

**Town of Acton  
Commission on Disability  
Minutes  
April 14, 2011  
Acton Town Hall, Room 204  
7:00 pm**

**Members Present:** Danny Factor, Lisa Franklin, Chair, and Brenda Viola, Secretary.  
**Member Absent:** Joy Kohout (Unexcused).  
**Guests:** Mike Gowing, BOS Liaison

The Meeting was called to order by Chair, Lisa Franklin at 7:15 pm.

**Minutes from March 10th** were reviewed and approved with corrections.

**For the Record/Announcements:**

Acton Coffee House and Tailgators are open to public. Building on 251 Main Street (Sorrento's and Dentist) is expanding. We will continue to follow up with Frank for updates on Tail Gators and building expansion. Danny suggests visits to meet with owners.

**Business Cards:** Danny asked if the town could print business cards for the commission. Mike offered to look into this matter. Brenda will email Mike the COD logo to possibly be used on the card.

**Topics:**

**Savory Lane:** Frank and Danny went to Savory lane and spoke with the owner. She is very willing to make accommodations to improve accessibility. The bathroom appears to be 72 inches x 90 inches exactly in compliance. Frank will check into the building permit history. The sink has a decorative cabinet underneath it that can be removed for wheelchair clearance. The paper towel holder can be lowered. There is also a cabinet at the end of the hallway that is obstructing wheelchair turning radius. The cabinet will be removed. The owner is ordering a dining table that will be a wheelchair accessible height. The Handicapped accessible parking space is fine. The pavement from the space to the entrance is cracked with a steep grade and has created a high threshold at the doorway. A question was raised whether the emergency exit needs to be accessible. Further investigation is needed. Frank will follow up.

**Acton Coffee House:** Danny contacted the owner. The bathroom is unisex. It is not required to be accessible since the café does not exceed seating of 18. There is concern of wheelchair clearance between the two bookcases after entering the café. Danny has left a message with the owner.

**Closed Captioning:** Mike contacted Charlie Reedy for an itemized cost to purchase a converter box. Mike suggested soliciting funds from the town or local businesses to acquire the box. Further exploration of other funding is needed. Lisa called The Mass.

Commission for the Deaf and Hard of Hearing to inquire about a CART (Communication Access Realtime Translation/captioning) Reporter at Town Meetings and remote TV locations. This and other issues of mobility, hearing and speech impairments also need to be discussed with the Don McKenzie and Steve Mills. Lisa will contact Don McKenzie concerning these, especially the difficulty of walking to and standing at the microphone in the middle of the auditorium at meetings. Lisa sent an email to Tom Boudreau at Verizon Disability Services Outreach to ask if there are other services we could let the town know about. Danny will contact ACAT in August.

**Disability Survey:** When calling a citizen, ask if there are any barriers or unmet needs that the town could help them with? And, if they are interested in becoming involved in the COD at what level?

**Acton Farmer's Market:** Lisa talked to Rosalie. The only day that is available is Sunday, July 17<sup>th</sup>. We will have an information table. Lisa will call to confirm date and fill out an application.

**R.J.Grey Jr. High School:** There is a girl's bath room that may not be accessible. Lisa contacted Frank. He is looking into the matter. When more information is gathered, a suggestion was made to contact Steve Mills, the School Committee and the BOS.

**Host BCIL Meeting:** There is a BCIL Advocacy Meeting in West Newton on May 11<sup>th</sup> from 1:30 to 3:30 pm. Contact Karen Scheiderman at BCIL 617-338-6665 x204. RSVP by May 5<sup>th</sup> if you will be attending.

**Letter to Dr. Mills:** Discussed what should be included in the letter to Dr. Mills that Danny will compose. Additions to the letter will be the current barriers existing at Conant and the Junior High School. Danny is going to the next SPED Pack Meeting. He will look to see if they are covering stress, bullying, domestic violence and physical barriers in their survey. He will ask Nancy about the last survey and if there are complaints of barriers to let us know. Danny will also talk to ABCFHY about any specific changes they would like to see. Danny will contact Mary Emmons in the summer to plan a fall (October) event for 11<sup>th</sup> and 12<sup>th</sup> graders. It would be an informational night; a College Fair would be nice.

**Dining Guide:** Tabled until future meeting.

**Results of Annual Town Meeting:** Annual Town Meeting Warrant Articles 33\* Amend Town Bylaws-Handicapped Parking and 34\* Amend Town Bylaws-Non-Criminal Disposition Handicapped Parking were passed.

**Emergency Evacuation Plan:** An Article was passed at Annual Town Meeting to place funds in the Health Department's budget for an Emergency Planner Position. Doug is applying for grants to hire the Planner to produce the emergency evacuation plans. The Health department will contact the COD so we can be involved in the process.

**VCC Job Fair:** Danny and Lisa to attend the Volunteer Job Fair on April 26<sup>th</sup> at 7:30 pm sponsored by the League of Women Voters and Town of Acton Volunteer Coordinating Committee. The COD description was reviewed and accepted.

**Handicapped Parking:** Lisa spoke with Scott Mutch and Roland Bartl concerning signs and spaces around town. Scott will contact the COD if they notice anything. Brenda sent an email to citizen regarding the HP space in West Acton. Continued discussion of where the space should be located. Possibilities are near the Market or Consignment Shop where curb cuts are provided at the lights. On the meeting agenda for May's BOS meeting is whether under MGL Section 22G the funds from HP space violations can be paid to the COD. Watertown COD has their funds from tickets.

**ADA Celebration:** Being held in the end of July in Dunn Pond State Park in Gardner.

**"PCA Forever" Site:** Question to add a link to our website was tabled.

**SILC Conference:** Scheduled for September in Marlboro.

**COD Website:** Unanimously voted to make an events section for activities such as those listed above. Lisa will contact IT to post the events.

Meeting was adjourned at 9:30 pm

Respectfully submitted,  
Brenda Viola, Secretary