



Advisory Committee on Accessibility

Monday, September 15, 2025, 3:00 PM, Sharon Bushor Conference Room, first floor of City Hall 149 Church Street, Burlington, Vermont

Meeting Invite information

Zoom Link: <https://zoom.us/j/92356452507?pwd=Zk6QCJswEJla4hSa3seazYvWwFa3Uh.1>

Webinar ID: 923 5645 2507

Passcode: 120399

1. Call to Order

2. Adopt the Agenda

3. Adopt Minutes

Subject	3.1. Adopt and approve the draft minutes of the August 18th meeting of the Burlington Advisory Committee on Accessibility
Meeting	September 15, 2025 - Burlington Advisory Committee On Accessibility - Monday, September 15, 2025, 3:00 PM, Sharon Bushor Conference Room, first floor of City Hall 149 Church Street, Burlington, Vermont
Category	3. Adopt Minutes
Department	Other
Type	

4. Public Forum

5. News and Updates

Subject	5.1. Playground Subcommittee update on Pomeroy Park Playground
Meeting	September 15, 2025 - Burlington Advisory Committee On Accessibility - Monday, September 15, 2025, 3:00 PM, Sharon Bushor Conference Room, first floor of City Hall 149 Church Street, Burlington, Vermont
Category	5. News and Updates
Department	Other
Type	

6. Discussion on best practices for maintaining accessibility to Burlington open meetings

7. Appointing final 3 members to committee

8. Other Committee Business

Subject	8.1. Discussion on private parking garages
Meeting	September 15, 2025 - Burlington Advisory Committee On Accessibility - Monday, September 15, 2025, 3:00 PM, Sharon Bushor Conference Room, first floor of City Hall 149 Church Street, Burlington, Vermont
Category	8. Other Committee Business
Department	Other
Type	
Recommended Action	

9. Adjournment

Subject	9.1. Motion to adjourn
Meeting	September 15, 2025 - Burlington Advisory Committee On Accessibility - Monday, September 15, 2025, 3:00 PM, Sharon Bushor Conference Room, first floor of City Hall 149 Church Street, Burlington, Vermont
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. 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. The City of Burlington will 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.
Meeting	September 15, 2025 - Burlington Advisory Committee On Accessibility - Monday, September 15, 2025, 3:00 PM, Sharon Bushor Conference Room, first floor of City Hall 149 Church Street, Burlington, Vermont
Category	10. Informational and Non-Discrimination Statements
Department	Council and Board
Type	



**BURLINGTON ADVISORY COMMITTEE ON ACCESSIBILITY
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
August 18, 2025**

1. Call to Order

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Meeting Called to order at 3:09 pm by Nate Besio

2. Adopt the Agenda

2. Adopt the Agenda

Motioned by Ashley Parker, seconded by Karen Downey
Final Resolution: Motion Passes
Yes: Unanimous

3. Adopt Minutes

3. Adopt Minutes

No action taken on this item

Subject **3.1. approve and adopt the minutes of the June 16th Burlington Advisory committee on Accessibility**

Meeting August 18, 2025 - Burlington Advisory Committee On Accessibility - Monday, August 18, 2025, 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. Adopt Minutes

Department Other

Type

Recommended Action

3.1. approve and adopt the minutes of the June 16th Burlington Advisory committee on Accessibility

4. Committee members Introductions

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Members of the Committee Present

- Joined in Person - Tim Williams (He/Him) - Staff support for the committee
- Joined in Person - Ashley Parker (She/Her) - Capital Programs Director
- Joined in Person - Nate Besio (He/Him)- Representative of the Vermont Center for Independent Living
- Joined Online - Lisa Black(She/Her) - Disabled physicians assistant, a board-certified patient advocate, licensed ADA

coordinator

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

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

Joined in Online - Sharon Huerault (She/Her) - Resident of Burlington

Members of the Committee Not Present

Scottie Taylor (They/Them) - Nominee for the committee and Burlington Resident

Katherine Schad (She/Her) - Chief Administrative Officer and ADA Coordinator

Other Guests Present

Joined Online - Phillip Peterson (He/Him) - Burlington Department of Public Works Tech Services Division Senior Planner

Joined In Person - Jon Adam-Kolitz (He/Him) - Burlington Parks Recreation and Waterfront Parks Project Manager

Joined In Person - Isabel Vivanco - Burlington Parks Recreation and Waterfront Parks Planning Intern

Joined in Person - Stephen Petit, Deputy Chief of Administration Burlington Fire

5. Public Forum

5. Public Forum

No members of the public were present online or in person to address the committee. However, one comment were submitted via email prior to the committee meeting. Those communications are provided as attachment to the agenda.

Subject

5.1. Email Communication about ADA parking

Meeting

August 18, 2025 - Burlington Advisory Committee On Accessibility - Monday, August 18, 2025, 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. Public Forum

Department

Other

Type

Recommended Action

5.1. Email Communication about ADA parking

Subject

5.1. Email attachment - ADA Parking notes Accessibility Committee 06.16.25

Meeting

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Category

5. Public Forum

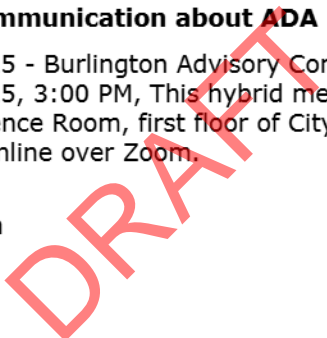
Department

Other

Type

Recommended Action

5.1. Email attachment - ADA Parking notes Accessibility Committee 06.16.25



6. News & Updates

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Subject **6.1. Update on Walking Path Mural**

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Category 6. News & Updates

Department Other

Type

Recommended Action

6.1. Update on Walking Path Mural
No update was provided or available.

Subject **6.2. Update on capital budget request for Leddy Park Area elevator**

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Category 6. News & Updates

Department Other

Type

Recommended Action

6.2. Update on capital budget request for Leddy Park Area elevator
Ashely Parker shared that BPRW Facilities was beginning to process of putting forward an RFP for updates at Leddy, and that no update was available at that time, but believes the RFP may go out in October of this year.

7. Continued discussion on accessible city parking and accessibility during construction

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Phillip Peterson (He/Him) - Burlington Department of Public Works Tech Services Division Senior Planner, Entered into a brief dialogue with the committee about accessible parking in the city of Burlington and was a continuation of the conversation from the previous comites meeting.

8. Election of Officers

8. Election of Officers

Nate Besio was nominated for consideration for chair of the committee by Lisa Black, and Lisa Black was nominated as a co-chair by Karen Downey. No other members were nominated.

A Motion made by Tim Williams, seconded by XXX was to nominate Nate Besio to the role of chair and Lisa

Black to the role of co-chair for a term of two years.
Final Resolution: Motion Passes
Yes: Unanimous

9. Discussion on best practices for maintaining accessibility to Burlington Open meetings

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Based on a previous email to the committee, a brief discussion was started about how to increase accessibility to open meetings, including to members of the deaf and hard of hearing community. Members mentioned ideas such as creating a best practice document and sending to council for consideration, as well as reaching out the university American Sign Language course, for partnerships for translation services.

Subject **9.1. Accessibility Committee Meeting Accommodations for the deaf and hard of hearing**

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Category 9. Discussion on best practices for maintaining accessibility to Burlington Open meetings

Department Other

Type

Recommended Action

9.1. Accessibility Committee Meeting Accommodations for the deaf and hard of hearing

10. Other Committee Business

10. Other Committee Business

Subject **10.1. Checking city email addresses for BACA news and updates**

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Category 10. Other Committee Business

Department Other

Type

10.1. Checking city email addresses for BACA news and updates

Tim Williams shared the importance of utilizing city-issued email addresses for committee business, especially as that contact information is on the city's website and members of the public may be utilizing that as a way to raise concerns with members that in his role of staff support he may not be seeing.

11. Adjournment

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Subject **11.1. Motion to adjourn**

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Category 11. Adjournment

Department Council and Board

Type

Recommended Action

11.1. Motion to adjourn

Motioned by Karen Downey, seconded by John Thomas

Final Resolution: Motion Passes

Yes: Unanimous

12. Informational and Non-Discrimination Statements

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Subject 12.1. This agenda is available in alternative formats upon request. 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. The City of Burlington will 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 12. Informational and Non-Discrimination Statements

Department Council and Board

Type

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