

## Meeting Minutes

### Andover Commission on Disability

November 19, 2014

Present: Maddy St. Amand (Acting Chair), Julie Pike, Jennifer Samaras, Justin Coppola Jr., Stephen Surette, Donna Gorzela, and Sarah Paterson. Also Present: Former Chair Justin Coppola Sr., Guest Beth Mazin, Director, Memorial Hall Library

Minutes: Julie made a motion to accept the October 22, 2014 minutes and Sarah seconded, unanimously approved.

Beth Mazin was guest speaker in regard to a library survey currently in process. She handed out the survey that she is presenting to various groups in town to determine use and planning needs going forward for the library. The commission discussed the questions posed by Beth and the data compilation is as follows:

- ACOD uses the library for its 10 monthly meetings and occasional meetings/forums as part of its educational/training mission.
- ACOD has a member (Ruth) who is also a library employee and serves as liaison to the library director on ACOD issues. The group expressed appreciation of Ruth's dual role.
- ACOD would like to partner with the library for possible programs related to disability issues: one that comes to mind is using the library as a forum for children's puppet shows on disability issues---ACOD owns the program "Kids on the Block" puppet shows shown at local schools. Children operate the puppets using scripts on disability issues. (Beth will follow up on this idea with Stefani Traina, Community Services Librarian.)
- MHL is the town's Emergency shelter—Beth noted that as long as the library has power it will serve as a temporary shelter as it did in the October 2011 storm.
- Maddy asked about availability of tape recorder/microphones if, for example, the ACOD commission's clerk not available for a meeting. Beth will look into this.
- Commission members were in agreement about the ease of reserving books/library passes on-line and picking them up for self check-out. Beth told the group that books could also be held in the children's room check-out area for greater ease of access from the parking lot.

- Discussion ensued about making it easier to register young children for programs who do not have email addresses.
- Ruth noted that it is difficult to close the automatic door which is in the vestibule off the parking lot-- as she has to reach behind her to shut the door. Discussion ensued about fixing this problem-- possibly with newer technology.
- Discussion ensued about possibly having designated parking spots for quick drop offs or pick ups at the library. Beth mentioned that new parking meters will replace the current ones. This program is under police jurisdiction.
- Beth agreed that some of the library entrances need better lighting, especially in the back parking lot.
- Maddy asked about whether materials related to disability could be suggested for purchase by a joint effort of a librarian and ACOD. This may also make sense as a category on the MHL web site.

### Old Business – Updates

**Bancroft School** - Justin Coppola, Sr. and Maddy met recently with Building Inspector Chris Clemente and discussed outstanding issues outlined in last months' minutes. The \$3M contingency fund is available until issues are resolved. The next step is a meeting and walk-through scheduled for after Thanksgiving. **Action Item** *Justin, Sr. will follow up with Ed Ataide and notify the members.*

**Spot checks** – Steve Surette noted that the Summer Street side of Washington Avenue now has curb cuts. Justin Sr. gave Steve recent photos of street signs which are situated in the middle of sidewalks for referral to the Highway Department. One of them is Hillcrest Street sign—off River Street.

### New Business

**Leadership: training and job description**—Maddy announced that after several years as Acting Chair of ACOD, she must regretfully step down from her position. She talked about how, since 1996, the commission has evolved and how the leadership has created a stable structure and credibility. As former Chairs, she and Justin strongly recommend that the position be revised to include two Co-Chairs due to the many responsibilities and the time needed to address them. A rough draft of the Chair's job description was e-mailed to the members earlier this month.

Maddy noted that CAM (Community AccessMonitoring) training is a requirement of all ACOD members. We must all have a basic understanding of access issues during the various stages of building construction. Updating ACOD goals and objectives will be the responsibility of the Commission's new leadership but Maddy and Justin Sr. offered to be "transition" resources as part of that process, especially in regard to the group's history and past efforts over the years. In her recent memo to the membership, she requested that the members think about whether they would like to self-nominate for consideration of one of the chairmanship positions and to be in touch with her regarding those nominations to the Board of Selectmen.

### Announcements

**Code Red alert at library** – Ruth distributed a proposed "MHL as a Personal Care Site Plan" outlining procedures and issues to be finalized should MHL become a site for temporary shelter assistance during an emergency. She also noted that a Code Red system will replace the existing "Reverse 911" system. People on the Reverse 911 system will need to re-register for the new Code Red system. Information on this can be found at <http://ecnetwork.com/mobile/getitnow.html>

Maddy showed the commission a mailing from the Perkins School which offers a new visual impairment tool – a "Currency Reader" – a device which identifies currency denominations by voice, beeps, or pulsing. They are available free to blind/visually impaired individuals. Discussion of proposed braille imprinted currency followed.

Stephen made a motion to adjourn and Ruth seconded. Unanimously approved.

### Adjournment

*Next meeting: December 17, 2014 6:30 PM*

*- one week early due to Christmas -*

*Memorial Hall Library, Activity Room, Lower Level*

Respectfully submitted,

Susan McKelliget