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**Commonwealth of Massachusetts Division of  
Occupational Licensure Office of Public Safety  
and Inspections Architectural Access Board**  
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LICENSURE**

**Board Meeting Minutes – February 24,  
2025, Teams Meeting**

This meeting was open to the public and began at approximately 9:03 AM

Architectural Access Board member attendance:

Dawn Guarriello, Chair (DG)

Patrcia Mendez, Vice Chair (PM)

Elizabeth Myska (EM)

Mary Mahon McCauley (MM)

Jeff Dougan (JD)

Kathryn Denis (KD)

Pamela Daly (PD)

Elizabeth Myska (EM)

David Johnson (DJ)

Division of Occupational Licensure Employees attendance:

William Joyce – AAB Executive Director (WJ)

Jamie Dalton – Board Counsel (JaD)

Molly Griffin – Program Coordinator (MG)

DG opened the meeting for Roll Call:  
PM, KD, PD, DJ, MM, JD, EM

1. 9:03 AM V25-016 16 Garden Street, Cambridge  
Exhibit – Variance Application and associated documents  
WJ presented documentation – Discussion of Variance:

28

Motion to Grant on the condition that the cab that complies with 521 CMR is independently operable on the button(the call button should not call the inaccessible elevators) by JD

2<sup>nd</sup> by KD

Roll Call Vote

PM- yes

KD- yes

PD- yes

DJ- yes

MM- yes

EM- yes

DG- yes

7 yes, 0 no, 0 abstention- Motion Passes

27.1

Motion to Grant by DJ

2<sup>nd</sup> by JD

Roll Call Vote

PM- yes

KD- yes

PD- yes

DJ- yes

JD- yes

EM- yes

DG- yes

7 yes, 0 no, 0 abstention- Motion Passes

25.1

Motion to Grant on the condition that signage is provided by DJ

2<sup>nd</sup> by PD

Roll Call Vote

PM- yes

KD- yes

PD- yes

DJ- yes

JD- yes

EM- yes

DG- yes

7 yes, 0 no, 0 abstention- Motion Passes

8.7

Motion to Continue for test plans for 25% of rooms to grade the existing doors with 32in clear width along with cost estimates by PM

2<sup>nd</sup> by JD

Roll Call Vote

PM- yes

KD- yes

PD-yes

DJ- yes

JD- yes

EM- yes

DG- yes

7 yes, 0 no, 0 abstention- Motion Passes

2. 9:17 AM V25-018 695 Atlantic Avenue, Boston

Exhibit – Variance Application and associated documents

WJ presented documentation – Discussion of Variance:

Motion to Continue for them to clearly identify on this section of sidewalk which portion exceeds 2% by JD

2<sup>nd</sup> by DJ

Roll Call Vote

PM- yes

KD- yes

PD- yes

DJ- yes

JD- yes

EM- yes

DG- yes

7 yes, 0 no, 0 abstention- Motion Passes

3. 9:21 AM V25-020 53 Glen Road, Boston

Exhibit – Variance Application and associated documents

WJ presented documentation – Discussion of Variance:

8.2

Motion to Grant on the following conditions: that there is no unique programming in the basement or on the 2<sup>nd</sup> level, and an accommodation policy the Board can review of how people can meet staff if their office is downstairs, by JD

2<sup>nd</sup> by KD

Roll Call Vote

PM- yes

KD- yes

PD- yes

DJ- yes

JD- yes

EM- yes  
DG- yes  
7 yes, 0 no, 0 abstentions- Motion Passes

25.1

Motion to Grant the accessible entry as proposed with a reminder that signage be provided at entry B by KD

2<sup>nd</sup> by JD

Roll Call Vote

PM- yes

KD- yes

PD- yes

DJ- yes

JD- yes

EM- yes

DG- yes

7 yes, 0 no, 0 abstentions- Motion Passes

4. 9:39 AM V25-021 7 Plymouth Street, New Bedford  
Exhibit – Variance Application and associated documents  
WJ presented documentation – Discussion of Variance:

Motion to Schedule a Hearing by JD

2<sup>nd</sup> by PD

Roll Call Vote

PM- yes

KD- yes

PD- yes

DJ- yes

JD- yes

EM- yes

DG- yes

7 yes, 0 no, 0 abstention – Motion Passes

5. 9:41 AM V25-022 Hadley, Cambridge, Parker, and Stark streets,  
Boston  
Exhibit- Variance application and associated documents  
WJ presented documentation- Discussion of Variance  
KD Recuses

Motion to Continue for more information about the curb cuts in question and identifying cross-slope percentages by JD

2<sup>nd</sup> by PM

Roll Call Vote

PM- yes

KD- recuses

PD- yes  
DJ- yes  
JD- yes  
EM- yes  
DG- yes  
6 yes, 0 no, 1 abstention- Motion Passes

6. 9:44 AM V25-023 17-19 Prospect Street, Northampton  
Exhibit-Variance application and associated documents  
WJ presented documentation- Discussion of Variance

Motion to Packet by JD  
2<sup>nd</sup> by PD  
Roll Call Vote  
PM-yes  
KD- yes  
PD- yes  
DJ- yes  
JD-yes  
EM- yes  
DG- yes  
7 yes, 0 no, 0 abstention- Motion Passes

7. 9:45 AM V25-024 1785 Columbus Avenue, Roxbury  
WJ presented documentation- Variance Application and associated documents

Motion to Continue for more information for the clearance under the sinks in question, and differentiating the dump sinks and the sinks in the toilet rooms, by JD  
2<sup>nd</sup> by PD  
Roll Call Vote  
PM- yes  
PD- yes  
KD- yes  
DJ- yes  
JD- yes  
EM- yes  
DG- yes  
7 yes, 0 no, 0 abstention- Motion Passes

8. 9:47 AM V25-025 25 Exchange Street, Lynn  
WJ presented documentation- Variance Application and associated documents

25.1  
Motion to Continue until Board receives information for request #2 , and clarification regarding their egress by JD  
2<sup>nd</sup> by DJ  
Roll Call Vote

PM- yes  
KD- yes  
PD- yes  
DJ- yes  
JD- yes  
EM- yes  
DG- yes  
7 yes, 0 no, 0 abstention – Motion Passes

24

Motion to Continue for more information about modifying the ramp and if they can modify this to make it compliant by JD

2<sup>nd</sup> by PD

Roll Call Vote

PM- yes

KD- yes

PD- yes

DJ- yes

JD- yes

EM- yes

DG- yes

7 yes, 0 no, 0 abstentions- Motion Passes

9. 10:12 AM V25-026 40R Highland Avenue, Salem  
WJ presented documentation- Variance Application and associated documents

Motion to Deny by KD

2<sup>nd</sup> by DJ

Roll Call Vote

PM- yes

KD- yes

PD- yes

DJ- yes

JD- yes

EM- yes

DG- yes

7 yes, 0 no, 0 abstention- Motion Passes

10. 10:20 AM V25-029 265 Riverside Street, Lowell  
WJ presented documentation- Variance Application and associated documents

12.4 - 26.11 (Requests 1-3)

Motion to Continue for the hazardous materials report by DJ

2<sup>nd</sup> by JD

Roll Call Vote

PM- yes

KD- yes

PD- yes

DJ- yes  
JD- yes  
EM- yes  
DG- yes  
7 yes, 0 no, 0 abstention- Motion Passes

27.4.1  
Motion to Grant by DJ  
2<sup>nd</sup> by PD  
Roll Call Vote  
PM- yes  
KD- yes  
PD- yes  
DJ- yes  
JD- yes  
EM- yes  
DG- yes  
7 yes, 0 no, 0 abstentions- Motion Passes

11. 10:32 AM                                      V24-164                      52 Ash Street, New Bedford  
WJ Presents documentation- Additional Information

Motion to Grant the time relief for 2 years until 3/1/2027 with 6 month status updates on fundraising, construction, and progress, first report by September 1, 2025 by JD  
2<sup>nd</sup> by DJ  
Roll Call Vote  
PM- yes  
KD- yes  
PD- yes  
DJ- yes  
JD- yes  
EM- yes  
DG- yes  
7 yes, 0 no, 0 abstentions- Motion Passes

12. 10:40 AM                                      C23-174 & V24-106                      35 New Ipswich Road, Ashby  
WJ Presents documentation- Additional Information

Motion to Schedule a Fine Hearing regarding the lack of response for the work accounted for by KD  
2<sup>nd</sup> by PD  
Roll Call Vote  
PM- yes  
KD- yes  
PD- yes  
DJ- yes  
JD- yes  
EM- yes  
DG- yes

7 yes, 0 no, 0 abstentions- Motion Passes

Motion to Order the Town to stripe a van accessible space within the next 60 days by  
KD

2<sup>nd</sup> by JD

Roll Call Vote

PM- yes

KD- yes

PD- yes

DJ- yes

JD- yes

EM- yes

DG- yes

7 yes, 0 no, 0 abstention- Motion Passes

13. 10:48 AM V24-193 1341 Route 28, Yarmouth  
WJ Presents documentation- Withdrawal Request

Motion to Accept withdrawal by PM

2<sup>nd</sup> by DJ

Roll Call Vote

PM- yes

KD- yes

PD- yes

DJ- yes

JD- yes

EM- yes

DG- yes

7 yes, 0 no, 0 abstentions- Motion Passes

14. 10:50 AM V25-005 49 Hemlock Road, Sudbury  
WJ Presents documentation- Additional Information

Motion to Alert the building official that the Board would not oppose temp TCO by  
JD

2<sup>nd</sup> by PD

Roll Call Vote

PM- yes

KD- yes

PD- .yes

DJ- yes

JD- yes

EM- yes

DG- yes

7 yes, 0 no, 0 abstentions- Motion Passes

11:00 AM Hearing V23-187 15 Pleasant Street, Lynn  
DG opened the hearing, introduced the Board, and established procedures. Participants John  
Crowell project architect (Deer Hill Architects), Jeff Weeden Lynn Housing Authority, Charles



Eisenberg of Eisenberg Consulting, Brian Heney, construction manager, and Peggy Phelps from Lynn Housing Authority are sworn in. Exhibit #1 AAB 1-60, as well as Exhibits #2 and Exhibit #3 and Exhibit #4 are noted. John Crowell gives an overview of the project and discusses the elevator portion of the project first followed by questions from the Board. John then discusses the staircases and the second means of egress. Discussion and questions of hearing.

Motion to Grant on the condition that another Group 2 unit is added as well as blocking in all of the bathrooms, and submit the letter by MHC by JD

2<sup>nd</sup> by PD

Roll Call Vote

KD- yes

PD- yes

DJ- yes

JD- yes

EM- yes

DG- yes

6 yes, 0 no, 0 abstention- Motion Passes

Monumental Stairwell

Motion to Grant by MM

2<sup>nd</sup> by PD

Roll Call Vote

KD- yes

PD- yes

DJ- no

MM- yes

EM- yes

DG- no

4 yes, 2 no, 0 abstentions- Motion Passes

1:00 PM Hearing

V24-150

535 County Street, New Bedford

DG opened the hearing, introduced the Board, and established procedures. Participants Bryan Buckley senior project architect with Signal Works, Morgan Proudfoot of the Grace Harbor Church, Joanna Grocott of Signal Works, Chelsea West of Neighborhood Churches, and Eric Army of Signal Works are sworn in. Exhibit #1 AAB 1-73 is noted. Morgan Proudfoot gives an overview of the project from the church's point of view. Bryan Buckley, project architect, adds context to the project and their request for relief to provide an elevator. Discussions and questions of hearing.

Motion to Find that no variance is required on the condition that the team send the Board an updated permit set with the plans clearly identifying employee-only spaces by KD

2<sup>nd</sup> by PD

Roll Call Vote

KD- yes

PD- yes

DJ- no

JD- yes

EM- yes

DG- abstain

4 yes, 1 no, 1 abstention- Motion Passes

Motion to Find that not all of the entrances are accessible, two accessible means of egress are required and not provided, the front stairs lack the required handrails on both sides, and there is a step identified on page A2.1 that shows a step to the front deck by KD

2<sup>nd</sup> by JD

Roll Call Vote

KD- yes

PD- yes

DJ- yes

JD- yes

EM- yes

DG- yes

6 yes, 1 no, 0 abstentions- Motion Passes

Motion to Find a door to community space 103 lacks the maneuvering clearances on the pull-side by KD

2<sup>nd</sup> by JD

Roll Call Vote

KD- yes

PD- yes

DJ- yes

JD- yes

EM- yes

DG- yes

6 yes, 0 no, 0 abstentions- Motion Passes

15. 1:24 PM V25-005 49 Hemlock Road, Sudbury

WJ Presents documentation- Variance Application

KD Recuses

Motion to Schedule a Hearing by DJ

2<sup>nd</sup> by JD

Roll Call Vote

PM- yes

KD- recuse

PD- yes

DJ- yes

JD- yes

EM- yes

JP- yes

DG- yes

7 yes, 0 no, 1 abstention- Motion Passes

16. 2:00 PM V24-181 12 Green Road, Bolton  
WJ Presented documentation- Additional Information

Motion to Grant for the layout on AAB 6 and to extend the third rail going down to extend to 1 additional step at the landing, and the handrail at the last step by DJ

2<sup>nd</sup> by PD

Roll Call Vote

KD- yes

PD- yes

DJ- yes

EM- yes

JD- yes

5 yes, 0 no, 0 abstention- Motion Passes

17. 2:14 PM V25-197 Washington Street near Walker Street  
WJ Presents documentation- Additional Information

Motion to Grant on the condition they use alternative 1 by PD

2<sup>nd</sup> by KD

Roll Call Vote

KD- yes

PD- yes

DJ- yes

EM- yes

JD- yes

5 yes, 0 no, 0 abstention- Motion Passes

18. 2:20 PM V24-207 703 Washington Street, Holliston  
WJ Presents documentation- Additional Info

Motion to Grant on the condition that the accessible route from the proposed accessible parking spaces fully comply including the curb cuts with those spaces by KD

2<sup>nd</sup> by PD

Roll Call Vote

KD- yes

PD- yes

DJ- yes

EM- yes

JD- yes

5 yes, 0 no, 0 abstention- Motion Passes

Motion to Find current curb cuts do not comply with 21.3 by KD

2<sup>nd</sup> by PD

Roll Call Vote

KD- yes

PD- yes

DJ- yes

EM- yes

JD- yes

5 yes, 0 no, 0 abstentions- Motion Passes

19. 2:43 PM V24-212 1 Atlantic Avenue, Marblehead  
WJ Presents documentation- Additional information

Motion to Continue for information on the location of the dumpster and how trash will be handled by KD

2<sup>nd</sup> by DJ

Roll Call Vote

KD-yes

PD- yes

DJ- yes

EM- yes

JD- yes

5 yes, 0 no, 0 abstention- Motion Passes

Motion to Find the entry door to the accessible entrance lacks the maneuvering clearances on the pull side by KD

2<sup>nd</sup> by DJ

Roll Call Vote

KD- yes

PD- yes

DJ- yes

EM- yes

JD- yes

5 yes, 0 no, 0 abstentions- Motion Passes

20. 2:59 PM V24-217 14 Beacon Street, Greenfield  
WJ Presents documentation- Additional information

Motion to

2<sup>nd</sup> by

Roll Call Vote

KD- yes

PD- yes

DJ- yes

EM- yes

JD- yes

5 yes, 0 no, 0 abstention- Motion Passes

21. 3:16 PM V24-205 56 Hatch Street, Marshfield  
WJ Presents documentation- Additional information

Motion to Continue for more clarification and or regulatory purposes for why the bathroom is located there by PD

2<sup>nd</sup> by DJ

Roll Call Vote

KD- yes

PD- yes

DJ- yes

EM-.yes

JD-yes

5 yes, 0 no, 0 abstention- Motion Passes

22. 3:13 PM V25-003 150 Williams Street, Chelsea  
WJ Presented documentation- Additional information

Motion to Grant the use of the lift in the group 2 unit as proposed by KD

2<sup>nd</sup> by DJ

Roll Call Vote

KD- yes

PD- yes

DJ-yes

EM- yes

JD- yes

5 yes, 0 no, 0 abstention- Motion Passes

Motion to Find that the tub clear floor space in the group 1 bathroom cannot underlap the toilet by KD

2<sup>nd</sup> by DJ

Roll Call Vote

KD- yes

PD- yes

DJ- yes

EM- yes

JD- yes

5 yes, 0 no, 0 abstentions- Motion Passes

23. 3:21 PM V25-007 4-6 Haynes Street, East Boston  
WJ Presented documentation- Additional information

Motion to Continue for a straight in straight out entry to the lift by DJ

2<sup>nd</sup> by KD

Roll Call Vote

KD- yes

PD- yes

DJ- yes

EM- yes

JD- yes

5 yes, 0 no, 0 abstention- Motion Passes

24. 3:23 PM V25-009 581 Boylston Street, Boston  
WJ Presented Documentation- Additional Information

Motion to Grant as proposed by DJ  
2<sup>nd</sup> by KD  
Roll Call Vote  
KD- yes  
PD-yes  
DJ- yes  
EM- yes  
JD- yes  
5 yes, 0 no, 0 abstentions- Motion Passes

25. 3:38 PM V25-013 425 Pleasant Street, Worcester  
WJ Presented Documentation- Additional Information

Motion to Continue for a more detailed phasing plan by KD  
2<sup>nd</sup> by PD  
Roll Call Vote  
KD- yes  
PD- yes  
DJ- yes  
EM- yes  
JD- yes  
5 yes, 0 no, 0 abstentions- Motion Passes

Motion to Continue for an accommodation policy on the trash services by KD  
2<sup>nd</sup> by DJ  
Roll Call Vote  
KD- yes  
PD- yes  
DJ- yes  
EM- yes  
JD- yes  
5 yes, 0 no, 0 abstentions- Motion Passes

26. 3:44 PM Minutes and Decisions  
WJ Presented documentation- minutes and decisions

Motion to Approve minutes and decisions from February 10, 2025 by KD  
2<sup>nd</sup> by PD  
Roll Call Vote  
KD- yes  
PD- yes  
DJ- yes  
EM- yes  
JD- yes  
5 yes, 0 no, 0 abstention- Motion Passes

Respectfully submitted,  
Molly Griffin, Program Coordinator

Exhibit List

- Sheraton Commander Hotel, 16 Garden Street, Cambridge (V25-016)
  - Exhibit – Variance Application and associated documents
- Sidewalk, 695 Atlantic Avenue, Boston (V25-018)
  - Exhibit – Variance Application and associated documents
- Shelter, 53 Glen Road, Boston (V25-020)
  - Exhibit – Variance Application and associated documents
- Freedom House, 7 Plymouth Street, New Bedford (V25-021)
  - Exhibit – Variance Application and associated documents
- Curb Cuts, Hadley, Cambridge, Parker, and Stark Streets, Boston (V25-022)
  - Exhibit – Variance Application and associated documents
- Lamont House, 17-19 Prospect Street, Northampton (V25-023)
  - Exhibit – Variance Application and associated documents
- Horizons for Homeless Children, 1785 Columbus Avenue, Roxbury (V25-024)
  - Exhibit- Variance Application and associated documents
- Lynn Arts Building, 25 Exchange Street, Lynn (V25-025)
  - Exhibit- Variance Application and associated documents
- Salem Fairweather Apartments, 40R Highland Avenue, Salem (V25-026)
  - Exhibit- Variance Application and associated documents
- UMass Lowell Olney Hall, 265 Riverside Street, Lowell (V25-029)
  - Exhibit- Variance Application and associated documents
- Ashby American Legion Post 361, 35 New Ipswich Road, Ashby (V24-106 & C23-174)
  - Exhibit- Additional Information
- Whaling City Sober House, 52 Ash Street, New Bedford (V24-164)
  - Exhibit- Additional Information
- Nashoba Regional High School, 12 Green Road, Bolton (V24-181)
  - Exhibit- Additional Information
- Mixed Use Building, 1341 Route 28, Yarmouth (V24-193)
  - Exhibit- Additional Information
- Sidewalk, Washington Street near Walker Street, Newton (V24-197)
  - Exhibit- Additional Information
- Holliston Town Hall parking lot, 703 Washington Street, Newton (V24-197)
  - Exhibit- Additional Information
- Restaurant, 1 Atlantic Avenue, Marblehead (V24-212)
  - Exhibit- Additional Information
- Blessed Sacrament Parish Hall, 14 Beacon Street, Greenfield (V24-217)
  - Exhibit- Additional Information
- Residential Building, 150 Williams Street, Chelsea (V25-003)
  - Exhibit- Additional Information
- Sudbury Swim and Tennis, 49 Hemlock Road, Sudbury (V25-005)
  - Exhibit- Additional Information
- Residential Building, 4-6 Haynes Street, East Boston (V25-007)
  - Exhibit- Additional Information
- Mixed Use Building, 581 Boylston Street, Boston (V25-009)
  - Exhibit- Additional Information
- Elm Park Tower, 425 Pleasant Street, Worcester (V25-013)
  - Exhibit- Additional Information
- Lynn Armory, 15 Pleasant Street, Lynn (V23-187)
  - Exhibit #1- AAB 1-60

- Exhibit #2- Plans
  - Exhibit #3- Drill Shed Plan
  - Exhibit #4- Packet of Information
- Mixed Use Building, 535 County Street, New Bedford (V24-150)
  - Exhibit #1- AAB 1-73
- Minutes and decisions from February 10, 2025, meeting
  - Exhibit- draft minutes and decisions