



WELFLEET COMMISSION ON DISABILITIES  
300 Main Street – Town Hall  
Wellfleet, Massachusetts 02667

The Wellfleet Commission on Disabilities met on December 14, 2023 remotely via Zoom  
Members Present: Kate Clemens, George Harris, Jim McAuliffe, Robert Dupuis, ADA Coordinator  
Suzanne Grout Thomas

Absent: Fred Gentner

The meeting was called to order at 3:04 p.m.

1. The minutes of the October 12, 2023 meeting were approved.

2. Status of Wellfleet MOD Grant Applications

MOD Grant Compliance Coordinator Evan George indicated that applicants would likely begin to be notified of decisions on their grant proposals on or about December 15, 2023.

3. Next Steps

Ms. Grout Thomas reported that the Assistant Town Administrator, who is in charge of procurement, indicated that the project grant requires a written scope-of-work statement to solicit written responses from no fewer than three persons who customarily perform such work and the planning grant requires sealed bids or proposals in response to an RFP.

Mr. McAuliffe commented that the threshold for the RFP procedure increased from \$25,000 to \$50,000 in November 2022, and both the planning and project grant are under the \$50,000 limit. Because the grant expenditure cycle ends on June 30, 2024 and cannot be extended, the MOD recommends that applicants solicit price quotations with the stipulation that the Town reserves the right to cancel all or part of the solicitation. This enables recipients to move forward immediately upon notification of approval of their grants by the MOD.

Commissioners discussed preparations in anticipation of approval of the grants to position the Town to take full advantage of this time-bound opportunity including inviting Wellfleet department heads to identify known accessibility concerns for inclusion in the scope of services; reviewing the content of the scope of services sections of invitations to bid recently issued by similar Cape Cod towns; identifying qualified consultants for the planning grant initiative; and holding an informational meeting to explain both grant initiatives to the public and request their input and participation.

4. Update on Hatches Ramp

The complaint about the ramp Ms. Clemens filed as a private citizen cannot be located. Ms. Clemens moved that a copy of this complaint together with an update describing the Commission's history with this issue be sent to Ms. Grout Thomas, who has been designated to receive ADA-related complaints. Mr. McAuliffe seconded the motion, and it was approved unanimously.

Mr. McAuliffe reported that Valerie Fletcher of the Institute for Human Centered Design and Northeast ADA Center examined photographs of the ramp at Commission request and confirmed that the structure lacks all of the components of an ADA compliant ramp. Commissioners commented that the longstanding concern about access to Hatches is

complicated by questions about the application of ADA requirements to old construction, prior Building Commission approvals, land ownership boundaries, and feasibility and cost limitations.

#### 5. ADA Compliance of Chequessett Bridge

Mr. Harris replied to DPW Commissioner Jay Norton's inquiry about Wellfleet Commission on Disabilities approval of the design for the Chequessett Bridge by stating that while the Commission is able to review the overall design of the bridge project to ensure that provisions for the handicapped are in place, it lacks the authority to approve the specifications because it is an advisory rather than a regulatory body. The Commission assumes that the project engineers are familiar with and able to satisfy ADA requirements.

It was moved to adjourn the meeting at 4:09 p.m.

Next meeting: To be determined

Respectfully submitted,  
James McAuliffe, Secretary