

COD Minutes  
February 16, 2021

In Attendance: Chairman Mike McCue, Rose Bissonnette, Daryl Blaney, Lesley Allison; Pat McGuire - volunteer

Meeting called to order: 6:14pm

1. Review of January meeting minutes. Approved as revised.
2. Town Issues
  - a. Gazebo - A plan is being put together by an Eagle Scout Candidate from Lancaster Troop 1. The scout and his father have been meeting weekly with Lesley and Win Clark. The scout has a proposal project plan in place that is currently being updated and revised to include: 1. schematic drawing of the ramp itself with measurements indicated as appropriate; 2. a drawing or image of the gazebo with the proposed ramp attached. Other concerns discussed were use of stone dust for the base of the ramp and beveled edges of ramp railings.
  - b. Beach - A sign has been created to advertise the accessible beach chair for use this summer,
  - c. Playground - Mike forwarded swing information to Orlando and Andrea from the recreation committee. Orlando indicated that there may be money available to purchase the swing. There are also fundraising options available. ACTION ITEM: Lesley needs to measure the swing bay to see if it conforms prior to order. Lesley requested Andrea send the resource for the swing she was quoted at \$800. Andrea will follow up with Mike about gate latch.
  - d. Town website - Mike forwarded information to a Lesley about accessible websites. Lesley spoke with a representative from Civic Plus. He sent a follow up email with options available for the town website. ACTION ITEM: Lesley to review the information sent via email and follow up with the Civic Plus rep.
  - e. Mike has been in communication with Orlando about the town of Lancaster ADA self evaluation plan. Orlando will be in touch with Mike about the portions of the plan that the town plans to address.
3. Follow up on additional Action Items
  - a. Sign language interpretation at town meetings. Mike got information forwarded to him from Jeff Dougan at the MOD. Mike forwarded the information to Lesley to review. ACTION ITEM: Mike will follow up with Orlando about this topic. Lesley to review the information.
  - b. Library handicapped parking sign. Mike followed up with Joe Mule and Kevin Bartlet. The snow is currently blocking the sign from being moved.
  - c. Salon 131 on Main. The realty group responded to Mike's query. They plan to address the accessibility by building a ramp in the spring. ACTION ITEM: Lesley to add this to the list of businesses spreadsheet on the COD office computer.
  - d. Vaccination Clinic by Nashoba Associated Boards of Health. Mike will follow up with Orlando about this issue.

4. Community Outreach efforts. The AARP Age Friendly Community Survey was researched as a model for an outreach survey to Lancastrians. Pat and Rose summarized the applicable information. The goals of the outreach effort were discussed. ACTION ITEM: Rose and Pat will continue to work on selecting and presenting applicable questions and present to COD at the next meeting. COD needs to define the purpose, scope, actionability, and deliverability of such a survey. COD members to review the survey and give feedback to Rose. Possible incentives to encourage participation with the survey were discussed.

Meeting adjourned at 8:05pm

Respectfully submitted,  
Lesley Allison