

Present: Chairperson Michael McCue, Rose-Marie Bissonnette, Lorry Doucet, Lesley Allison, Selectman Jay Moody (guest)  
Absent: Carolyn Stump, Daryl Blaney

Meeting called to order: 6:05pm

1. COD Meeting Minutes from November 19, 2019 reviewed and approved.
2. Town Matters:
  - a. Gazebo- Mike McCue discussed issues surrounding the ramp. Selectman Moody confirmed that a ramp was purchased and installed by the vendor, but it was taken down by the DPW. Mr. Moody believes it is being stored somewhere but is not aware of the location. Chair McCue continues to be in discussion with Orlando Pacheco with regard to the ramp replacement. Mike is waiting to hear the results of the assessment from the Independent and Living and Working Center. Lesley pointed out that resident Win Clark offered to build a simple cost effective ramp solution.
  - b. ADA PROW- The preliminary draft report has come out and was forwarded to all the COD members by Chair McCue yesterday. Mike encouraged the COD members to review the document. There is a meeting date stated in the report for February 18th that needs clarification as it has not been communicated to the participants.
  - c. Library Parking Spot- The handicapped spot in the front of the library needs updating. The sign is incorrectly placed. It is currently facing west and needs placement facing south. The space also needs to be restriped for van access. Mike has been in communication with the library about this issue.
  - d. Lancaster Community Center (LCC) parking- Rose has emailed and had phone discussions with Jeff Dougan of the Mass. Office on Disability to clarify the "commercial van" parking. Jeff believes that the van should park in the furthest designated handicapped spot in the rear parking lot of the LCC. Jeff offered to write a letter with his recommendation to the town.
  - e. Town Census Questionnaire results to date- 13 individuals answered yes to volunteering, and 14 respondents answered yes to having a household member with a disability, with 7 of the respondents indicating a need for evacuation assistance in times of emergency.
  - f. Town website: There is no new information to report at this time.
3. 2020 COD Initiatives to include: Lancaster Accessibility Awareness Month; emergency preparedness; continue with the same major initiatives. If we have to pause on an issue, we will back off on business accessibility assessments for the coming year.

Meeting adjourned: 8:20pm

Respectfully submitted,  
Lesley Allison

