

Stoneham Disability Commission Minutes

In Attendance: Sue Coughlin, Jon Delman, Lynda Allard and Jerry Powers

Date: March 25, 2014

TOWN CLERK
REGISTRARS
2014 APR 28 P 12:57

Meeting called to order at 6:08pm.

Minutes from January 28th meeting were reviewed and accepted.

Petty Cash: Motion was made for \$100.00 to be established for last minute expenses or emergencies.

Location of our office: Looks like BOH space is not going to happen. Dave will secure a space for our committee so we can put address and phone in print on materials.

Parking Fines: Dave to speak to Bill Solomon to check out the proper procedure and authority to set parking fines.

Common Street Parking: Sue to send a letter to Bob Grover to request the project to move forward as soon as weather permits.

Executive positions and committee procedures: A motion was made to address both issues next meeting.

Website: Town website not compliant with ADA standards (font, color scheme, etc.). Dave is working on this issue with webmaster.

Networking Event: Our committee would like to have a "meet and greet" event with other town hall employees who may be interested in our mission. We will provide snacks and drinks. We have set a tentative date of June 24th at 5:30pm.

Town Day: Dave to speak to Jen Meltzer from the Chamber of Commerce to secure a space for us for upcoming town day.

Print Materials: A motion was made to expense up to \$200. for the purposes of creating and printing marketing materials some of which will be used for Town Day.

ADA Study: Jon made a motion that it is necessary for the town to have an ADA Study pursuant to

§ 35.105 Self-evaluation.

- (a) A public entity shall, within one year of the effective date of this part, evaluate its current services, policies, and practices, and the effects thereof, that do not or may not meet the requirements of this part and, to the extent modification of any such services, policies, and practices is required, the public entity shall proceed to make the necessary modifications.
 - (b) A public entity shall provide an opportunity to interested persons, including individuals with disabilities or organizations representing individuals with disabilities, to participate in the self-evaluation process by submitting comments.
 - (c) A public entity that employs 50 or more persons shall, for at least three years following completion of the self-evaluation, maintain on file and make available for public inspection:
 - (1) A list of the interested persons consulted;
 - (2) A description of areas examined and any problems identified; and
 - (3) A description of any modifications made.
 - (d) If a public entity has already complied with the self-evaluation requirement of a regulation implementing section 504 of the Rehabilitation Act of 1973, then the requirements of this section shall apply only to those policies and practices that were not included in the previous self-evaluation.
- The motion was accepted and carried.

Resident Request: The committee was forwarded a letter from a local resident (via the Town Administrator's office) requesting handicapped signage or designated parking at his apartment on Collincote Street. After discussing the request the committee felt that it was a reasonable request,

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however, we are not the appropriate group to address this request. Jon to draft a letter back to Town Administrator's office advising that the request be sent to the appropriate town office that would be qualified and have the skills to investigate issue and be knowledgeable to town ordinances to make an informed decision for this request. Sue stated that there are town ordinances regarding on street parking and we need to know more about ordinances, variances as well as past history of HP parking.

Town HP Parking: Sue has great concern about the current parking spaces, lay out of and signage of many of the town's buildings and municipal parking. For example; the Senior Center, Town Hall and municipal lots.

Mission Statement: Sue to tweak our research to finish our mission statement. We can then start using on literature, website, etc. We agreed that our objective is to allow all citizens in town to live, work, and play with equal access and to be able to enjoy and take advantage of all our town has to offer.

Next meeting: is ~~April 22nd~~ MAY 6th at 5:45 PM

Meeting adjourned at 7:24pm

Agenda for next meeting

Election of officers – open positions

Policies/responsibilities of being on Committee

Ability Awareness Day

Pamphlet Content

Meet and Greet 6/24th @ 5:30pm

Website

Parking Fines