

Meeting Minutes
Andover Commission on Disability
January 27, 2010

Present: Justin Coppola, Sr., Justin Coppola, Jr., Gilbert DeMoor, Julie Pike, Maddy St. Amand, Bernadette Lionetta, and Susan McKelliget. Francesca and William James William Lionetta attended part of the meeting.

Minutes:

The meeting was called to order at 7:00 pm. Bernadette moved to accept the December 9, minutes. Seconded by Justin Jr. and unanimously passed.

Old Business

PROGRAM STATUS

- **Kids on the Block**—Bernadette’s daughter Francesca, and son JamesWilliam, presented the three puppets newly acquired, which are part of the Autism Awareness Program. Francesca gave a brief overview of the Kids on the Block/Best Buddies upcoming plans to have dress rehearsals and at least one performance at the Doherty and Bancroft schools this spring. *Maddy made a motion for ACOD to maintain a consulting role and continue financial sponsorship for this program. Seconded by Julie and unanimously passed.*
- **Access sub-committee report**—Justin Sr. advised waiting until the middle of April, after tax day, to continue with access issues on downtown side streets. Maddy noted that with respect to restaurant access issues, four or five surveys (on Main St.) had been completed and the Board needs to consider how best to make this information available to people who need it. The Board discussed the possibility of modeling the Watertown website which lists a Dining Guide that organizes restaurants according to disability access issues such as appropriately sized counters and restrooms. *Action Item: Maddy will review and adapt the Restaurant Access Form and contact Pat Commane to see if she can participate in the survey process.*

LAW AND POLICY FOR COMMISSION

- **Conflict of interest law on-line training status**—All ACOD members have now signed the conflict of interest notice acknowledging receipt of the law and requirement to take an on-line training exam consisting of 25 questions. Julie has ensured that all members are aware of this requirement. At this meeting, members signed the Town of Andover’s Anti-Fraud Policy which went into effect June 30, 2009. These signatures acknowledge that members understand their responsibilities “related to the prevention, detection, and reporting of suspected misconduct and dishonesty.” *Action item: Susan will provide the link from Justin Sr. for the on-line conflict of interest training website in the January 27 minutes. Members were asked to submit their training certification at the February meeting. The link is as follows:*
http://db.state.ma.us/ethics/quiz_Methics/index.asp

New Business

Maddy and Julie met with Town Planner Lisa Schwartz and ascertained that there are no relevant ACOD or access issues pertaining to the **Town Yard** which mainly stores trucks and heavy equipment. The new construction plans for **Bancroft** with or without ~~and or~~ **Shawsheen Schools** are ongoing on paper, but due to financial uncertainties, are not on a specific timetable. Lisa Schwartz is aware that ACOD wishes to be involved from the blueprint stage for input on access issues for these schools. Justin Sr. and Justin Jr. have noted their interest in future plans for the **I-93 Exchange in Ballardvale**.

Enforcement vs. Advocacy vs. Education—Maddy articulated a goal for ACOD going forward that states: *ACOD will be proactive in recommending “disability-friendly” new construction information to the Planning and Development Office to be given to the principals involved in new construction or individuals requesting permits for renovations.*

The commission maintains primary goals of education and advocacy, which should be attempted before resorting to the “enforcement” of legislation. Maddy proposed that a new means of such education might be through brochures on “up-front” disability-friendly new construction planning which would be made available to developers (and other parties requesting permits) to avoid potential delays or mistakes later. This was discussed with and very encouraged by Lisa Schwartz. A similar educational brochure would be developed regarding handicap parking regulations.

Action Item: *Maddy will seek input from various commission members on the topics to be addressed by the brochures and edit them in draft versions to be developed.*

ANNUAL REPORT AND WINTER NEWLETTER

Justin Sr. noted that he provided ACOD information to the Town of Andover [Conservation Commission](#) for its “Open Space and Recreation Plan” to improve ADA compliance in the town’s parks and playgrounds. This information will be included in the Annual Report as will summary paragraphs on each committee’s activities in the past calendar year.

Action Item: *Justin Sr. will prepare an annual report for the Town as well as the ACOD newsletter which will include: Main Street Access improvements, Kids on the Block Program, Conservation and Recreation access compliance, the Sr. Center community garden and the ongoing handicap parking program and Project Rescue.*

AAB “Notice of Service”

Justin Sr. also noted that The Architectural Access Board (AAB) will be requiring that a “Notice of Service” be completed by all those applying for variance applications from the State's Disability Law. This “Notice of Service” attached to the new variance application forms requires that each applicant bring the variance application and all supplemental information to the Local/State Building Inspector, local Commission on Disability, and local Independent Living Center to have someone from each of those departments/offices sign this “Notice of Service”. This signature will serve as verification that each of the required

departments/offices received a copy of the application that will be submitted to the AAB Office.

Action Item: Justin will check with Myra Berloff, Director of the Mass Office on Disability, on how MOD is planning to support us with training on this project.

Justin Jr. moved that we adjourn; Julie seconded and so moved.

Respectfully submitted,

Susan McKelliget

Justin Jr. moved that we adjourn; Julie seconded and so moved.

Respectfully submitted,

Susan McKelliget