

DRAFT



BURLINGTON ADVISORY COMMITTEE ON ACCESSIBILITY
MONDAY JANUARY 27TH 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
January 27, 2025

1. Adopt the Agenda

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The meeting was called to order by TW, at 3:02pm as chair Bisio was not able to make the meeting.
Motion to adopt the agenda by ER, seconded by SS and motion passed unanimously

2. Committee Members Introductions

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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

Jon Adams-Kollitz(He/Him) - 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

Sarah Montgomery (Sge/Her) - Assistant City Clerk

Other Present:

Lisa Black(She/Her)

3. Approve and Adopt Minutes

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Subject	3.1. approve and adopt meeting minutes from the 12.26.24 meeting
Meeting	January 27, 2025 - Advisory Committee on Accessibility Meeting - Monday, January 27, 2025, 3:00 PM, Monday January 27th 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. approve and adopt meeting minutes from the 12.26.24 meeting
A motion was made to postpone the next meeting of the committee motion made by KD and seconded by ER, motion passed unanimously.

4. Public Forum

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TW shared comments sent to the committee via email by Cleary Buckley (He/They) saying that that "the the Planning Dep't is hosting a Plan BTV event at the St. Mark's Bowling and Entertainment Center. They have advertised on Front Porch Forum that attendees will be able to use the bowling alleys, but these are located in the basement that has not elevator or other accessible route to it. IMO, the City should not hold public events in inaccessible locations."

5. News & Updates

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KD shared that the ward 6 voting location will be more accessable that it was duing the november ellection, moving to a location withing the building that has more direct access to vehicle pull in and drop off for those with mobility issues.

Subject	5.1. Departmental Designation of Departmental Coordinators
Meeting	January 27, 2025 - Advisory Committee on Accessibility Meeting - Monday, January 27, 2025, 3:00 PM, Monday January 27th 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	5. News & Updates
Department	Other
Type	
Recommended Action	

5.1. Departmental Designation of Departmental Coordinators
City departments have designated peroneal within departments as accessibility coordinators. These coordinators were invited to this committee meeting to introduce themselves: the following is a list of the departmental coordinators, their role within their departments and email addresses.

Department	Accessablity Coordinator	Role
Airport	Dave Carman	Deputy Director of Aviation for Operation
City Arts	Elena Rosen	Assistant Development Director
BED	Ita Meno	Project & Equity Analyst
BWD	Johanna Schneider	Small Business Support Specialist
CEDO	Gillian Nanton	Community Engagement, Neighborhood Associate Director
Assessor	Jared Rogers	Assessment Analyst

Attorney	Erik Ramakrishnan	Assistant City Attorney
Planning	Charles Dillard	Director of Planning
CT	Sarah Montgomery	Assistant City Clerk
Fire	Stephen Petit	DC of Administration
FFL	Maxamed Ibrahim	Library Technical Assistant
HR	Timothy Williams	Safety Manager
IT	Scot Barker	Chief Innovation Officer
Mayor	Sinead Murray	Administrative Assistant
BPRW	Sophie Sauve	Parks Comprehensive Planner
Permitting & Inspections	Kim Ianelli	Building Inspector
Police	Shannon Trammell	Executive Manager
DPW	Phillip Peterson	Sr. Transportation Engineer
REIB	Maria Davies	Admin and Financial Coordinator

Subject

5.2. Update on changes to VT Open meeting laws

Meeting

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Category

5. News & Updates

Department

Other

Type

Recommended Action

5.2. Update on changes to VT Open meeting laws

TW shared that two new state laws went into effect in January that may affect the committee. One requiring annual training covering Vermont open meeting laws, Act 133 (S.55), specifically Section 5. 1V.S.A. 312k.

The Second Act 171 requires a Municipal Code of Ethics training for " all members of legislative bodies; quasi-judicial bodies; chief administrative officers; mayors; and town and city managers are required to complete training on the new statewide municipal code of ethics."

Additionally, to help in maintaining compliance with Vermont Open meeting Laws and to comply with City policy, a reminder was shared by TW that members of the Committee are required to use their City committee email addresses while conducting any business of the committee.

6. Discuss Appointing Current Attendees to Designated Committee Positions

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Subject	6.1. Communication proposing committee members from Chair Besio
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Category	6. Discuss Appointing Current Attendees to Designated Committee Positions
Department	Other
Type	
Recommended Action	
	6.1. Communication proposing committee members from Chair Besio

7. Other Committee Business

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Seeing no other business, the meeting was adjourned at 3:30pm.

8. Informational and Non-Discrimination Statements

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Subject	8.1. The City of Burlington will not tolerate unlawful harassment or discrimination on the basis of political or religious affiliation, race, color, and national origin, place of birth, ancestry, age, sex, sexual orientation, gender identity, marital status, veteran status, disability, HIV positive status or genetic information. The City is also committed to providing proper access to services, facilities, and employment opportunities.
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Category	8. Informational and Non-Discrimination Statements
Department	Council and Board
Type	Information

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