disabilities meeting.

**Next Tentative Meeting Date: 1/17/24 at 4:00 PM**

**ADJOURNMENT- Motion to adjourn at 4:38 PM**

**Respectfully submitted,**

**Toni Spacciapoli, Commission Secretary**