



# Boards & Commissions Committee

Monday, February 23, 2026, 6:30 PM  
City Council Chamber, 1st Floor  
562 Main Street, Melrose, MA 02176

## MINUTES

### I. CALL TO ORDER

Kimberly Vandiver	Vice Chair
Cal Finocchiaro	
Elizabeth Kowal	
Christopher Park	
William Bradley Freeman	President, Ex Officio Member
Ryan Williams	Chair

Remote meeting was called to order by Chair Williams at 6:30 PM.

Attendee Name	Title	Status	Arrived
Kimberly Vandiver	Vice Chair	Present	
Cal Finocchiaro	Ward 6	Present	
Elizabeth Kowal	At-Large	Present	
Christopher Park	Ward 3	Present	
William Bradley Freeman	President, Ex Officio Member	Present	
Ryan Williams	Chair	Present	

### II. MINUTES APPROVAL

Boards & Commissions Committee Meeting February 2, 2026 7:20 PM

Motion to Approve the minutes by unanimous consent without reading made by Chair Williams.

<b>RESULT:</b>	<b>ACCEPTED [UNANIMOUS]</b>
<b>AYES:</b>	Cal Finocchiaro, Elizabeth Kowal, Christopher Park, Kim Vandiver, Ryan Williams, Bradley Freeman

### III. PUBLIC COMMENT

**Pending Snow Storm - Meeting could be fully remote and accessed via the ZOOM LINK only.**

When: Feb 23, 2026 06:30 PM Eastern Time (US and Canada)

Topic: Boards & Commissions Meeting

Join from PC, Mac, iPad, or Android:

<https://cityofmelrose-org.zoom.us/j/93539693090?pwd=ZJ0rLa0Ob1BaVkPgkAzlcCihW9HNfx.1>

Passcode:875572

Webinar ID: 935 3969 3090

Motion to Open public comment made by Chair Williams at 6:33 PM

There were no comments via Zoom

Motion to Close public comment made by Chair Williams at 6:33 PM

#### **IV. APPOINTMENTS/REAPPOINTMENTS**

Chair Williams opened the floor to the re-appointee candidates to share their individual contributions to and reasons for serving on the Commission on Disability.

Comments on Discussion of all of the Items:

-Councilor Finocchiaro asked about the Disability Guide that they wrote. It's a 20 page document that includes user friendly advice, proper etiquette, advice on planning accessible events, inclusion, accommodations and more resources.

-Councilor Kowal asked what is your wish list or pet projects. They replied growing Disability Pride month events and services, getting schools to be fully accessible followed by public spaces and buildings, and expanding the employment project for young people with disabilities at the school.

-President Freeman asked about expanding recreation programs and if they are inclusive. He suggested they complete the current survey to provide feedback. They commented that the Friends of the Fells is trying to make some trails accessible.

-Councilor Park asked what has been the biggest challenge while working on the commission. They replied there is so much to do and Melrose has been amazing and positive in receptivity. They need to keep events scalable and manageable, not too overwhelming and consuming. They struggle a bit knowing who the group is targeted to since not all identify as disabled. They need to make sure that their commission is known to all and is available to help those in need at the specific individual level also.

Motion to Conjoin Items 2026-294, 2026-295 and 2026-296 made by Chair Williams.

Seconded by Councilor Finocchiaro.

All were in favor and motion passed.

Motion to Recommend to city council made by Councilor Finocchiaro

Seconded by President Freeman

All were in favor and motion passed

<b>RESULTS:</b>	<b>PASSED [UNANIMOUS]</b>
<b>TO:</b>	City Council
<b>AYES:</b>	Cal Finocchiaro, Elizabeth Kowal, Christopher Park, Kim Vandiver, Ryan Williams, Bradley Freeman
<b>NAYS:</b>	None

- A. **(ID # 2026-294):** Reappointment of David Hoff, 46 Warwick Road, to the Commission on Disability for a three-year term, said term to expire on the last day of February 2029.

- B. **(ID # 2026-295):** Reappointment of Garin Boyd, 463 Lebanon Street, to the Commission on Disability for a three-year term, said term to expire on the last day of February 2029.
- C. **(ID # 2026-296):** Reappointment of Margaret Sheets, 53 Melrose Street to the Commission on Disability for a three-year term; said term to end on the last day of February 2029.

**V. ADJOURNMENT**

The City of Melrose does not discriminate based on disability and is committed to hosting accessible meetings and events. Individuals with disabilities who need auxiliary aids and services for effective communication, written materials in alternative formats, or reasonable modifications in policies and procedures, in order to access the programs and activities of the City of Melrose or to attend meetings, should contact the City's ADA Coordinator, Polina Latta [platta@cityofmelrose.org](mailto:platta@cityofmelrose.org).

Motion to Adjourn made by Chair Williams at 7:02 PM  
Seconded by Councilor Finocchiaro  
All were in favor and meeting was adjourned

January 20, 2026


Dear Mayor Grigoraitis:

I am writing to request to be re-appointed to the City of Melrose Commission on Disability for another 3-year term. During my recent term my accomplishments have included:

1. Serving as Commission Chair for 2 years
2. Service as Vice Chair for the past year
3. Leading the development of the recently published disability guide for community organizations.
4. Working to build the partnership between the Melrose Public Schools, Chamber of Commerce, and city businesses to expanding work experiences and employment opportunities for students with disabilities.
5. Assisting with successful applications to the Massachusetts Office on Disability for funding of capital improvements to increase accessibility of city buildings.

It has been an honor to serve on the commission for the past 6 years. I would very much appreciate the opportunity to continue to work together with my fellow commission members and the city to ensure Melrose is an accessible and welcoming community for all residents with disabilities.

Sincerely,

A handwritten signature in black ink, appearing to read "David Hoff". The signature is fluid and cursive, with the first name "David" being more prominent than the last name "Hoff".

David Hoff  
46 Warwick Road  
Melrose, MA. 02176



Mayor Jennifer Grigoraitis  
Melrose City Hall  
Melrose, MA 02176

Dear Mayor Grigoraitis:

Please accept this letter as my request for reinstatement onto the Melrose Commission on Disability. Over the past three years I have served as Secretary for two of those years. Prior to that I served as Vice Chair. I have helped organize and execute city wide activities including the Disability Pride Month celebration. I have made it my goal to attend Melrose city meetings and support disability policy and grant approval. I have also worked to increase representation and inclusion within the disabled community. As an artist and an advocate, I try to incorporate creative expression and community engagement into the work I do with the Commission.

I feel grateful to have served for six years. It is amazing to work with a motivated, talented and passionate Commission. I am so proud of our accomplishments and the seismic shifts we have made to increase accessibility in Melrose. As noted in the recent city meeting: our list is long and it will be a while until we are “totally there” with accessibility. I would like to continue my work. It would be an honor to serve another three year term.

Sincerely,

A handwritten signature in black ink that reads "Garin A. Boyd". The signature is written in a cursive, flowing style.

Garin A. Boyd  
463 Lebanon Street

# Margaret Sheets

Melrose, MA | [REDACTED] | [REDACTED]

| [linkedin.com/in/margaret-sheets](https://www.linkedin.com/in/margaret-sheets)

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January 5, 2026

Dear Lauren and Diane,

I am writing to formally request reappointment to the Melrose Commission on Disability for a new three-year term. Having served as a founding member since 2020, I am deeply committed to continuing the Commission's work in ensuring Melrose is as welcoming and inclusive as possible for people with disabilities.

During my time with the Commission, I have served in various leadership roles, including Commission Secretary and Vice Chair. In my current role as Commissioner At-Large, I am particularly proud of leading the planning for Disability Pride Month in 2024 and 2025. By coordinating with local partners like Follow Your Art and the Melrose Public Library, we successfully engaged the community through murals, panel discussions, and inclusive children's book readings.

Beyond events, I remain dedicated to practical advocacy, such as my recent work collaborating on a resource guide to help our local organizations and places of worship improve their physical and social accessibility. In a subsequent three-year term, I hope to build on this momentum by expanding on Disability Pride Month events to ensure they continue to grow and become a well-established yearly town event. I also feel strongly that my knowledge of the Commission's growth since its inception will be an asset in ensuring the Commission's long-term projects reach completion.

I would be pleased to discuss my goals or any other information you may need for my reappointment at your convenience. Please feel free to contact me at [REDACTED] or by phone at [REDACTED].

Sincerely,



Margaret Sheets