

Meeting Minutes  
Andover Commission on Disability  
March 24, 2010

Present: Justin Coppola, Jr., Gilbert DeMoor, Julie Pike, Maddy St. Amand, Ruth Rosensweig, and Susan McKelliget.

Minutes:

The meeting was called to order at 7:03 pm. Maddy moved to accept the February 24, 2010 minutes. Seconded by Justin Jr. and unanimously passed.

Chairmanship of the Commission

Justin Sr. announced that he was relinquishing his chairmanship effective this meeting to attend to pressing family responsibilities. He became a member of ACOD in 1999 and has been chair since 2002. To ease the transition for the next chair, Justin distributed a Frequently Asked Questions (FAQ) sheet and a compilation of business, town, program and individual links/liaisons. Maddy acknowledged the hard work Justin has done over the years, especially with respect to the visibility ACOD now has due to his efforts, and the commission concurred. Maddy will serve as acting chair until a new chair is elected.

Old Business

Unfinished Business: Maddy reviewed prior ACOD commitments made on which work continues:

- **Senior Center Community Garden**—ACOD will provide some of the seedlings and garden supplies as part of its financial commitment for this year.  
*Action Item: Maddy will follow up*
- **Curb Cut Review**— Review to ensure the downtown curbs is complete.  
*Action Item: Justin Sr. and Julie will follow up.*
- **West Elementary Signage**—Braille signage for the restrooms (an unmet ADA need) has been paid out of ACOD budget. ACOD voted in favor of this by e-mail following the February 24, 2010 ACOD meeting.
- **Andover's Master Plan**—Lisa Schwarz, Town Planner is looking for liaisons from various town boards and commissions, including ACOD, to complete an updated Master Plan for the town. *Action Item: Maddy and Jamie will serve as liaisons from ACOD.*
- **Audit of the Town's ADA Transition Plan**—Separate from the town's Master Plan, pertains to ADA compliance issues. *Action Item: Maddy will assist with this audit.*

These are in addition to regular projects of the commission such as Project LifeSaver Kids on the Block, HP Parking Tickets.

Business on Hold: Maddy reviewed projects that had been proposed but will be completed at a later date.

- **Park and Barnard Site Reviews**—Although Main Street and curbs are in compliance with ADA law, additional sites off Main Street are not. Further site reviews had been recommended by the ABCA but are “on hold” at this time due to volunteer time and the general atmosphere regarding further study around Main Street.
- **Restaurant Access Survey**—Maddy has compiled a list of every town restaurant, reviewed the screening criteria for the proposed study, and it is ready for completion when the timing is right and volunteers available.
- **Playground Sub-Committee**-The Ballardvale and other playgrounds have had preliminary access reviews but are currently “on hold” due to the town’s financial constraints.
- **Newsletter**—As Justin Sr. was very involved with the content and distribution of the newsletter, future copies are “on hold” until another person joins the commission  
*Action Item: Justin Jr. will update the ACOD website as needed.*

#### New Business

1. **Warrant Articles for Approval**—Maddy distributed a synopsis of seven (7) warrant articles for ACOD’s acceptance due to relevance to the disabled. They included:
  - Federal grant program authorization (10A)
  - Road contracts (10B)
  - Property tax exemptions (10D)
  - Sidewalk improvements (13)
  - Revolving accounts for certain town departments (14)
  - Elderly transportation (15)
  - Establishment of a smart growth overlay district (26)

Julie made a motion to approve the seven warrant articles for Town Meeting 2010. Seconded by Pat and unanimously passed.

2. **MOD/CAM Training**—*Action Item: Ruth will attend this community access training program and get resource materials.*
3. **New Disability Indicator Form**—Registered disabled individuals will be evacuated in the case of emergency by dialing 911. The form has been updated to include notice of change of service provider (Verizon, Comcast, At&T and the like) to the police department and those registered, will receive the updated form.

4. **Newsletter**—Justin Sr. distributed the Winter 2010 newsletter and reviewed costs for color vs. black and white copies.
5. **Other**—Brief discussion about the likelihood of ACOD reviewing variances and other information as plans to develop the Musgrove and other up-town buildings evolve.

Julie moved that we adjourn; Jami seconded and so moved.

Respectfully submitted,

Susan McKelliget