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

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SARAH R. WILKINSON
COMMISSIONER, DIVISION OF
OCCUPATIONAL LICENSURE

**Architectural Access Board
Meeting Minutes – August 25, 2025,
Teams Meeting**

This meeting was open to the public and began at approximately 9:05 AM
Architectural Access Board member attendance:

Patricia Mendez, Vice Chair (PM)
Elizabeth Myska (EM)
Jeff Dougan (JD)
Kay Bell (KB)
Pamela Daly (PD)
Katie Denis (KD)

Division of Occupational Licensure Employees attendance:

William Joyce – AAB Executive Director (WJ)
Jamie Dalton – Board Counsel (JaD)
Molly Griffin – Program Coordinator (MG)
Arellyn Benitez- Compliance Officer (AB)

PM opened the meeting for Roll Call:
KD, PD, JD, EM, KB

1. 9:06 AM V25-133 Dana Street, Cambridge
Exhibit – Variance Application and associated documents
WJ presented documentation – Discussion of Variance:

Motion to Grant both requests as proposed by KD

2nd by PD

Roll Call Vote

PM- yes

KD- yes

PD- yes

JD- abstain

EM- yes

KB- yes

5 yes, 0 no, 1 abstention- Motion Passes

2. 9:13AM V25-134 Sunset Road, Cambridge

Exhibit – Variance Application and associated documents

WJ presented documentation – Discussion of Variance:

Motion to Deny all 4 requests by KB

2nd by PD

Roll Call Vote

PM- yes

KD- yes

PD- yes

JD- yes

EM- yes

KB- yes

6 yes, 0 no, 0 abstention- Motion Passes

3. 9:22 AM V25-135 Dodge Street, Cambridge

Exhibit – Variance Application and associated documents

WJ presented documentation – Discussion of Variance:

Motion to Grant on the condition that they provide the signage outlined and that the opposite sidewalk fully complies with 22 by JD

2nd by PD

Roll Call Vote

PM- yes

KD- yes

PD- yes

JD- yes

EM- yes

KB- yes

6 yes, 0 no, 0 abstention- Motion Passes

4.9:32 AM

V25-136

Park Avenue, Cambridge

Exhibit- Variance Application and associated documents

WJ presented documentation- Discussion of Variance

Motion to Grant request 1 on the condition that debris is cleared and the surface material is high contrast by JD

2nd by KD

Roll Call Vote

PM- yes

KD- yes

PD- yes

JD- yes

EM- yes

KB- yes

6 yes, 0 no, 0 abstention- Motion Passes

Motion to Grant request 2 on the condition that the surface material is high contrast and that the overhanging plants are trimmed by JD

2nd by KD

Roll Call Vote

PM- yes

KD- yes

PD- yes

JD- yes

EM- yes

KB- yes

6 yes, 0 no, 0 abstention- Motion Passes

Motion to Continue request 3 for exploring putting a crossing point at Holworthy Place and Park Avenue by JD

2nd by PD

Roll Call Vote

PM- yes

KD- yes

PD- yes

JD- yes

EM- yes

KB- yes

6 yes, 0 no, 0 abstention- Motion Passes

5. 9:45 AM V25-137 Maple Avenue, Cambridge
Exhibit-Variance application and associated documents
WJ presented documentation-Discussion of Variance

Motion to Grant request 1 on the condition that the surface material is high contrast by JD
2nd by KD

Roll Call Vote

PM- yes

KD- yes

PD- yes

JD- yes

EM- yes

KB- yes

6 yes, 0 no, 0 abstention- Motion Passes

Motion to Grant request 2 as proposed by JD

2nd by PD

Roll Call Vote

PM- yes

KD- yes

PD- yes

JD- yes

EM- yes

KB- yes

6 yes, 0 no, 0 abstention- Motion Passes

6. 9:53 AM V25-138 Chestnut Street, Cambridge
Exhibit- Variance application and associated documents
WJ presented documentation- Discussion of Variance

Motion to Packet by KD

2nd by JD

Roll Call Vote

PM- yes

KD- yes

PD- yes

JD- yes

EM- yes

KB- yes

6 yes, 0 no, 0 abstention- Motion Passes

7. 9:53 AM V25-139 330 Homer Street, Newton
Exhibit- Variance application and associated documents
WJ presented documentation- Discussion of Variance

Motion to Deny by JD

2nd by KD

Roll Call Vote

PM- yes

KD- yes

PD- yes

JD- yes

EM- yes

KB- yes

6 yes, 0 no, 0 abstention- Motion Passes

Motion to Reconsider Motion to Deny by JD

2nd by KB

Roll Call Vote

PM- yes

KD- yes

PD- yes

JD- yes

EM- yes

KB- yes

6 yes, 0 no, 0 abstention- Motion Passes

Motion to Continue for updated drawings indicating what the proposed slope and cross slopes of the curb cut will be by JD

2nd by KD

Roll Call Vote

PM- yes

KD- yes

PD- yes

JD- yes

EM- yes

KB- yes

6 yes, 0 no, 0 abstention- Motion Passes

8. 10:06 AM V25-140 60 Stein Circle, Newton

Exhibit- Variance application and associated documents
WJ presented documentation- Discussion of Variance

Motion to Table until V25-127 is reviewed by KD

2nd by JD

Roll Call Vote

PM- yes

KD- yes

PD- yes

JD- yes

EM- yes

KB- yes

6 yes, 0 no, 0 abstention- Motion Passes

9. 10:08 AM V25-141 23 Hudson Street Unit 1, Boston

Exhibit- Variance application and associated documents

WJ presented documentation- Discussion of Variance

Motion to Continue for test drawings and cost estimates for vertical access to the restaurant by JD

2nd by KD

Roll Call Vote

PM- yes

KD- yes

PD- yes

DJ- yes

EM- yes

KB- yes

6 yes, 0 no, 0 abstention- Motion Passes

10. 10:13 AM V25-142 90 Crest Avenue, Chelsea

Exhibit-Variance application and associated documents

WJ presented documentation- Discussion of Variance

Motion to Grant by JD

2nd by PD

Roll Call Vote

PM- yes

KD- yes

PD- yes

JD- yes

EM- yes

KB- yes

6 yes, 0 no, 0 abstention- Motion Passes

11. 10:14 AM V25-143 45 Hospital Road, Medfield
Exhibit- Variance application and associated documents
WJ presented documentation- Discussion of Variance

Motion to Grant as proposed by JD

2nd by KB

Roll Call Vote

PM- yes

KD- yes

PD- yes

JD- yes

EM- yes

KB- yes

6 yes, 0 no, 0 abstention- Motion Passes

12. 10:21 AM V25-144 Lowell Street, Methuen
Exhibit- Variance application and associated documents
WJ presented documentation- Discussion of Variance

Motion to Grant by JD

2nd by KD

Roll Call Vote

PM- yes

KD- yes

PD- yes

JD- yes

EM- yes

KB- yes

6 yes, 0 no, 0 abstention- Motion Passes

Motion to Continue for cost estimate to extend the route to get to a 10% slope by JD

2nd by KD

Roll Call Vote

PM- yes

KD- yes

PD- yes

JD- yes

EM- yes

KB- yes

6 yes, 0 no, 0 abstention- Motion Passes

13. 10:25 AM V25-145 535 Second Street, Everett
Exhibit- Variance application and associated documents
WJ presented documentation- Discussion of Variance

Motion to Grant on the usual conditions by JD

2nd by KD

Roll Call Vote

PM- yes

KD- yes

PD- yes

JD- yes

EM- yes

KB- yes

6 yes, 0 no, 0 abstention- Motion Passes

14. 10:27 AM V25-146 Neponset Avenue and Popes Hill Street,
Boston
Exhibit- Variance application and associated documents
WJ presented documentation- Discussion of Variance
KD Recuses

Motion to Schedule a Hearing by JD

2nd by PD

Roll Call Vote

PM- yes

KD- recuses

PD- yes

JD- yes

EM- yes

KB- yes

5 yes, 0 no, 1 abstention- Motion Passes

Motion to Grant request 2 by JD

2nd by PD

Roll Call Vote

PM- yes

KD- recuses

PD- yes

JD- yes

EM- yes

KB- yes

5 yes, 0 no, 1 abstention- Motion Passes

15. 10:44 AM V24-106 & C23-174 35 New Ipswich Road, Ashby

Exhibit- Additional information

WJ presented documentation- additional information

Motion to Find the fines should be abated based on the documents received by JD

2nd by PD
Roll Call Vote
PM- yes
KD- yes
PD- yes
JD- yes
EM- yes
KB- yes
6 yes, 0 no, 0 abstention- Motion Passes

11:00 AM Hearing V25-077 279 Willard Street, Quincy

PM opened the hearing, introduced the Board, and established procedures. Participants Robert Fleming and Michael Muehe are sworn in. Exhibit #1 AAB 1-35 is noted. Rob Fleming gives an overview of the project and construction process. Michael Muehe testifies on behalf of the Boston Center for Independent Living noting that this building is new construction as of 2024, opposing the variance, and stating that BCIL prefers ramps in new construction because they can be used by everyone and do not have mechanical issues. Exhibit #2, a floor plan, is noted.. Discussion and questions of hearing.

Motion to Deny by PD
2nd by JD
Roll Call Vote
PM- yes
KD- yes
PD- yes
JD- yes
EM- yes
KB- yes
6 yes, 0 no, 0 abstention- Motion Passes

16. 11:45 AM V25-131 75 North Main Street, South Deerfield
Exhibit- Variance application and associated documents
WJ presented documentation- Discussion of Variance

Motion to Grant temporary relief until 2/1/2026 by JD
2nd by KD
Roll Call Vote
PM- yes
KD- yes
PD- yes
JD- yes

EM- yes
KB- yes
6 yes, 0 no, 0 abstention- Motion Passes

17. 11:50 AM V25-132 Montgomery Street, Cambridge
Exhibit- Variance application and associated documents
WJ presented documentation- Discussion of Variance

Motion to Packet by JD
2nd by KD
Roll Call Vote
PM- yes
KD- yes
PD- yes
JD- yes
EM- yes
KB- yes
6 yes, 0 no, 0 abstention- Motion Passes

18. 11:51 AM V24-175 Various Streets, Beacon Hill
Exhibit- Amended application
WJ presented documentation- Discussion of Variance
KD Recuses

Motion to Continue for a construction schedule, noting that the petitioner already has relief until 2027 by JD
2nd by KB
Roll Call Vote
PM- yes
KD- recuses
PD- yes
JD- yes
EM- yes
KB- yes
5 yes, 0 no, 1 abstention- Motion Passes

1:00 PM Hearing

V24-009

61 Boston Turnpike, Shrewsbury

PM opened the hearing, introduced the Board, and established procedures. Participants Parth Patel, owner of Moe's Southwest Grill, and Patty Sheehan, Building Commissioner in Shrewsbury are sworn in. Exhibit #1 AAB 1-57 is noted. Mr. Patel gives an overview of why they need more time for the lift to be operational. He notes financial issues and technological issues as reasons for the delays for the lift to be working. Patty Sheehan notes that they have been working with the previous owner of this building on this lift, as it has been non-operational since 2023 and says the building department never received information that this lift is not repairable. Exhibit #2, a photograph, is noted. Discussion and questions of hearing.

Motion to Grant time extension for 6 months from the date of receipt of the order, noting if there is not a working lift in the space the Board will issue a cease and desist order requiring closure of the restaurant by JD

2nd by KD

Roll Call Vote

PM- yes

KD- yes

PD- yes

JD- yes

EM- yes

KB- yes

6 yes, 0 no, 0 abstention- Motion Passes

19. 1:37 PM

V24-194

127 Forest Avenue, Hudson

Exhibit- Additional Information

WJ presented documentation- Additional information

Motion to Continue for request 1A for information about when funds become available to be available to the Board within 30 days of the receipt of the notice by JD

2nd by KB

Roll Call Vote

PM- yes

KD- recuses

PD- yes

JD- yes

EM- yes

KB- yes

5 yes, 0 no, 1 abstention- Motion Passes

Motion to Continue for request 1B for compliance of the turf as an accessible surface within 30 days of the receipt of the notice by JD

2nd by PD

Roll Call Vote

PM- yes

KD- recuses
PD- yes
JD- yes
EM- yes
KB- yes
5 yes, 0 no, 1 abstention- Motion Passes

Motion to Grant relief until 1/1/29 with annual status reports starting 1/1/26 by JD
2nd by KB
Roll Call Vote
PM- yes
KD- recuses
PD- yes
JD- yes
EM- yes
KB- yes
5 yes, 0 no, 1 abstention- Motion Passes

20. 1:56 PM V25-114 Hemenway and Haviland Street, Boston
Exhibit- Additional Information
WJ presents documentation- Additional information
KD Recuses

Motion to Accept withdrawal as compliance has been shown by JD
2nd by PD
Roll Call Vote
PM- yes
KD- recuses
PD- yes
JD- yes
EM- yes
KB- yes
5 yes, 0 no, 1 abstention- Motion Passes

2:00 PM Hearing V25-013 425 Pleasant Street, Worcester

PM opened the hearing, introduced the Board, and established procedures. Participants Brandon Franks and Jeremy Bitner are sworn in. Exhibit #1 AAB 1-40 is noted. Brandon Franks gives an overview of the variances requested for this project. Brandon then goes over the temporary relief request for several items. Discussion and questions of hearing.

Motion to Grant on the condition of a status report of the trash pickup system 3 months

from the date of notice by JD

2nd by KD

Roll Call Vote

PM- yes

KD- yes

PD- yes

JD- yes

EM- yes

KB- yes

6 yes, 0 no, 0 abstention- Motion Passes

Motion to Grant the request for time relief until 12/1/2029 on the condition that annual status reports will be provided starting 12/1/2025 and that floor plans and site plans will be shared as the design progresses by KD

2nd by JD

Roll Call Vote

PM- yes

KD- yes

PD- yes

JD- yes

EM- yes

KB- yes

6 yes, 0 no, 0 abstention- Motion Passes

21. 2:25 PM V25-041 70 Commerce Way, Marshfield

Exhibit- Additional information

WJ presented documentation- Request for reconsideration

Motion to Grant as proposed by JD

2nd by KD

Roll Call Vote

PM- yes

KD- yes

PD- yes

JD- yes

EM- yes

KB- yes

6 yes, 0 no, 0 abstention- Motion Passes

22. 2:33 PM V25-120 9 Westminster Avenue, Arlington

Exhibit- Additional information

WJ presented documentation- additional information and associated documents

Motion to Continue for the MHC Letter by KB

2nd by JD

Roll Call Vote

PM- yes

KD- yes

PD- yes

JD- yes

EM- yes

KB- yes

6 yes, 0 no, 0 abstention- Motion Passes

23. 2:47 PM V25-125 1314 Washington Street, Newton

Exhibit- Additional information

WJ presented documentation- Additional information

Motion to Grant temporary relief until the end of the lease specified in the application and on the condition that they remove rust on the existing handrails by KD

2nd by PD

Roll Call Vote

PM- yes

KD- yes

PD- yes

JD- yes

EM- yes

KB- yes

6 yes, 0 no, 0 abstention- Motion Passes

24. 2:51 PM V25-127 186 Williams Street, Springfield

Exhibit- Additional information

WJ presented documentation- Additional information

Motion to Schedule a Hearing by KD

2nd by PD

Roll Call Vote

PM- yes

KD- yes

PD- yes

JD- yes

EM- yes

KB- yes

6 yes, 0 no, 0 abstention- Motion Passes

25. 3:01 PM V25-140 60 Stein Circle, Newton

Exhibit- Variance application and associated documents

WJ presented documentation- Additional information

Motion to Schedule a Hearing by KD

2nd by KB

Roll Call Vote

PM- yes

KD- yes

PD- yes

JD- yes

EM- yes

KB- yes

6 yes, 0 no, 0 abstention- Motion Passes

26. 3:04 PM V25-130 0 Post Office Square, Boston

Exhibit- Additional information

WJ presented documentation- Additional information

Motion to Deny by JD

2nd by PD

Roll Call Vote

PM- yes

KD- yes

PD- yes

JD- yes

EM- yes

KB- yes

6 yes, 0 no, 0 abstention- Motion Passes

27. 3:22 PM Advisory Opinion

Exhibit- Advisory opinion

WJ presented documentation- Advisory Opinion

KD Recuses

Motion to Find that this surface for temporary use only would be compliant with 22.5 as long as it is properly secured, and notes that the route built with this material would need to comply with the rest of section 22 by JD

2nd by KB

Roll Call Vote

PM- yes

KD- recused

PD- yes

JD- yes

EM- yes

KB- yes

5 yes, 0 no, 1 abstention- Motion Passes

28. 2:51 PM Minutes and Decisions
Exhibit- July 28, 2025, minutes and decisions
WJ presented documentation- minutes and decisions

Motion to Accept the minutes and decisions by JD
2nd by KD
Roll Call Vote
PM- yes
KD- yes
PD- abstain
JD- yes
EM- yes
KB- yes
5 yes, 0 no, 1 abstention- Motion Passes

Respectfully submitted,
Molly Griffin, Program Coordinator

Exhibit List

- Tilton Library, 75 North Main Street, South Deerfield (V25-131)
 - Exhibit – Variance Application and associated documents
- Sidewalk, Montgomery Street, Cambridge (V25-132)
 - Exhibit- Variance Application and associated documents
- Sidewalk, Dana Street, Cambridge (V25-133)
 - Exhibit- Variance Application and associated documents
- Sidewalk, Sunset Road, Cambridge (V25-134)
 - Exhibit- Variance Application and associated documents
- Sidewalk, Dodge Street, Cambridge (V25-135)
 - Exhibit- Variance Application and associated documents
- Sidewalk, Park Avenue, Cambridge (V25-136)
 - Exhibit- Variance Application and associated documents
- Sidewalk, Maple Avenue, Cambridge (V25-137)
 - Exhibit- Variance Application and associated documents
- Sidewalk, Chestnut Street, Cambridge (V25-138)
 - Exhibit-Variance Application and associated documents
- Passenger Drop Zone, 330 Homer Street, Newton (V25-139)
 - Exhibit- Variance Application and associated documents
- Solomon Schechter Day School of Greater Boston, 60 Stein Circle, Newton (V25-140)
 - Exhibit- Variance Application and associated documents

- Bakery, 23 Hudson Street, Boston (V25-141)
 - Exhibit- Variance Application and associated documents
- Veterans Home of Chelsea Phase 1, 90 Crest Avenue, Chelsea (V25-142)
 - Exhibit- Variance Application and associated documents
- Bellforge Arts Center, 45 Hospital Road, Medfield (V25-143)
 - Exhibit- Variance Application and associated documents
- Curb Ramps, Lowell Street, Methuen (V25-144)
 - Exhibit- Variance Application and associated documents
- Residential Building, 525 Second Street, Everett (V25-145)
 - Exhibit-Variance Application and associated documents
- Curb Ramps, Neponset Avenue and Popes Hill Street, Boston (V25-146)
 - Exhibit- Variance Application and associated documents
- Ashby American Legion Post, 35 New Ipswich Road, Ashby (V24-106 & C23-174)
 - Exhibit- Additional information
- Various Curb Cuts, Various Streets, Boston (V24-175)
 - Exhibit- Additional information
- Mary O'Malley CHAPS Academy, 127 Forest Avenue, Hudson (V24-194)
 - Exhibit- Additional information
- Modera South Shore, 70 Commerce Way, Marshfield (V25-041)
 - Exhibit- Request for reconsideration
- Ramp 18, Hemenway and Haviland Streets, Boston (V25-114)
 - Exhibit- Additional information
- Covenant Church, 9 Westminster Avenue, Arlington (V25-120)
 - Exhibit- Additional information
- JL Dance Center Annex, 1314 Washington Street, Newton (V25-125)
 - Exhibit- Additional information
- Square One, 186 Williams Street, Springfield (V25-127)
 - Additional information
- Post Office Square Café, 0 Post Office Square, Boston (V25-130)
 - Exhibit- Additional information
- Solomon, 279 Willard Avenue, Quincy (V25-077)
 - Exhibit#1- AAB 1-35
 - Exhibit#2- Floor plan
- Moe's Southwest Grill, 61 Boston Turnpike, Shrewsbury (V24-009)
 - Exhibit#1- AAB 1-57
 - Exhibit#2- Photograph
- Elm Park Tower, 425 Pleasant Street, Worcester (V25-013)
 - Exhibit#1- AAB 1-40
- Advisory Opinion
 - Exhibit- Advisory opinion regarding a portable mat system
- Minutes and decisions from the August 11, 2025, meeting
 - Exhibit- draft minutes and draft decisions

