

Lancaster Commission on Disability Meeting Minutes

February 16, 2016

Lancaster LLC /Senior Center

Members Present: Mike McCue, Chairman; Marilyn Chambers, Lorry Doucet and Carolyn Stump.

Mike called the meeting to order at 6:05 pm

1. REVIEW & APPROVE MINUTES of JANUARY 19, 2016 & 2015 ANNUAL REPORT

- a. Minutes were reviewed & approved for January 19, 2016.
- b. Annual Report has been submitted to Town Clerk by Mike.

2. TOWN MATTERS, COMMISSIONS OR COMMITTEES, BUSINESSES UPDATE

- a. Nathaniel Thayer Memorial Park & Application to the Massachusetts Land & Water Conservation Fund Grant
 - i. Mike submitted a letter dated February 1, 2016 to the Executive Office of Energy and Environmental Affairs, on behalf of the Commission on Disability, in support of this Application.
- b. Kalon Farm
 - i. Mike talked with MOD, which verified that Kalon Farm will need Handicapped Parking sufficient for the highest number of expected Function Room patrons.
 - ii. Restrooms: Mike will contact Noreen to ascertain the number of restrooms needed for expected 80 person capacity.
 - iii. Mike will update Noreen on new requirements, regarding events, function room and patio possible plans, as he discussed with MOD.
- c. LLC Building
 - i. Mike concerned about there not being any permanent signage for the LLC elevator.
 - ii. Mike also concerned about egress, especially from second floor, in case of a Fire Situation. Also, a written plan for emergency exit is needed.
 - 1. Mike will talk first with Alix to see if there is a written plan.

3. EMERGENCY PREPAREDNESS

- a. Communication regarding preparedness is considered a most important area in need of improvement. Various ways to improve and disseminate information were discussed, including the following.
 - i. Short guide for Emergency Information for individuals/families, public places, including specific instructions for those with disabilities etc.
 - ii. Mike will obtain Sterling Emergency Information "cheat sheet"
 - iii. Mike will talk to Mike Hanson, Fire Chief

- b. Holding town forums / Events on emergency preparation topic
 - c. The COD is learning from MOD and also from Mike Hanson, about local and regional issues related to emergency issues and preparedness.
 - i. Information may be gleaned from the Regional Meeting for local Commissions on Disability Meeting in Worcester on March 9
4. M.O.D. REGIONAL MEETING - WORCESTER - MARCH 9th
- a. RSVP by March 2, 2016 - Meeting is March 9 from 11 am – 2 pm
 - b. Members encouraged to attend & carpool as possible
5. MISC/OTHER AS NECESSARY
- a. Additional COD Members (2) could be added to bring to BOS
 - i. Mike to ask Walter Sendrowski, Selectman, about having the BOS publish at their next meeting that the COD would like to have our commission brought up to our full allowed 9 members.
 - ii. There are currently 2 openings. Eligibility: One of the two openings would require a person with a disability. At present, if only one member joins, said member shall be a person with a disability.
 - 1. COD membership requirements are governed by General Laws of Massachusetts Paragraph 3 of Chapter 40: Section 8J. Details of Membership are listed in Article III.

Meeting adjourned at 7:55 pm

Respectfully submitted,