

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 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 William, presented three puppets newly acquired, which are part of the Autism Awareness puppet 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 Bancroft school 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 have 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 contact Pat to continue 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. This signature acknowledges 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 will submit training certification at the February meeting. The link is as follows:*

[http://db.state.ma.us/ethics/quiz\\_Methics/index.asp](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** 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 at 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 the goal for ACOD going forward that: *ACOD will be proactive in recommending disability-friendly new construction information to the Planning and Development Office through handouts and brochures to the principals involved in new construction.* The primary goals of education and advocacy should be to focus on “up-front” disability-friendly new construction planning through brochures which would be available to construction workers, Town Officials, and other interested parties to avoid potential delays or mistakes later. **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. **Action Item:** *Justin Sr. will prepare an annual report for the Town as well as an ACOD newsletter which will include: Main Street Access improvements, Kids on the Block Program, Conservation and Recreation access compliance, and the Sr. Center community garden.*

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 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