



Advisory Committee on Accessibility

Monday, December 16, 2024, 3:00 PM, Monday December 16th 2024, 3:00 PM, This hybrid meeting will take place in the Sharon Bushor Conference Room, first floor of City Hall 149 Church Street, Burlington, Vermont and online over Zoom.

Join Zoom Meeting <https://zoom.us/j/92902344422?pwd=ZzlnbFISdFhsdnh6ZG9FTEhLTFRnQT09>

Meeting ID: 929 0234 4422

Passcode: 803707

1. Adopt the Agenda

2. Introductions

3. Approve and Adopt Minutes

Subject	3.1. Draft minutes 11.18.24
Meeting	December 16, 2024 - Burlington Advisory Committee On Accessibility - Monday, December 16, 2024, 3:00 PM, Monday December 16th 2024, 3:00 PM, This hybrid meeting will take place in the Sharon Bushor Conference Room, first floor of City Hall 149 Church Street, Burlington, Vermont and online over Zoom.
Category	3. Approve and Adopt Minutes
Department	Other
Type	Minutes
Recommended Action	Approve

4. Public Forum

5. News & Updates

6. Discuss Report Striving for a More Accessible Burlington

Subject	6.1. Striving for a more Accessible Burlington - Report Presentation
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Category	6. Discuss Report Striving for a More Accessible Burlington
Department	Other
Type	
Recommended Action	

7. Next Steps for Community Appointments

Subject	7.1. Update on Departmental Accessibility Coordinators
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Category	7. Next Steps for Community Appointments
Department	Other
Type	
Recommended Action	

8. Set Schedule & Agenda for 2025

9. Adjournment

Subject	9.1. Motion to adjourn
Meeting	December 16, 2024 - Burlington Advisory Committee On Accessibility - Monday, December 16, 2024, 3:00 PM, Monday December 16th 2024, 3:00 PM, This hybrid meeting will take place in the Sharon Bushor Conference Room, first floor of City Hall 149 Church Street, Burlington, Vermont and online over Zoom.
Category	9. Adjournment
Department	Council and Board
Type	
Recommended Action	

10. Informational and Non-Discrimination Statements

Subject	10.1. This agenda is available in alternative formats upon request. For more information on access, call Lori Olberg, Licensing, Voting and Records Coordinator (802-865-7136)(TTY 802-865-7142). Persons with disabilities who require assistance or special arrangements to participate are encouraged to contact 802-865-7000 (voice) or 802-865-7142 (TTY) at least 72 hours in advance so that proper arrangements can be made. This meeting will also air on Town Meeting TV the Wednesday after the meeting, starting at 8:00 pm and repeating at 1:00 am and 7:00 am the following day. The City of Burlington will
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not tolerate unlawful harassment or discrimination on the basis of political or religious affiliation, race, color, national origin, place of birth, ancestry, age, sex, sexual orientation, gender identity, marital status, veteran status, disability, HIV positive status, crime victim status or genetic information.

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Category	10. Informational and Non-Discrimination Statements
Department	Council and Board
Type	



BURLINGTON ADVISORY COMMITTEE ON ACCESSIBILITY
MONDAY NOVEMBER 18 2024, 3:00 PM, THIS HYBRID MEETING WILL TAKE
PLACE IN THE SHARON BUSHOR CONFERENCE ROOM, FIRST FLOOR OF CITY
HALL 149 CHURCH STREET, BURLINGTON, VERMONT AND ONLINE OVER ZOOM.
MINUTES OF MEETING
November 18, 2024

1. Adopt the Agenda

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Chair: Nate Besio called the meeting to order at 3:05 PM.

Motion to adopt the agenda with corrections: Moved by KD, Seconded ER, Approved unanimously.

2. Introductions

2. Introductions

Nate Besio (He/Him) - Chair & representative of the Vermont Center for Independent Living

John Thomas (He/Him) - Vermont Association for the Blind and Visually Impaired

Karen Downey (She/Her) - Resident of Burlington and Adjunct Faculty Instructor UVM Occupation Therapy Doctoral Program

City Employees

Tim Williams (He/Him) - Staff support for the committee

Ashely Parker (She/Her) - Capital Programs Director

Katherine Schad (She/Her) - Chief Administrative Officer and ADA Coordinator for the City of Burlington

Eric Ramakrishnan (He/Him) - Assistant City Attorney

Jon Adams-Kollitz - Burlington Parks Recreation and Waterfront Parks Project Manager

Sophie Sauvé (She/ Her) - Burlington Parks Recreation and Waterfront Parks Comprehensive Planner

Elena Rosen (She/Her) - Marketing and Sponsorship Support Specialist Burlington City Arts

3. Approve and Adopt Minutes

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KD, noted that there appeared to be some spelling mistakes in names in the September & October meeting minutes,

Subject

3.1. September 16th meeting minutes

Meeting

November 18, 2024 - Burlington Advisory Committee On Accessibility - Monday, November 18, 2024, 3:00 PM, **Monday November 18 2024, 3:00 PM, This hybrid meeting will take place in the Sharon Bushor Conference Room, first floor of City Hall 149 Church Street, Burlington, Vermont and online over Zoom.**

Category

3. Approve and Adopt Minutes

Department

Other

Type

Recommended Action

3.1. September 16th meeting minutes

Motion to adopt the minutes with corrections: Moved KS, Seconded SS, Approved unanimously.

Subject **3.2. October 21st meeting minutes**

Meeting November 18, 2024 - Burlington Advisory Committee On Accessibility - Monday, November 18, 2024, 3:00 PM, **Monday November 18 2024, 3:00 PM, This hybrid meeting will take place in the Sharon Bushor Conference Room, first floor of City Hall 149 Church Street, Burlington, Vermont and online over Zoom.**

Category 3. Approve and Adopt Minutes

Department Other

Type

Recommended Action

3.2. October 21st meeting minutes

Motion to adopt the minutes with corrections: Moved SS, Seconded KD, Approved unanimously.

4. Public Forum

4. Public Forum

Though no members of the public were present for the meeting, Karen Downey shared concerns that she heard from a citizen on November 5th trying to access the voting location at Edmunds Middle school related to difficulty accessing entrances for individuals with mobility impairments and issues with language and terminology used by election workers. Katherine Schad, shared that she had received the email from the same member of the public and had shared it with Assistant City Clerk Sarah Montgomery, who works on elections for the City. Sarah has been invited to the December meeting to discuss accessibility and Elections.

5. News & Updates

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Parks and Recreation shared updates about accessibility improvements:

- Re-branding and efforts to boost participation in the annual Halloween Roll & Stroll event.
- Progress on accessible features at Oak Ledge Park and North Beach.

6. ADA Title II Discussion: Identify Top Priorities For ADA Self-Evaluation:

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Overview of the process to identify and evaluate city programs for accessibility:

- Examples of programs: elections, public meetings, and zoning.
- Need for collaboration with city departments and external organizations.

- Agreed to dedicate the next meeting or a separate session to brainstorming and categorizing city programs for evaluation.

7. Potential New Members For Committee

7. Potential New Members For Committee

The committee reviewed the City Council resolution passed 09.10.24 re formalizing the formation and duty of the advisory committee. During the discussion, the committee discussed the need to appoint a vice chair, and the potential need to move the day of the week and time of committee meetings to increase community involvement. Tim Williams and Katherine Schad, would meet outside the committee meeting to discuss what steps are needed to be taken by committee members for appointment.

8. Other Committee Business

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9. Adjournment

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Subject	9.1. Motion to adjourn
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Category	9. Adjournment
Department	Council and Board
Type	
Recommended Action	
9.1. Motion to adjourn	
Motion to adjourn: Moved TW, Seconded ER, Approved unanimously. and meeting adjourned at 3:52 PM	

10. Informational and Non-Discrimination Statements

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Category 10. Informational and Non-Discrimination Statements

Department Council and Board

Type

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2024

STRIVING FOR A MORE ACCESSIBLE BURLINGTON



University of Vermont Occupational Therapy Program

INTRODUCTION

The Center of Disability and Community Inclusion at UVM has found that 21%, or 1 in 5 people in the Vermont population have a disability. Making sure that these individuals have the ability to access businesses, restaurants, venues and more is important for the community. Not only does this foster a healthier community but it benefits the economy. Currently there are accessibility barriers in Burlington that can limit access to community spaces for people with disabilities.

A needs assessment was conducted in collaboration with people that have lived experience with physical and developmental disabilities. Through this process we found ways that Burlington businesses can be made more accessible to a wider range of individuals.



(Miao, n.d.)



THEMES FOUND: STEPS TO A MORE ACCESSIBLE BURLINGTON

Below are themes found when talking to people with lived experience of disability. This list highlights some components of accessibility that were important to the people interviewed.



Physical Accessibility

Physical accessibility does not always have to mean spending money your business cannot afford to adapt to universal design. So long your business is trying to make itself as accessible as possible with the resources available it is following ADA guidelines. An important change that you may want to invest in is ensuring every part of your business is accessible to every customer such as bathrooms, counters, etc.

Beyond ADA

Universal design is making spaces accessible to all people regardless of age, size, ability, or disability. An example of universal design is having large text on menus so people with low vision can more easily see it. Another example is having a ramp at the front entrance that people with and without mobility devices can use. This way people with mobility devices do not have to access the establishment via a separate entrance. Features like these make a space feel inclusive to a wider range of people.

Attitudes of Accessibility

Making sure your business is striving toward equitable access is important. Renovations can be expensive, but there are simple and cheap changes that show your business is working towards making it an inclusive space for all people. Clearing pathways, knowing where ramp access is and being willing to help people entering your business, are some examples of enhanced accessibility you could start using today. A little bit of effort and money can make a big change to someone wanting to enjoy your business.



QUOTES FROM THE COMMUNITY

“If you don't have the ability to rebuild how can you make things as accessible as possible? Attitudinal accessibility and a spirit of proactivity around accessibility is important.”

“A place that feels accessible to me would have a friendly staff that does not appear to be judgemental towards people with not only physical handicaps but also developmental disabilities. It would also be encouraging to see more people employed with disabilities.” - Thad, a Think College student at UVM

“A place is accessible that is level with no stairs or if so very ample railings and enough space between tables or other obstructions to comfortably walk through”

“I wish that businesses had universal design, because sometimes I can access certain parts of a business, but not others and they [the business] can blame me for the lack of accessibility”



NEXT STEPS

Questions to ask yourself and your business when taking steps toward increased accessibility

01

Physical Access

Are wheelchair users or people with limited mobility able to easily get into my business? Is there space for a wheelchair user to move around in my business? Are there grab bars in the bathroom? Are there ADA push buttons for people to get into my business? Are the doors wide enough for a wheelchair to get through? Is there handicap parking? Could a wheelchair user comfortably access seating? Can everyone easily access and use the restroom facilities?

02

Beyond ADA

Are you welcoming to people of all abilities? Do you have options for brail, large print, simplified text for people with developmental disabilities, textile options, reading and audio options? Is your website accessible for someone with low vision? Do you have chargers available for power wheelchairs? Do you have quiet areas for people who may get easily overstimulated? Are you striving to make your business more accessible?



RESOURCES: LINKS TO LEARN MORE

[Universal Design](#)

[Website Accessibility](#)

[10 Simple Ways to Make Your Business Accessible](#)

[6 ways to make your business more accessible for free](#)