

Meeting Minutes
Andover Commission on Disability
May 22, 2013

Present: Maddy St.Amand, Stephen Surette, Patricia Commane, Justin Coppola Jr., Ruth Rosensweig, Justin Coppola Sr., Susan McKelliget and guest Bob Marshall.

Minutes: The meeting began at 6:37 p.m. Stephen made a motion to accept the April 24, 2013 minutes and Justin seconded, and the minutes were unanimously approved.

Old Business

Online Resource Directory—Pat reported that she contacted potential web site developers and resources in the disability field to begin the process of providing an On- line Resource Directory. Pat recommended that the commission consider hiring (for a nominal stipend) a junior at the Andover High School (recommended to Pat) who has experience in web site development and is in fact likely to be working with the towns' IT director this summer. It was generally agreed that the start up web site cost would be in the \$80-\$100 range.

The second prong of this project—after setting up the site-- is to combine existing resource materials into a one-stop site for all types of “disability related resources and information” and ensuring on-going content updates. Justin brought up the need to get permission to link with and verify information on town and other websites. Maddy pointed out that the current documents on hand need to be reviewed, and relevant information culled to be part of the updated web site. Pat was in favor of using the “green book” resource guide and other materials to provide the maximum amount of information about disability issues to on-line users. **Action Item: Justin Jr. and Pat will serve on the newly formed Online Resource Directory sub-committee and Pat nominated Bernadette in absentia. Susan agreed to look into the possibility of hiring an appropriate High School student to research existing sites, agencies, and documents for the content piece of the site for a nominal stipend. Justin will contact Paul Puzanghera, IT director, to determine**

whether the town can host the server or whether ACOD would have to pay separately for an Internet Service Provider (ISP)

Lock boxes —Maddy reported that due to re-scheduling of meetings, she has not yet been able to meet with the necessary parties to determine whether ACOD should formally subsidize this program of providing \$60 lockboxes to homes of disabled and or elderly citizens who may not have access to their door in an emergency. As previously discussed, the fire department would use master keys to unlock their residences in such an emergency. ***Action Item: Maddy is scheduled to attend upcoming meetings in the next month or so and make a final recommendation for ACOD funding in the 2014 fiscal year. Mary will be in communication with Maddy about whether there is any possibility of funding in the current fiscal year.***

New Business

New Services at the Library—Ruth reported that the library recently installed an electronic information board which can be programmed to provide updates in case of emergency. The Library received a grant to pay for this in part due to the fact that the library provided emergency shelter (day only) during the power outage last year. There are also broadcast TVs located on different floors in the library for information dissemination. Bob Marshall asked whether the town provided emergency shelter and the commission members generally noted that Andover does not have overnight shelters in place, but that Federal regulations require that there be regional shelters in place.

Access Updates—Maddy discussed a letter she received some time ago from the State Architectural Access Board which referenced a variance request for access into a new eatery on Post Office Avenue. That restaurant and two others located on Post Office Avenue, are now seeking permits for outdoor seating –which involves appropriate measurements for access into the restaurants. Maddy contacted Building Inspector Chris Clemente for a status update on access into those restaurants in light of the variance request and outdoor seating requests and is waiting for his reply. ***Maddy, Justin Sr. and Justin***

Jr. will measure out the area on Post Avenue to determine whether there are indoor access issues.

Project Proposed Funding--ACOD Bookmarks: The Commission reviewed the disability bookmarks and agreed to edit them and get a new supply of ACOD bookmarks out in circulation. ***Action Item: Justin Jr. will take the lead on this.***

June 7 Commission on Disability Conference -- Maddy announced that six ACOD members are scheduled to attend the June 7 Commission on Disabilities Conference in Marlborough.

Guest Concerns-- Bob Marshall attended this meeting as a guest and described his experience at the last town meeting when he became unable to remain standing in line (in order to be recognized to speak) due to a sudden onset of symptoms from a long term disability. Justin noted that unlike his own disability, Mr. Marshall's disability is not an obvious one and in the future Mr. Marshall might let the "counters" at town meeting know up-front that he may need assistance with getting to the microphone. Justin noted that letting the "counters" know in advance has worked out well for him. Pat noted that information to the public about gaining access to speak at town meeting in situations like Mr. Marshall's might be helpful to others.

Adjournment: Ruth made a motion to adjourn Justin seconded and unanimously passed.

Next meeting: Wednesday, June 27, 2013, 6:30 pm, Activity Room Lower Level, Memorial Hall Library

Respectfully submitted,

Susan McKelliget