

## **Andover Commission on Disability. August 26, 2015 Committee Meeting**

After the agenda was duly posted and distributed, the meeting was convened on Wednesday, August 26<sup>th</sup>, 2015 at 6:35 p.m. in the Memorial Hall Library, Activity Room, Lower Level.

**Present** Co-Chairs Sarah Paterson, and Jennifer Samaras; and Maddy St. Amand, Julie Pike, Justin Coppola Jr., Ruth Rosensweig, and Stephen Surette. **Also Present:** Former Chair Justin Coppola Sr.

**Minutes** Maddy made a motion to accept the Minutes of the June 24<sup>th</sup> meeting and Justin Jr. seconded. Unanimously approved.

### **Old Business—Updates**

- **Spot Checks:** Stephen reported that the pot holes and other related road and side walk issues formerly discussed have been resolved apart from the following: On River Street, there is a “slope” issue at one of the sidewalk areas and there needs to be an additional cross walk on River Street in the near future to handle the added population from the recent housing developments. Justin Sr. noted that the sign previously discussed, which was in the middle of the sidewalk has been removed (Taylor Cove), and Stephen further reported that the new \$250 signs for unauthorized handicap parking have been ordered. Justin Sr. noted another pot hole needs to be fixed at Bancroft school.
- **Ballardvale playground is open--**Sarah reported that although the playground has been completed (except for a few minor issues) there is currently no grand opening although there may be one in the future. Sarah noted that there is great seating, a gazebo for shade, and a good line of sight for parents. ***Action Item:*** Members discussed keeping the ACOD “playground plaque” in the foreground and Jen will follow up with Ellen Townson about this.
- **Youth Center site visit—**Sarah reported that Justin Sr. sent out a report listing four action items on remaining access issues and Justin Sr. reported all have been addressed. In October there will likely be a “soft opening” of the youth center. A discussion followed about the process for awarding an ACOD decal which is meant to be a “sign of approval” acknowledging that a facility meets requirements of ADA. Justin mentioned that all facilities in town that meet the standards should have a decal. ***Action Item: Justin Jr. will research whether there are any outstanding problems with the ramp at the library.***

### **New Business**

- **Open Meeting Law:** Sarah reported that it is permissible for Disability Commissions to hold remote meetings as a reasonable accommodation for members themselves or in case of emergency. A chair needs to be present at

the publicly-posted and authorized location to allow for public attendance. Members may then participate by phone. Members agreed to take a vote on the following: "*we now vote to authorize participation (for remote meetings) generally to all of the commission's meetings.*" Stephen made a motion to allow remote meeting using the above wording and Justin Jr. seconded. Unanimously approved.

- **Budget for FY2016/2017:** Jen reported that the town Accounting Office needs numbers submitted in October 2015 for next year's budget. There was general agreement to discuss budget items at the September meeting.
- **Brainstorming for seed project money:** Sarah asked the members to be thinking about budget items prior to the next meeting and mentioned as an example, taking a look at existing TRIAD procedures that might possibly be enhanced with ACOD involvement-- such as taking another look at whether the emergency "bags" provided to people are adequate in terms of prescriptions for needed medications and the like. Maddy noted that TRIAD should be considered in discussions about this type of issue and members agreed to put this item on a tentative list for discussion at the next meeting.
- **Sign up table for Andover Day September 12, 2015:** Sarah started to assign members for the 9-4 day at the table. Ideally there should be 2 people at the table at all times. There will be stickers, brochures, book marks and other treats.
- **ACOD Newsletter** Justin Sr. proposed re-activating what used to be the ACOD newsletter as he noted that in many ways they serve as ACOD's "history". General discussion followed and it was agreed that the commission would produce a January newsletter as follows: put newsletter on the website and have limited print distribution such as town manager and his direct reports. As for content, Ruth agreed to write some copy and Maddy and other members agreed to write occasional articles as needed. Justin Jr. mentioned he could work on templates and seek member review on articles prior to final distribution.
- **Other:** Maddy mentioned the Center at Punchard is having an event on September 25th featuring various town agencies and raised the question of whether ACOD should inquire about its possible presence for the event. **Action Item:** Maddy will contact the director Kathy Urquhart about this.
- **CAM training:** Maddy reported that ACOD's "Sponsored citizen" attended recent training and she plans to go on site visits in the future with ACOD. **Action Item:** Julie plans to attend the training in October. Members

planning to attend should notify Sarah for registration

**Adjournment:** At 7:59 p.m. Julie made a motion to adjourn and Stephen seconded.  
Unanimously approved.

**Next meeting: September 30th 6:30 pm**

**Memorial Hall Library, Activity Room, Lower Level**

Respectfully Submitted

Susan McKelliget