

**Town of Acton
COMMISSION ON DISABILITIES (COD)**

**MEETING MINUTES
October 17, 2017**

Members Present: Madeleine (Mady) Harvey, Ann (Nancy) Corcoran, Danny Factor, Lisa Franklin, Leslie Johnson,

Associate Members Present: Joan Burrows, Franny Osman

Announcements

- Franny Osman has been sworn in as an Associate Member of COD
- Annual report notes should be sent to Mady in the next few weeks
- A member of the Acton Dog Park Committee wishes to attend next meeting
- Reminder of COD's annual social event in November

Citizens' Concerns

- Ace Hardware/Julie's Place need above ground handicap (HP) parking signage. Danny will follow up with Frank Ramsbottom.
- Shuana Wilkerson requested accessible pedestrian signals (APS) for the benefit of the visually impaired at Kelley's Corner (i.e., the signals that chirp). Lisa is working on this with Corey York (Acton's Town Engineer and Public Works Director). Lisa and Danny will coordinate.
- The COD rejected a request by a for-profit organization to post information on its website.

Minutes

- September minutes were approved with minor corrections

Board of Selectmen Update

- None

Transition Plan and Coordinator

- Lisa Franklin was unanimously elected Transition Plan Coordinator. Funding needs to be set to be approved at the April 2018 Town Meeting. The plan needs to be drafted by a consultant, and based on the experience of other cities and towns, this is likely to cost between \$50K and \$80K. Danny suggested that we should plan up to \$100K and recommend this amount to the Town Manager. The search committee for the new Town Manager needs to be made aware of this. It is also important that part of the Town Manager's job is serving as ADA coordinator. A plan and a grant proposal for the Massachusetts Office of Disability (MOD) to fund the consultant has been prepared by Corey York, Acton's Town Engineer and Director of Public Works. Mady recommended that Joan Gardner, the commission's Board of Selectmen (BOS) liaison, be involved as necessary. Franny that we ask the Metropolitan Area Planning Council (MAPC) to work with us and other cities and towns, and that this might also reduce the cost of preparing the plan. Danny will attend the next meeting of the Town Manager search committee and inform them about Transition Plan expectations.. Nancy suggested that a letter be sent ahead, and the COD voted unanimously to send one.

COD 30th Anniversary Celebration

- There was discussion about Acton TV's coverage of the event; it was noted that they can train anyone to film events.
- Joan requested help for the event for setting up chairs, refreshments etc., as needed. Danny will try to find some Acton-Boxborough high school students to help.
- Nancy and Joan are working hard to be sure everything is coordinated and that posters and notebooks are ready for display.
- Any additional ideas are requested, as are photos.
- There will be a memory board for those who have died.
- There will be award certificates for those who have helped the COD.
- Venue and food are set.
- Work remains about using the library's technology (video equipment)

Handicap (HP) Parking Signage (Access Coordinator's Report)

- There was discussion about the need for improved HP signage at the Gould Plaza parking lot and other locations. All proposed recommendations from the Access Coordinators' report were accepted.

Warrant Articles for December Town Meeting

- The COD will request that Joan Gardner (BOS liaison) provide us with warrant items prior to the next Town Meeting, so that we can decide which articles are relevant and need to be addressed.

Dog Park

- A member of the Acton Dog Park Committee has requested time at our next meeting to discuss this subject. The COD is interested in how the proposed park can be of use to persons with disabilities (PWD).

Use of Council on Aging (COA) Services

- There was discussion about whether PWD and/or COD members might be allowed to take advantage of exercise equipment and other services offered by the COA.

Acton-Boxborough (AB) School Issues

- It may be necessary to find a new contact person from the Acton-Boxborough (AB) schools to address AB school issues. Danny will follow up with J.D. Head, Director of Facilities and Transportation.

Tape Recorder for Minutes

- The COD will consider purchasing a small tape recording device for minutes of monthly meetings.

Executive Session

- The COD voted in favor of following up on September's executive session.

Adjournment 12:40 pm

Docushare Items: None

Respectfully submitted by
Joan Burrows and Madeleine Harvey

