

## Andover Commission on Disability—March 24, 2021 Commission Meeting

After the agenda was duly posted and distributed the meeting was conducted virtually through Microsoft Teams at 6:35 p.m.

**Present:** Chair Julie Pike, Jemma Lambert, Justin Coppola, Kathleen Dolan, Trish Leelman, Eileen Reilly, Steve Surette, David Kahan, Molly Bicking, Liaison with Council on Aging, Professor Elaine Ward

Roll call: Julie Pike, yes; Justin Coppola, yes; Kathleen Dolan, yes; Jemma Lambert, yes; Steve Surette, yes; David Kahan, yes; Bernadette Lionetta, yes, Trish Leelman, Eileen Reilly, yes

**Minutes:** Eileen made a motion to approve the February 24, 2021 minutes and Jemma seconded. Unanimously passed.

### Old Business – Updates

- **Spot Checks:** Steve and Justin had no updates.
- **Group Reports:** Julie, Justin, Steve, and Kathleen will be meeting with Library Director Barbara McNamara tomorrow regarding the placement of library signage on accessibility.
- **Projects:** Previous meetings involved discussion about involving Merrimack College students who are taking courses on accessibility issues working with ACOD to develop an Accessible Andover Business Guide defining business level of accessibility for the public.

Jemma introduced Professor Elaine Ward from Merrimack College who works with Dr. April Bowling and Ashley Callas on projects involving accessibility. Ms. Ward noted that there are 27 students who could potentially be available to assist with the ACOD project. Since the downtown Andover businesses fall within the 1.5- mile distance from campus requirement, the project is going forward.

A meeting is being set up next week for business selection. Ann Ormand, Director of Business, Arts, and Culture will be asked to join this meeting with Ms. Ward, Dr. Bowling and Ms. Callas, and ACOD members. The plan is to identify 6 businesses to participate in the pilot and put together a team of 2-4 students to review each business selected, take photos, and collect data necessary for an Accessibility Guide. Next steps are to develop and publish a letter of introduction to businesses, contact each business, to get permission from the business and then follow up with a flyer as a handout defining the project at the time of the actual site review.

Trish asked whether we are limiting the selection of businesses to restaurants, and Jemma responded that there are a number of different businesses in town that we will be looking at.

Ms. Ward noted that the first set of dates for meetings are April 16, and May 3. Justin asked whether these two meetings are the only ones scheduled for the Spring and are the rest scheduled for the Fall. Ms. Ward said that they will take a look at what is needed beyond the “pilot” time this Spring, when students are back for classes in the Fall. Ms. Ward will email ACOD with an answer about whether students will be doing any measuring of the businesses. Justin, Eileen, and Kathleen asked to be involved with upcoming meetings. Next steps will follow. Jemma will be in touch with Julie and Trish about the content of a letter that explains why ACOD is doing this project.

**Vacancies:** Julie announced that Judy Wakefield has been re-appointed to the Andover Commission on Disability, and there are two candidates who have yet to be interviewed by the Town Manager.

**Roger’s Dell:** At last month’s meeting, Justin reported that Conservation Director, Bob Douglas notified ACOD that a Conservation area is being proposed for the junction of School Street and Lupine Road. Discussion about making this area accessible is planned and Justin reported that he has seen the initial plot plan of this area. *Action Item: ACOD ADA working group on-site review has been scheduled for April 1, 2021 to discuss the ADA Accessibility Plan for this area.*

**Elder Services:** Molly reported that plans are moving along for the opening of the new Robb Center with gradual phase-ins due to Covid restrictions. ACOD will be kept posted as developments happen. The new physical ed equipment is set up and a late April opening is anticipated. Also, people who need rides to get vaccines can call Elder Services any time. *Action Item: Justin will review an email he was sent regarding “Standards of Conduct” for Service Animals at the Center. Justin also reported that he reached out to MOD Assistant Director, Jeff Dougan regarding the Robb Center and plans to do on-site survey for ADA compliance.*

**New Business:** Julie noted that the ACOD 25<sup>th</sup> Anniversary Celebration has been postponed a few times in the last year due to COVID. There was some discussion about how to go forward with plans as not everyone has been vaccinated at this point, buildings are still closed to the public, and this makes planning difficult. Jemma said that the Robb Center might be a good place for any proposed activities that are planned and to think about this option going forward. This idea was generally considered worth pursuing.

David reported that a newsletter called “My Obudsman” that he found within an email Julie forwarded had a lot of useful information in it and he would like to find out more about how to make this publication available to ACOD and the public. *Action Item: David will look into this and will report back at the next meeting.*

Jemma clarified a question Eileen had about the Robb Center auditory system. Jemma said that it was web based and would be used with a downloadable app or headphones that will be provided at the Center.

**Adjournment:** Eileen made a motion to adjourn at 7:18 p.m. and Justin seconded. Unanimously approved.

**Next meeting:** *April 28, 2021 to be held virtually.*

Respectfully Submitted,  
Susan McKelliget

Andover Commission on Disability Wednesday, March 24, 2021 @ 6:30 PM Virtual Meeting Broadcast by line at [www.andovertv.org](http://www.andovertv.org)

Every effort will be made to ensure that the public can adequately access the proceedings in real time, via technological means. In the event that we are unable to do so, despite best efforts, we will post on the Town's website an audio or video recording, transcript, or other comprehensive record of the proceedings as soon as possible after the meeting.

Pursuant to Governor Baker's March 12, 2020 Order Suspending Certain Provisions of the Open Meeting Law, and the Governor's March 15, 2020 Order imposing strict limitation on the number of people that may gather in one place, this meeting of the Andover Commission on Disability will be conducted via remote participation to the greatest extent possible. For this meeting, members of the public who wish to watch the meeting may do so in the following manner: Andover TV COMCAST CHANNEL 22 AND VERIZON CHANNEL 45 or stream online at [www.andovertv.org](http://www.andovertv.org).