



**The Ayer Disabilities Commission (ADC)  
Ayer Town Hall, One Main Street, Ayer MA 01432**

Ayer Disabilities Commission

**Minutes of Meeting** – Monday, March 18, 2024

Location: Ayer Town Hall, 1<sup>st</sup> Fl. Meeting Room - Time: 6:00PM

In Attendance: D. Cibor, R. Anderson, D. Lavoie, A. Manoian

Also: Robert Pontbriand, Town Manager/Municipal ADA Coordinator

D. Cibor called the Ayer Disabilities Commission meeting of Monday, March 18, 2024 to order at 6:03PM.

Item - Vote on Acceptance of Agenda

Chairman D. Cibor requested members to review posted Agenda, and if acceptable to make motion for acceptance of Agenda.

Motion: D. Lavoie motioned to accept Agenda

Second: R. Anderson

Discussion: None

All in Favor: Unanimous

Item – Vote on Acceptance of Minutes of February 26, 2024

Motion by R. Anderson

Second: D. Lavoie

Discussion: (None)

In Favor: (Unanimous)

**Public Comment:**

None.

**Old Business:**

- Item: Continue discussion, exploration, and formulation of proposed Ayer Disabilities Commission "Handicap Equipment Lending Program". Item: Identify & secure potential equipment storage/pick-up site/s for launch of Ayer program.

Item – Vote on Acceptance of Program Name: "Ayer Disability Equipment Gifting Program".

Motion by R. Anderson

Second: D. Cibor

Discussion: (None)

In Favor: (Unanimous)

The committee members engaged in a general discussion on short-term steps & long-term steps in establishing and launching the proposed "Ayer Disability Equipment Gifting Program". D. Cibor & R. Anderson will outreach and request a meeting with Ayer DPW Director, Dan van Schalkwyk. R. Pontbriand has engaged in preliminary

discussion with DPW Director and has also engaged in preliminary discussion with Ayer Council on Aging Director, Katie Petrossi, to further advance the program development process. R. Pontbriand recommends two (2) approaches for advancement including both a short-term and long-term effort.

A proposed short-term or interim step to get the proposed program going for this Spring/Summer would be to investigate/identify temporary site at the Ayer DPW yard or to the west-side of Pirone Park by the lower parking lot/administration/storage sheds.

R. Pontbriand also reported that he initiated preliminary discussion with Ayer Council on Aging Director, Katie Petrossi – and all agree that now is time to begin planning/coordinating to design a permanent "Ayer Disability Equipment Gifting Program" space into the proposed future Ayer Senior Center Facility.

Long Term: The committee agreed to compose and send a letter to Dir. Ayer Council on Aging describing interest in ADC partnering with COA to establish permanent program space in future Ayer Senior Center Facility and inviting COA Dir. to (April) ADC Meeting.

Short Term: The committee agreed to advance the location/placement of a temporary approx. 10ft. X 12ft. Shed-Structure either at Ayer DPW Yard or Pirone Park for the coming Spring/Summer season.

The committee members working with Ayer Town Manager/Municipal ADA Coordinator agreed to the following:

DRAFT and forward letter to Dir. COA – invite to April Mtg.

R. Pontbriand will follow-up with DRAFT Insurance Waiver Form

A. Manoian will provide status report at April Mtg.

- Item: Town of Ayer ADA Self Evaluation & Transition Plan Implementation Update

The committee members engaged in a discussion to select the Ayer municipal department heads for invitation/discussion at upcoming ADC Meeting in order to advance the implementation of the Town of Ayer ADA Self-Evaluation & Transition Plan.

Item – Vote to invite Dir. Ayer DPW, Dir. Ayer Council on Aging, and Information Technology Staff to upcoming ADC Meeting to review/implement ADA Plan objectives/goals.

#### **New Business:**

- Item: Prospective new members of the Ayer Disabilities Commission Brief update was provided by A. Manoian. A. Manoian will be reaching out to prospective new members to recommend they compose and send "Letter of Interest" to serve on ADC.

Proposed Items for next/upcoming ADC Meetings.

- ADA accessibility to Historic Howitzer Cannon on Ayer Town Hall front grounds.
- Propose ADA accessible Fishing Pier at Sandy Pond.
- Propose Deployment of Accessible Pedestrian Signals for Crosswalks (Audio for Visually-Impaired)

Item: Motion to adjourn the March 18<sup>th</sup> Meeting of the ADC

Motion: R. Anderson

Second: D. Cibor

Discussion: None

In Favor: Unanimous

The ADC Meeting of March 18, 2024 adjourned at 7:10PM.

Meeting Minutes respectfully prepared & submitted by Alan S. Manoian, ADC Secretary.

Date Minutes Approved by ADC 4/29/24

Signature Indicating Approval 