

COD Meeting Minutes
March 15, 2022

Present: Chairperson Mike McCue, Rose Bissonnette, Lesley Allison, Daryl Blaney

Volunteers present: Pat Maguire, Kathleen Suits, Jim Peters

Meeting called to order: 6:04pm

1. February meeting minutes were approved as revised.
2. Town matters:
 - a. Library parking spot: Joe Mule has contacted the vendor to correct the parking spot striping once the weather allows.
3. Action Item Tracker: The document was reviewed.
4. Executive Summary of Town Survey results:
 - a. ACTION ITEMS for key points
 - i. Sidewalks: COD members and volunteers should help identify priority sidewalks based on foot traffic. Some examples could be Main St, 117, Sterling Rd, Bolton Station Rd, Center Bridge Rd but we are not limited to these. Photos of various sidewalks in need of repair would be helpful. We should endeavor to identify 3-6 key areas to be addressed. We should bring ideas to the next meeting to share. Daryl volunteered to take photos of sidewalks.
 - ii. Communication: Ideas to improve townwide communication include: website accessibility, access channel, website / email, town clerk blasts. We should volunteer 1-2 examples of ways to improve communication.
 - iii. Benches: COD members should identify locations of current benches already in place and identify locations for additional bench placement. One example of a needed area might be near the playground. Kathy volunteered to take photos of benches by the park.
 - iv. LCC: We recommend the town implement the changes recommended by the Center for Living and Working.
5. Emergency Preparedness pamphlet
 - a. We will need to make accessible for online consumption
 - b. ACTION ITEM: Everyone should read the pamphlet, look for improvements, and bring ideas to the next meeting. This may include missing information, edits, or revisions of duplicate information.
 - c. The COD has a goal to have the pamphlet ready for Lancaster Accessibility Awareness Month. The goal will be to finalize our edits by May.
6. Miscellaneous
 - a. Daryl is looking at the COD resource binder to update and revise it. Please email info to Daryl if you have anything to include.

Meeting adjourned: 8:21pm

Respectfully submitted,
Lesley Allison