

COD Minutes
October 17, 2017

Present: Mike McCue, Rose Bissonnette, Carolyn Stump, Lorry Doucet, Daryl Blaney, Marilyn Chambers, Lesley Allison

1. Minutes reviewed and accepted as amended.
2. Prescott Building - Mike has no further news. He believes he could have missed a meeting since the meeting dates may have been posted but not emailed to those involved. There is a meeting scheduled in the Dexter Room at 12pm in the library tomorrow 10/18/17.
3. The Robert F. Kennedy Children's Action Corps on Old Common Rd has applied for a variance on a building they are renovating on the property. It is a 1791 building called The Abner Pollard House that will be undergoing construction and restoration which maintains historic standards. The building is the administration office location for the program. The first floor, which is accessed by the public, will be set to accessibility standards. The second and third floors will not be renovated to accessible standards. This is why they are asking for the variance. These floors will be accessed by employees only due to practical and historic restraints. This information was communicated to the COD via a letter from the Action Corps architect. The AAB will review the application. The COD is in unanimous agreement that the application appears acceptable under the circumstances and has no issue with the request.
4. Accessibility Awareness Month
 - Carolyn pointed out that the phone number on the back of our pamphlet was incorrect. Further discussion indicated an action item necessitating an update of the contact information on the existing printed copies. Mike suggested stickers with a QR code and / or website information.
 - Wellness Fair. There was a serious lack of parking available. Sharing a table with the Shine program has positives and negatives. Guests at the Fair gravitate to the Shine table which gives the COD more visibility. However, Shine used a large portion of the table for their handouts leaving the COD feeling crowded. Next year, we should have some food on the table to draw guests and perhaps get our own table next to Shine.
 - The Helen Keller program was well done and had good attendance at the library.
 - Lorry's interview on the Sterling Lancaster Public Access TV went well. There were some questions about how we may find a schedule in order to view the interview.
 - Immaculate Conception printed an announcement regarding Accessibility Month. Carolyn's church program is this Saturday at the College Church of the Seventh Day Adventists.
 - General comments: it was a successful strategy to pull other town organizations in LAAM.

5. Miscellaneous

- Stephanie Stanton was noted to be signed up as a possible volunteer from last year's Health Fair event. Lesley knows Stephanie and will contact her to discuss her interest.
- Boy Scouts - The group's effort in community "drive by assessments" seems to have waned. Lesley has some forms that have been completed and will bring to the next meeting.
- Website accessibility - Lesley is still working on this topic. It appears that the town website has been updated and therefore should meet all the standards. Lesley will research further and make a presentation to the COD at a future meeting.
- Town email issue - The cost of offering all "town employees" an official email would be prohibitive. Mike suggested to the town clerk that the town should at least consider providing official town email address to the chairs of all town committees and commissions.
- Accessible Trails Conference is in November at the Doubletree Inn in Leominster.
- Town Accessibility Plan meeting taking place before the next meeting. Lesley may be able to attend. Noreen Piazza will be going.

Meeting adjourned at 7:46pm.