

**Acton Commission on Disability**  
**Minutes**  
**October 9, 2008**

**Members Present:** J. Feasel, Lisa Franklin, and B. Viola.

**Guest:** Terra Friedrichs, BOS Liaison

Meeting was called to order at 7: 20 pm.

**Guest: Terra Friedrichs, BOS Liaison**

Terra has been recently appointed the BOS liaison for the COD. Our discussion included an exchange of information and many suggestions.

Specifics are as follows:

- Terra suggested computer use in room 127 to take COD minutes during monthly meeting. Terra will explore if an account can be set up.
- Terra suggested a press release to citizens that COD supports the Lion's program for people with visual impairments. This release could be distributed to churches, libraries, etc.
- We concluded a request for an audio signal on traffic light at Main Street and School Street be placed on BOS agenda. Terra will notify COD.
- Terra informed us that the town has only one Treasurer who has the authority to manage finances. Committees and Boards can not have treasurers. We informed Terra that our purchases are handled by the Building Department through appropriate channels as dictated by the Finance Department. The COD's treasurer's role is to organize purchases and to track budget and fund usage.
- We agreed that talking with Eva Bowen, Town Clerk concerning quorum issues since our membership is now reduced to 5 and attendance is regularly 3.
- BOS Meeting approaching on November 3<sup>rd</sup>.
- Disability Consortium Personal Emergency Preparedness Plan booklet and MOD Emergency Preparedness Backpack Kits.
- Terra will send list of design projects/intension of construction for our review.
- Brenda will contact IT to add Terra to COD email list.

**June Minutes were reviewed and accepted as submitted.**  
**September meeting was cancelled, there are no minutes.**

**Treasurer's Report:** On 10-6-08, the BOS accepted \$237.47 from Susan Geehan, account holder of the Friends of the Acton Disabled. The funds were placed into the "COD" Gift account. The new balance of the Gift account is \$1,286.94.

**Election of Officers:** Moved and accepted to vote by slate.

Slate: Lisa Franklin, President

Janet Feasel, Treasurer

Brenda Viola, Secretary

Voted and approved slate. Officers elected.

## **OLD BUSINESS**

**Oktoberfest:** Ideas for next year: more signage to direct people to HP parking; location of HP parking in Oktoberfest newspaper ad , notify Skip to do this; bring card table to display more books; and possible equipment petting zoo.

**Transportation:** Lisa talked with Bethany Whitaker, Transportation Consultant. TAC received grant money for the accessible taxi voucher program for the transit needs of people with disabilities and seniors to supplement the hours and geographical limitations of the current transportation system.

**Election Parking:** HP spaces are to be used for only as HP. This has to be enforced. Other spaces can be saved/designated for the elderly.

**Playground Tour:** Lisa and Cathy visited a universal playground in Cambridge. Awaiting news of grant.

**Medical Equipment Lending:** Lisa suggested beginning an equipment lending program and gathering equipment in preparation for natural disaster/emergency shelter. Discussed town liability, maintenance of equipment and storage. The COA is already accepting equipment donations. We need to find out how they are proceeding. Lisa will call.

**Variance at Learn and Play Preschool:** AAB accepted variance due to impracticality. We would like to discuss this with Frank as to how this ramp was built without meeting code. Why did the architect tell Learn and Play they did not need the ramp? And/or, they did not need to build they ramp to

code? It was suggested a letter be written to the architect for education purposes since the ramp accessed a playground area. This will be run by Frank.

**Kids on the Block Puppets:** Lisa will contact Eileen Sullivan, Elementary Curriculum Specialist of the Acton Public Schools.

**BOS Meeting, November 3<sup>rd</sup>:** Lisa to present. The purpose is to update, discuss any issues or problems, future plans, membership, and how the BOS can be of assistance.

## **NEW BUSINESS**

**Acton Lions Club:** Keith Karkane, 2<sup>nd</sup> Vice President & Program Chair has invited someone from the COD to speak at their next meeting on October 21<sup>st</sup> at 6:30 pm. They are interested in what the COD does and any information we have regarding “local sight impaired residents”. Lisa will attend.

**Membership:** Two members have resigned. Five remain of a nine member charter commission. Recruitment is a high priority. The VCC needs to be contacted of our need for more volunteers. Due to the unique make up of our membership, this has been a persistent problem. Reaching a quorum at meetings is difficult. A motion was approved for a quorum of 3 while the membership of the COD remains at 5.

**Thank You:** Brenda to send Susan Geehan a letter of thank you for donation to “COD” Gift account.

**2008 Annual Town Report:** Due by December 31<sup>st</sup>. Email Lisa items to include in report.

**New Mobility Magazine:** Motion accepted to renew subscription for 2 years.

Meeting was adjourned at 8:50 pm

Respectfully submitted,  
Brenda Viola, Secretary