

City of Cambridge

Commission for Persons with Disabilities

51 Inman Street · Cambridge, MA · 02139-1732

617-349-4692 voice · Relay via 711 · 617-349-4766 fax



Keisha Greaves

Chair

Danielle Jones-McLaughlin

Secretary

Loring Brinckerhoff

Avril dePagter

Rayna Jhaveri

Melissa Miguel

Deepti Nijhawan

Emma Pan

Zach Solomons

Daniel Stubbs

Rachel Tanenhaus

Executive Director/

ADA Coordinator

Kate Thurman

Deputy Director/

Assistant ADA Coordinator

Maya Friedrich

Administrative Assistant

The Cambridge Commission for Persons with Disabilities is holding an abbreviated meeting online via Zoom on April 10, 2025 from 5:30 – 7:00 PM

PLEASE MAKE EVERY EFFORT TO JOIN BY 5:30 PM

AGENDA

Please keep your microphone muted when you are not speaking

- | | | |
|--|---------|--------------------|
| 1. Introductions | 2 min. | |
| 2. Announcements | 2 min. | CCPD staff / Board |
| 3. Approval of February and March minutes
<i>See pages 4 & 7 of this agenda packet</i> | 4 min. | CCPD Board |
| 4. Chair's Report
<i>CCPD Retreat Planning</i> | 20 min. | Keisha Greaves |
| 5. Staff Report | 10 min. | Rachel Tanenhaus |
| 6. Public Works Update | 10 min. | Melissa Miguel |
| 7. Public Input
<i>See pages 2&3 of this agenda packet for instructions on providing public comment</i> | 3 min. | general public |

CART/closed captioning will be provided for this meeting

Captions can be turned on within the Zoom platform or streamed in a separate URL at <https://bit.ly/CCPDcaptioning>.

(captions will not appear until the meeting has started)

The City of Cambridge Commission for Persons with Disabilities, does not discriminate, including on the basis of disability. The Commission for Persons with Disabilities will provide auxiliary aids and services, written materials in alternative formats, and reasonable modifications in policies and procedures to persons with disabilities upon request.

**The next CCPD meeting will be held on
Thursday, May 8, 2025 from 5:30-7:00 PM**

Members of the public: See instructions on pages 2 & 3 on how to watch the CCPD meeting and provide public comment via Zoom

Instructions for Joining the April 10, 2025 CCPD Meeting as a Member of the Public

Join Online:

Registration is required to view the meeting or to participate in public comment. Register online at https://cambridgema.zoom.us/webinar/register/WN_LQFMbC1CRS25fV639YV7MA

After registering, you will receive a confirmation email containing information about joining the webinar. For more information regarding Zoom technology visit:
<https://www.cambridgema.gov/Departments/citycouncil/zoomonlinemeetinginstructions>

Join by Phone:

If you do not have access to the internet, you may also call into the meeting using a phone by dialing any of the following numbers and entering the Webinar ID (registration is not required). For higher quality, dial a number based on your current location:

+1 309 205 3325
+1 312 626 6799
+1 646 931 3860
+1 929 436 2866
+1 301 715 8592
+1 669 900 6833

+1 719 359 4580
+1 253 215 8782
+1 346 248 7799
+1 386 347 5053
+1 564 217 2000
+1 669 444 9171

When prompted, enter the webinar ID: **843 2960 1661**

NOTE: your microphone will be automatically muted until you are called on to speak during the public comment period of the meeting. See instructions on the following page for how to “raise your hand” to indicate that you would like to speak during the public comment period on the agenda.

Instructions for Providing Public Comment During CCPD Meetings via Zoom

Anyone wishing to address the Cambridge Commission for Persons with Disabilities (CCPD) during the Public Comment section of the agenda may indicate that by "raising their hand" virtually within the Zoom platform. The host (CCPD staff) will call on members of the public to speak in the order in which their hands were raised. Please note that while you may raise your hand at any point during the meeting, you will not be called on to speak until the Public Comment period of the meeting.

To raise your hand:

- On a Mac or PC:
 - Click "raise hand" in the webinar control panel
 - Alternatively, you may use the keyboard shortcut to raise and lower your hand:
 - Windows: press "Alt+Y"
 - Mac: press "Option+Y"
 - When you are called on by the host to speak, you will be prompted to unmute your microphone (you must unmute yourself, as the host does not have the ability to unmute individuals).
 - After you have spoken or once your 3 minutes are up, your microphone will be muted by the host
- If you are calling in by phone:
 - Press *9 to raise and lower your hand
 - When you are called on to speak during the public comment period, you will need to press *6 to unmute yourself (press it again to mute yourself)
 - Note: your phone number will be visible to only the host of the meeting (CCPD staff). Because your name will not be displayed, we will call on you when it's your turn to comment by using the last four (4) numbers of your phone number to identify you. For example, "The person calling in from the number ending in ####, you may now provide public comment."
 - After you have spoken or once your 3 minutes are up, your microphone will be muted by the host

Once they have the floor, members of the public are asked to identify themselves, and each speaker is limited to not more than three (3) minutes. Although the public comments should, whenever possible, address one or more items on the agenda for that particular meeting, if time permits, the Chair may allow a speaker to comment on matters that may not directly address an item on the agenda, but do concern the Commission.

Thank you for your patience as we work together to make virtual meetings accessible for everyone!

Draft

Cambridge Commission for Persons with Disabilities (CCPD)

Minutes for Thursday, February 13, 2025 CCPD Meeting

Online via Zoom

Meeting was called to order at 5:35 PM

Present:

Members: Keisha Greaves, Dan Stubbs, Melissa Miguel, Zach Solomons, Loring Brinckerhoff, Emma Pan, Deepti Nijhawan

Absent: Rayna Jhaveri, Avril dePagter, Danielle Jones McLaughlin

Staff: Rachel Tanenhaus, Jim Wilcox, John Boyle

Announcements:

- The Boston Tax Help Coalition is offering free tax help to people with disabilities earning less than \$70,000 per year, including those in Cambridge. Help is available by appointment only on Sundays from February 3-April 13 between 10-3 at the Charlesview Community Center, 123 Antwerp Street Extension, Brighton, MA 02135. Visit boston.com/disability-tax-help or contact Lynn Dann at (617) 918-5260 or lynn.dann@boston.gov to make an appointment.
- Today's meeting is the last for John Boyle as CCPD's Police Liaison. Deputy Superintendent Buckowe Yam will be taking over.

Approval of Minutes:

- The January CCPD meeting minutes were unanimously approved.

Presentation on City-Wide Pedestrian Network Inventory and Assessment:

Please see the Power Point presentation beginning on page 4 for details.

Many of the curb ramps at City crosswalks pre-date the current Public Rights of Way Accessibility Guidelines (PROWAG).

Loring asked what traffic-calming is. Jim replied that speed humps are an example. Neighboring communities have used them extensively. The Departments of Transportation (DOT) and Community Development (CDD) are looking at locations for them. Some will go in during the 2025 construction season. The City is applying for a grant to fund installing speed humps. If you'd like to request a speed hump in your neighborhood, contact DOT or CDD, or let Jim know directly.

Emma asked how often these assessments happen. Jim answered that the previous one had taken place several years earlier. The methodology has changed; sidewalks and curb ramps were rated on a scale from 1-5, since PROWAG wasn't out yet. Conditions don't change much from year to year. The City is hoping to do a 5-year rotation from now on and update data regularly when construction happens. To report potholes or broken sections of sidewalk, call DPW at (617) 349-4800 or file a report using CommonwealthConnect/SeeClickFix.

Chair's Report:

CCPD Retreat Planning

Rachel reported that Ora Grodsky is excited to facilitate a CCPD Board member retreat once again. The retreat will take place on Saturday, May 31. Rachel and Kate will meet with Ora to do initial planning, after which Ora will meet with the Retreat Planning Working Group. Consequently, the Retreat Planning Working Group's scheduled meetings have been moved back so that Ora can meet with CCPD staff first.

Public Works Update:

On-going construction:

- Port Infrastructure Project- Harvard St.:
 - No winter month construction
 - Will resume next year
- River Street:
 - Utility work to continue along River St throughout the winter, as weather permits.
 - Carl Barron Plaza will see pedestrian detours ongoing for the next month. Contractor to pay special attention to accessibility features – we will monitor closely.
- Harvard Sq. Plaza – Phase 1 Sidewalk reconstruction ongoing. (No Roadwork during winter months)
 - Mobilize to Phase 7 week of Feb. 10th, weather pending.
 - Phase 7 duration - ~ 33 weeks
 - Phase 7 involves
 - Granite seating and wall,
 - Plaza re-grading
 - Brick paver replacement
 - Utility installations (water, sewer, drain) and electrical and telecommunication conduit work
 - Estimate Contract Completion Date – November 2026
- Chapter 90, Contract 24 –
 - Huron Avenue – Complete
 - Park Avenue - Complete
 - Chestnut Street
 - Brick sidewalk install continues through winter as weather allows
 - Top course paving complete – Pearl to Pleasant
 - Elm St
 - Some sidewalk work remains
 - Final paving Spring 2025
 - Webster Ave – Complete
 - Dodge Street
 - Final roadway in this contract
 - Contractor will mobilize spring 2025 with a winter 2025 completion date
- Chapter 90, Contract 25- Contract has been awarded to Newport Construction
 - Maple Ave utility installation is completed
 - Montgomery Street utility installation has commenced – ongoing
 - Dana Street utility installations anticipated late February
- Contract Streets
 - Green St- Pearl to Landsdowne
 - Maple Avenue- Broadway to Cambridge
 - Centre St – Dana to Hancock
 - Montgomery St – Harvey to Rindge
 - Sciarappa St- Charles to Winter

Upcoming projects:

- Linear Park
 - CDD is hosting a final Linear Park community open-house style meeting on Thursday, Feb 13, from 5:30 – 7:00pm at St. John the Evangelist Church, 2254 Mass Ave. Staff and consultants will be available to review the project (including draft construction documents) with the public.
- Port Infrastructure Project: Clement Morgan Park and Streets in Phase I contract will be bid this winter.
- Mass Ave4 improvements:

- Mass Ave Partial Construction Phase 1A
 - Project Area - Massachusetts Avenue Between Waterhouse Street and Forest St
 - Contract was awarded to Newport Construction
 - Awaiting construction schedule. Anticipated start March 2025
- Chapter 90, Contract 26- Second round of community meetings will start up late March 2025 and continue through May. Expected bid date: late summer 2025
- Contract Streets
 - Chetwyn Road – Newell St to End
 - Gray Street – Martin to Linnaean
 - Haskell – Rindge to Mass Ave
 - Norfolk – Broadway to Somerville City Line
 - Shepard – Garden to Mass Ave
 - Avon Hill Street – Linnaean St to Upland Rd
 - Hillside Ave – Avon Hill St to Washington Ave

If you are interested in receiving email notifications/updates for Chapter 90 - Contract 26, please email Melissa Miguel, P.E. at mmiguel@cambridgema.gov and you will be added to the contact list.

Reminder: Sidewalk ordinance for snow removal

12.16.110 - Sidewalks—Snow and ice removal.

Removal of Snow from Sidewalks. The owner or occupant of private property bordering on a street where there is a sidewalk or footway shall, within twelve hours after snow ceases to fall in the daytime and before one p.m. after a fall of snow during the night, cause all snow that may be on such sidewalk or footway to be removed therefrom. In the event of an unusually heavy snowfall, the time limit shall be extended at the discretion of the Commissioner of Public Works. The provisions of this section shall apply to snow which falls from buildings as well as to that which falls from the clouds.

Removal of Ice from Sidewalks. The owner or occupant of private property bordering on a street where there is a sidewalk or footway any portion of which is encumbered by ice shall within six hours after the sidewalk or footway becomes encumbered with ice cause such sidewalk or footway to be made safe and convenient by removing the ice therefrom, or by keeping the same covered with sand or some other suitable substance.

To report an icy or sidewalk that has not been shoveled, please use the SeeClickFix App or call DPW at **617-349-4800**.

Staff Report:

Rachel Tanenhaus reported

- Rachel provided technical assistance to the Sheraton Commander on a request for a variance from the Massachusetts Architectural Access Board (MAAB). She also received a request from the Fox Club for a letter of support regarding their amended variance request, but declined because she felt that the requested amendments did not meet the standards for granting an MAAB variance. Harvard University also contacted her for technical assistance regarding Greenleaf House.
- Rachel and Kate conducted a site visit to the Harvard-Epworth United Methodist Church. The church already has many accessible features, but its basement, which contains a day care among other spaces, is inaccessible. CCPD staff will continue a dialogue with the church to explore options for making the space more accessible.
- CCPD is thrilled to have hired a new part-time Administrative Assistant, who will be starting shortly!

Public Comment:

None.

Meeting adjourned at 6:45 PM.

Respectfully submitted,
Rachel Tanenhaus

Draft

Cambridge Commission for Persons with Disabilities (CCPD)

Minutes for Thursday, March 13, 2025 CCPD Meeting

Online via Zoom

Meeting was called to order at 5:35 PM

Present:

Members: Keisha Greaves, Zachary Solomons, Melissa Miguel, Emma Pan, Danielle Jones McLaughlin, Rayna Jhaveri, Loring Brinckerhoff, Dan Stubbs

Absent: Avril DePagter, Deepti Nijhawan

Staff: Rachel Tanenhaus, Maya Friedrich

Other: Deputy Superintendent Buckowe Yam (police liaison), Stephanie Groll (Assistant Commissioner for Transportation Planning, speaker)

Announcements:

- Rachel announced Maya Friedrich joining CCPD staff as the new Administrative Assistant and Deputy Superintendent (DS) Buckowe Yam as the new police liaison to the Board
- Bike lottery is up and running—includes lottery for adaptive bikes. From March 10-30 you can apply for a voucher to buy a standard bike, e-bike, or an adaptive bike—see more info on the city website or contact Community Development at 617-349-6400 or bikes@cambridgema.gov

Presentation on Disability Parking Enforcement:

Stephanie Groll of the Community Development Department (CDD) reported:

- Parking engagement study several years found concerns about disability placard enforcement, CDD wants to share how city approaches complaints about abuse of disability spaces
- When the Transportation Department gets complaints, they ask person reporting to give the license plate of the vehicle/location/any identification info from the placard—Department then investigates previous tickets to the vehicle
- Transportation Department works with Cambridge Police Department (CPD). Parking Control Officers will take pictures of the license plate/placard info and communicate with Enforcement Manager Pat Hanlon if they suspect placard abuse and Pat will reach out to CPD if necessary. CPD will then send someone to the location to have a conversation with the driver, and in some cases, they will confiscate the placard if appropriate.
- Transportation Department is responsible for educating public on placard rules: placard can only be used when the person the placard was issued for is driving or being transported in the car; this conversation usually happens during a hearing. If the adjudication team feels strongly about a particular disability parking ticket dispute, then Stephanie McAuliffe in the Transportation Department, or Liz O'Brien, who is the Parking Services Manager, will reach out to the vehicle owner or placard owner.
- DS Yam said the CPD doesn't receive many calls about placard abuse. The key is to confront someone while they are in their vehicle and to ask person to see if their identification matches the placard (if it does not there will be confiscation and a fine)
- DS Yam noted that most of these complaints are about people with placards who park in construction sites during the day

- Someone mentioned that some people with disabilities do not feel comfortable with their face and identifying info being displayed publicly on their placard and choose to cover it. DS Yam clarified that police do not actively look for identifying information on placards but will ask for it when there is a complaint. Rachel pointed out that having identifying information on placards may be a concern because people with disabilities are more likely to be survivors of domestic violence. Unfortunately, placards are issued by the state, so the city does not have control over placard policies.
- Rachel discussed statistics around improper disability parking—over 2,000 citations each year, in 2024 almost 2,700 and in 2025 there have been 342 so far

Chair's Report:

Keisha Greaves reported:

- Keisha will be organizing a Cambridge Fashion Week and plans to dedicate a night to the disability community

Public Works Update:

Melissa Miguel reported:

On-going construction:

- **River Street:**
 - Utility work to continue along River St towards Memorial Drive
 - Significant construction continues in and around Carl Barron Plaza. There will be pedestrian detours and MBTA bus stop relocations ongoing for several months. Contractor to pay special attention to accessibility features – we will monitor closely.
- **Harvard Sq. Plaza:**
 - Phase 1 Sidewalk reconstruction on pause until phase 7 is completed. (No Roadwork during winter months)
 - Phase 7 on going – Demo existing granite and reinforced concrete.
 - Phase 7 duration - ~ 33 weeks
 - Phase 7 involves Granite seating and wall, plaza re-grading, brick paver replacement, utility installations (water, sewer, drain) and electrical and telecommunication conduit work
 - **Estimate Contract Completion Date – November 2026**
- **Chapter 90, Contract 24:**
 - Huron Avenue – Complete
 - Park Avenue - Complete
 - Chestnut Street: brick sidewalk install continues through winter as weather allows, top course paving complete – Pearl to Pleasant
 - Elm St: some sidewalk work remains, final paving Spring 2025
 - Webster Ave – Complete
 - Dodge Street: Final roadway in this contract, **mobilization early April 2025**
- **Chapter 90, Contract 25:**
 - Maple Ave: full depth road construction to commence early April 2025
 - Montgomery Street: Utility work completed. Full depth road construction to commence week of March 24th (weather pending).
 - Dana/Centre Streets: Utility work continues.

Contract Streets

- Green St- Pearl to Landsdowne
- Maple Avenue- Broadway to Cambridge
- Centre St – Dana to Hancock
- Montgomery St – Harvey to Rindge
- Sciarappa St- Charles to Winter

Upcoming projects:

- **Linear Park:**

- <https://www.cambridgema.gov/Departments/communitydevelopment/linearparkredesign>
- No further update this month. Please check out the project page above.

- **Port Infrastructure Project:**

- Clement Morgan Park and Streets in Phase I contract will be bid late spring, with construction beginning late summer.

- **Mass Ave4 improvements:**

- Mass Ave Partial Construction Phase 1A:
 - Construction on Waterhouse Street to Linnaean Street is set to begin this Spring. A Construction Open House will be held for attendees to understand what to expect during construction of this section and to view the final design for upcoming improvements. The Construction Open House is set for Wednesday, March 26, 5:30-7:30 PM, Lesley University, University Hall Atrium, 1815 Mass Ave, 2nd Floor (accessible by elevator).
 - Project Area - Massachusetts Avenue Between Waterhouse Street and Forest St
 - Contract was awarded to Newport Construction

- **Chapter 90, Contract 26:**

- Second round of community meetings will begin with Haskell Street, Thurs. March 27th, 4 – 6 pm. All meetings are held on site.
- **Contract Streets:**
 - Chetwyn Road – Newell St to End
 - Gray Street – Martin to Linnaean
 - Haskell – Rindge to Mass Ave
 - Norfolk – Broadway to Somerville City Line
 - Shepard – Garden to Mass Ave
 - Avon Hill Street – Linnaean St to Upland Rd
 - Hillside Ave – Avon Hill St to Washington Ave

If you are interested in receiving email notifications/updates for Chapter 90 - Contract 26, please email Melissa Miguel, P.E. at mmiguel@cambridgema.gov and you will be added to the contact list.

Staff Report:

Rachel Tanenhaus reported:

- CCPD staff recently handed in our report for Cambridge's budget book. We are working to better track our data but have some statistics on what we do including the # of ADA trainings and technical assistance sessions we provided to city staff/private entities/sometimes other cities: in the 2024 fiscal year (July 1st 2023-June 30 2024) there were 407 of these trainings/technical assistance sessions (generally facilitated by Kate and Rachel), 17 site visits, and 493 phone calls with other community providers and members of the public

- CCPD staff provided technical assistance to Harvard University and the Sheraton Commander for several variance requests to the Mass. Architectural Access Board. Rachel clarified that design professionals do not have to come to us for technical assistance before submitting variance requests but may save time/money down the road by doing so and we are a free resource to them.
- Yesterday Rachel gave a presentation to a group of local health departments in Montana over Zoom who were interested in learning about accessible electronic/information technology—health disparities in disabled communities largely exist because resources are not accessible to people with disabilities.
- Kate is on vacation and will be back in the middle of next week and she plans to be at the April meeting.
- Maya briefly introduced herself and discussed her background at a homelessness services nonprofit, her current studies in conflict resolution at UMass Boston, and her hedgehog.

Public Comment:

None.

Meeting adjourned at 6:35 PM.

Respectfully submitted,
Maya Friedrich