

Stoneham Disability Commission

September 30, 2013

Minutes

STONEHAM
TOWN CLERK
REGISTRARS

2013 OCT 23 A 11: 14

In Attendance: Sue Coughlin, Vice Chairperson, Cristina Zizza, Secretary. David Ragucci, Town Administrator, Lynda Allard

- Meeting was called to order at 3:00p.m.
- First Congregational Church Discussion was tabled until the commission receives final plans from the DPW on specifications for the van accessible space located in the municipal lot on Common Street. Final decision will be made once plans are reviewed.
- Commission Organizational Issues Town Administrator, David Ragucci reiterated to the commission that it is the responsibility of the Chair Person to post the meetings. Further explanation of each member's responsibility within the commission, will be defined further after meeting with Jeff Dougan from the Massachusetts Office on Disability.
- Treasurer A motion was made to appoint a treasurer to review, and sign off, along with the chairperson on all items purchased by the commission. Motion was tabled until a new member is sworn in on October 8, 2013
- Mission Statement/Website Suggestions for the commission statement were made. The commission will vote on final approval of the mission statement. Sue Coughlin reported that she was in contact with the Town's IT department and the website will be up and running as soon as possible.
- Town Day A motion was made and carried to appropriate commission funds not to exceed 150 dollars to pay for the banner used for Town Day. A further motion was made and carried requesting Chairman Jon Delman, contact the printer to correct errors on the banner at no additional cost.
- Training Seminar MOD is offering a training seminar regarding architectural access in October. It was recommended by the commission and a motion made and passed that the Stoneham Building Inspector, along with a commission member, attend the seminar. The commission will pay the fee of \$85 dollars for each person.

- Agenda for Next Meeting The next meeting is scheduled for October 22, 2013, at 6:00pm. There will be a guest speaker. Mr. Jeff Dougan from the Massachusetts Office on Disability.

Meeting adjourned at 3:30p.m.