

## Lancaster Commission on Disability Meeting Minutes

July 21, 2015

Community Center / Senior Center

Members Present: Mike McCue, Chairperson: Lesley Allison, Marilyn Chambers, Daryl Blaney and Carolyn Stump. Absent: Rose Bissonnette, Lorry Doucet.

Mike called the meeting to order at 6:00 pm

1. REVIEW & APPROVE MINUTES FROM 6/16/15
  - a. Reviewed & Approved Minutes from 6/16/15.
  
2. TOWN PROJECTS, COMMISSIONS OR COMMITTEES, BUSINESSES ETC. AS NECESSARY
  - a. Town Projects
    - i. Bartlett Pond:
      1. Mike stated that DPW & Ryan McNutt recommends a second HC parking space, with van access to the left of the path entrance. Once the final paving is done, this can be decided prior to final striping of HC Parking space(s).
    - ii. Town Beach:
      1. Accessible port-a-potty in place.
      2. No new information from Johnna Doyle, Recreation Committee Chairperson.
    - iii. Lancaster Trail & Bike Way Coalition:
      1. Noreen Piazza reported on 7/14 that a grant from the Montachusett Planning Commission for a "Vision Plan" was received for the coalition
    - iv. Prescott Building:
      1. Lesley received an email from Ryan McNutt inviting Mike & Lesley to meet with him next week to proactively discuss ADA issues regarding the Prescott Building. Lesley will follow up to arrange meeting time & place.
      2. Ryan requests that communications be through him from the COD, regarding the Prescott Building project, instead of COD to Mary Bulso, Project Manager.
    - v. Kimball's
      1. Mike stated he saw that the HC Parking signs were now permanently installed into the ground.
  
3. Accessibility Awareness Month, finalizing activities list, etc.

a. Suggestions List:

- i. Discussed suggested activities, Mike's choices, and developed priorities for next meeting.
  1. Daryl will check with groups that work with the blind to determine availability for October 3, or if not available, other possible dates.
  2. Lesley will contact Nashoba Schools to determine school interest at elementary or high school for an educational activity arranged by the COD. She will also contact Jeff Lambert, Principal at SLA/Browning,
  3. Mike responsible for PR and publicity. Also, will talk to a friend of his regarding service dogs for veterans.
  4. Rose to see if the "Nurse Carpenter" is available again. Also, information regarding availability of a Prosthetist as a possible educational speaker.
  5. Carolyn to develop a Task Tracking Checklist for October 2015 Accessibility Awareness projects.

4. Other/ Misc as necessary

- i. News/Events FYI
  - ii. Massachusetts Office on Disability is holding a meeting on August 5, 2015 10:30 am – 12:30 pm for local members of COD's
  - iii. Mike shared a news article from Sentinel & Enterprise: "Region gets \$1.6M for workforce training. North Central & Central Massachusetts Workforce Boards have received \$1.6million in grants to provide training for individuals for high-skilled manufacturing jobs and the disabled looking for employment"
  - iv. Mike shared an event notice: Dennis Unite and Konnect Conference on Sept 12, 2015 from 10 a.m. – 3 pm. Free admission. Sponsored by Dennis, MA COD & COA.
- b. Mike brought up questions about the Lancaster Town Website: What are the requirements regarding Town Website accessibility? Lesley did a quick web search, and sent a link to Mike (a Colorado website discussing website accessibility) as a start for information. Further research is needed.
- c. Carolyn requested information regarding status of recent COD office laptop.
  - i. Mike stated it will be locked in the COD office, and is unaware of current readiness for use.
- d. Carolyn requested a USB Flash Drive to transfer current & future minutes and other documents off her personal laptop. Future minutes & documents to be handled directly on the USB Flash Drive in the future. This would enable easier transfer to the COD office laptop in the future. The USB Flash Drive will be considered property of the Lancaster COD/Town. Carolyn had discussed this viable plan with the Town Clerk.

- e. Carolyn suggested letting the BOS know we have a COD vacancy in our membership (since Sue Smith resigned).
  - i. Mike to follow up with Walter Sendrowski, BOS liaison to COD.
- f. Carolyn passed out printed copies of the Massachusetts Open Meeting Law, and also several helpful checklists that Mary deAlderete, Town Clerk had developed. Mary had printed out these packets of information for the COD.

Meeting adjourned at 7:50 pm.

Respectfully submitted,