

**COMMISSION ON ACCESSIBILITY  
MONDAY, APRIL 9, 2018, 4:00 PM  
MINUTES**

Chairman Baxendale called the meeting to order at 4:00 PM at the Groton Commons Community Room, 74 Willowdale Avenue.

Members present: Baxendale, Shack, Sutton, and Taylor  
Members absent: Barron, Fleischer, and Vega  
Also present: ADA Coordinator Michelle Collette, James Lyons of the Northeast Independent Living Program (NILP), Senior Center Building Committee Chairman Peter Cunningham, and residents Jane Fry, Ann Kajewski, and Judy Anderson

**NEW SENIOR CENTER**

Senior Center Building Committee Chairman Peter Cunningham updated the Commission on the work of the Senior Center Building Committee. Local architect HKA and local engineer Ducharme and Dillis prepared the design plans. The bids are due on April 19, 2018 so the Town Meeting voters will know the exact cost of the project. In addition to the Town Meeting vote, the project is subject to a debt exclusion vote at the Municipal Election on May 22, 2018.

Mr. Cunningham said the new building will be located on the site of the existing senior center. The 10,900 SF building will be on one floor and will be completely accessible and ADA compliant. There will be an area for a new vegetable garden. The building will meet requirements to be used as an emergency shelter.

The motion was made by Taylor, seconded by Shack, to support the article at the Spring Town Meeting requesting funds for construction of the new senior center. The motion passed unanimously.

**ADA TRANSITION PLAN**

ADA Coordinator Michelle Collette said the Spring Town Meeting will vote on a line-item transfer of \$15,000 to update the ADA Transition Plan for Town buildings prepared in 1996. Jim Lyons of the NILP was present to discuss the project. Mr. Lyons and the NILP prepared the ADA Transition Plan for the parks, playgrounds, and open space in 2015.

Mr. Lyons and they will evaluate all municipal buildings to identify barriers and other problems. The plan will make recommendations on ramps, parking, signage, bathroom facilities, etc. The NILP will conduct another training for Town Employees, Board, Commission, and Committee members as a requirement of the project.

**COMPLAINTS AND CONCERNS**

**Mobil Station** - ADA Coordinator Collette said there are still on-going issues with the employees at the Mobil Station on Boston Road parking in the van accessible striped area. She said she would notify the Police Department if it happens again.

**Mill Run Plaza** – ADA Coordinator Michelle Collette said the Land Use Departments will be reviewing a site plan for modifications at Mill Run Plaza. She asked if members had any concerns.

Chairman Baxendale said she had an appointment for physical therapy and could not access the building from the accessible parking space because there were steps between the sidewalk and the front door. She cancelled her appointment and had physical therapy in her home. She said she would also attend the Land Use Department meeting when they reviewed the site plan.

#### **COMMISSION MEMBERSHIP**

ADA Coordinator recommended that the membership on the Commission be changed from seven members to five members and two alternate members. The Commission has had problems with quorums for several months. The quorum would be reduced from four to three. Alternative members could attend and vote when needed. The Zoning Board of Appeals and Historic Districts Commission have similar composition.

The motion was made by Shack, seconded by Taylor, to request that the Town Manager appoint five full members and two alternates for the terms beginning on July 1, 2018. The motion passed unanimously.

#### **MINUTES**

The Commission voted unanimously to approve the minutes of the September 11, 2017 and November 13, 2017 meetings.

#### **NEXT MEETING**

The Commission's next meeting will be held on Monday, May 14, 2018 at 4:00 PM. *(Note: This meeting was cancelled so the ADA Coordinator could attend training at the Massachusetts Office on Disabilities.)*

Meeting adjourned at 5:00 PM

Respectfully submitted,

Michelle Collette  
ADA Coordinator