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**City of Melrose Commission on Disability (MCOB)
Meeting Minutes**

Meeting Date: January 14, 2026

Commissioners Present:

Garin Boyd (Secretary)

Alaine Breen

Gary Hale (Chair)

David Hoff (Vice Chair)

Margaret Sheets

Matthew Travers

1. Call to Order

Commission Chair Hale called to order the regular meeting of the Commission on Disability at 7:03 PM.

2. Public Participation

Elizabeth Barr, Chair of the Melrose Human Rights Commission spoke during public participation about closed captioning for Melrose Human Rights Commission meetings.

3. Approval of minutes from last meeting

A motion to approve December meeting minutes was made by Vice Chair Hoff and seconded by Commissioner Sheets. The motion was unanimously approved.

4. CODA/State Updates

Vice Chair Hoff had attended the first part of the monthly CODA meeting.

5. Community Education Guide Update

A quote from Minuteman Press was submitted for printing the Guide for \$2000 for 500 copies. A motion was made by Vice Chair Hoff, seconded by Commissioner Breen to approve printing. The motion was unanimously approved. The bid will be sent to City for approval.

6. SEPAC

There were no updates from SEPAC.

7. High School work experience initiative

Commission Chair Hale and Vice Chair Hoff had a very productive meeting with Chamber of Commerce, members of the Melrose business community and staff from Melrose High School. Disabled students would benefit from real world work experience offered by businesses in Melrose. Commissioners believe this is a great step in opening local businesses to new ways to connect with the High School and assist students with disabilities..

8. MOD/ADA Grant

The Mayor's Office will be seeking City Council approval to receive the MOD grant. The City Council meeting for approval will be Tuesday, January 20th at 7:15 pm. After approval the work funded by the grant will need to be put out to bid. Work will need to be done before June 30, 2026.

9. Disability Pride Events

Follow Your Art Community Studios will likely not be able to staff a summer exhibition. MCOB is looking to have Follow Your Art create another mural for the wall of the YMCA. Mural funding will be secured by MCOB before mural work. The Library may be a possible location for a summer Disability-based art show. Consider the potential to sponsor a disabled artist during the Melrose Chalk Walk. Commissioner Sheets will contact SEPAC and the Melrose Library to start discussion about Disability Pride month events.

10. Other Business

- **Friends of the Fells/Accessible trails:** Commission Chair Hale and Vice Chair Hoff spoke with Friends of the Middlesex Fells to discuss feasibility of having some trails focused on accessibility. As always it will be essential to have people with disabilities included in the planning and execution of this project. A letter of support was proposed by Vice Chair Hoff and seconded by Commissioner Breen. The motion passed. The letter of support for the accessible trails feasibility study grant will be written and sent to the Mayor's office for review and approval.
- **Reappointment:** Melrose Commission on Disability has three commissioners applying for reappointment: Secretary Boyd, Vice Chair Hoff and Commissioner Sheets. A brief discussion about staggering terms was tabled.
- **Conflict of Interest training:** Remember to be on the lookout for Conflict of Interest trainings. Please complete these as soon as possible.
- **Website Changes:** Invitation to be included to Commission email distribution was added to the Web page. No requests as yet.
- **Lebanon St. Parking Signs:** No parking signs have been posted on the cemetery side of Lebanon Street from Sylvan Street to Forest Street!
- **Closed Captioning:** The Human Rights Commission Chair Elizabeth Barr indicated that HRC has its own Zoom account for meetings and was wondering if Melrose Commission on Disability would assist in helping with guidelines around close captioning. MCOB and MHRC could work together on this.

- **YMCA;** Work has been done on the entrance of the YMCA to increase accessibility.
- **Climate Change Group:** Commissioner Sheets has been appointed to a Melrose Climate Change Impact group. The group has had it's first meeting and will be researching opportunities for meaningful projects.
- **Melrose MLK Day of Service:** Events around MLK Day of Service will be happening Sunday, January 18th and Monday January 19th.
- **DISCO event:** Disabled Stories Collective had an event in North Hampton that was well attended and included Vice Chair Hoff and Commission Secretary Boyd.

11. Adjournment

Meeting adjourned, motion made by Vice Chair Hoff, seconded by Commissioner Travers. The motion was unanimously approved.

Meeting minutes submitted by Garin Boyd, Melrose Commission on Disability Secretary.