

**Town of Acton
Commission on Disabilities (COD)**

**DRAFT
MINUTES**

**Tuesday, July 17, 2018
9:30 am, Town Hall, Room 126**

Present:

Members- Joan Burrows; Ann Corcoran; Danny Factor; Lisa Franklin; Mady Harvey (Chair); Leslie Johnson; Franny Osman
Board of Selectman Liaison- Joan Gardner
Others- Three residents and Town Manager John Mangiaratti

New Town Manager, John Mangiaratti, visits with COD:

New Town Manager introduced himself and members of COD and public introduced themselves.

Lisa asked if he would be willing to take a course the state gives to Disability (ADA) Coordinators, and he said yes.

Danny encouraged him to do so and also appreciated his familiarity with the area through working in nearby towns. Danny pointed out that the choice of Town Manager as ADA Coordinator is not required.

ADA Coordinator is important to get grants from state, Nancy points out, and we have missed grants in past.

Danny: ADA Coordinator deals with access: allegations of discriminations; staff who have disability issue; even if another agency or body deals with; access to public spaces. What Nancy said is true, grants is part. Most important is actual plan itself. Lisa has taken on Transition Plan Coordinator.

From hereon the discussion was not recorded in as minute detail, but there was further discussion. Further discussion included: of process and issues that COD attends to including: ADA Coordinator role (presently assigned to Town Manager); missed grants available when Transition Plan is updated; yearly self-education topics; mental illness event that was held; isolation committee of Sheryl Ball; transportation; communication challenges among and between staff, committees, public.

Announcements, citizens' concerns, Board of Selectmen updates:

--Heads up on "Taxi Initiative" and look at Microtransit that is going on. Franny is working on this topic with some senior center and transportation staff from other towns. and other

--Joan Gardner announced Dec. 3 will be fall town meeting. Marijuana issue may be one salient issue on the agenda.

--Reminder of Accessory Housing webinar from AARP through MAPC happening today.

--Franny obtained the metal barrel Friday Night Fun Club used to use for bobbing for apples. Nancy asked her to hold onto it and bring it to a future event that includes those families—perhaps the fall scarecrow event at Cucurbit Farm.

--Mady and Danny and Frank Ramsbottom, Building Commissioner, made a site visit to Pedal Power at request of Joyce _last name, the owner, to see new rear construction with access to the Bruce Freeman Rail Trail. All were pleased with the developments..

Review of Minutes of June meeting:

Mady records changes to June minutes that are recommended.

Nancy moves that we accept the minutes. **Lisa seconds.** **Vote: 4-1 approval with Danny opposing.** This is after a discussion of how much to describe the vote.

Assignment of roles:

Mady recommends that we elect Franny as secretary. Nancy moves makes a motion to elect Franny to secretary, to give Joan a break and because Franny can do it right onto her laptop.

Lisa seconds.

Vote: 5-0.

Taking on individual cases/handling of citizens' concerns; to what extent is this COD's mission? Should we get involved with individuals and entities or refer them to other agencies?

Taking on individual cases/handling of citizens' concerns; to what extent is this COD's mission? Should we get involved with individuals and entities or refer them to other agencies? :

The COD reviews the part of the handbook that had been decided in May 2015 after discussion with Jeff Dougan of Mass. Office on Disability. The policy reads, " COD's have the right to get involved in a citizen's case (e.g. advocacy, mediation) but are not required to. In cases of discrimination based on disability, the Commission on Disability could refer the individual to the Massachusetts Commission Against Discrimination (MCAD) or other applicable agency. If such a referral is made, the individual can be encouraged to call the MOD which can usually give some level of help in filing the case. If the case has broader applications, the MOD can at times join with the citizen in bringing the issue to the MCAD."

The COD also hears Nancy Corcoran's opinion that was shared at the June 2018 meeting about what issues we pursue and what not. Emphasizes "discretion".

No changes are made but a lively discussion ensues.

Lisa moves that Danny will draft a possible revised policy based on the May 2015 wording based on today's discussion, and Terra and Leslie will try to draft a proposed communication to the public when they come to the COD with issues. n, and

Terra and Leslie will try to draft a proposed communication to the public when they come to COD with issues.

These documents will be discussed at the next meeting.

Mady seconds.

Unanimous vote yes (four, as Nancy has left).

Associate members; do we want to consider adding more, and what is the process? :

Lisa has found out what the process is to change membership if/when we decide we want to add members. . It does have to go through the Town Meeting. Work through this with Town Manager and inform Town Clerk we are working on this.

COD Handbook: feedback from group to assist with its update:

Mady announces that the monthly organization of COD administrators (CODA) conference call will now be handled by Lisa, freeing Mady up for more pressing tasks as chair.

Danny reports that he and Pesha met to discuss the revision of member handbook. They found twenty-two items that needed updating. They plan to ask for time at a future meeting to ask for permission to revise those items. They would also like to see member bios updated and be of a more uniform size and suggest people shorten or lengthen them to about 150 words. They say it would be helpful if members redo their bios and submit them. It was suggested by a couple of people, including Danny, that the member books have numbered pages. Lisa suggests we keep a current copy of the handbook in the file cabinet for quick reference. Mady says that there already is one there.

Adjourned at 12:40.

Documents distributed: referred to COD Handbook.

Respectfully submitted by Franny Osman
Approved at Aug. 21 2018 meeting