



**TOWN OF WESTFORD**  
**COMMISSION ON DISABILITY**  
**55 MAIN STREET**  
**WESTFORD, MASSACHUSETTS 01886**  
**Tel: 978-692-5501 Fax: 978-399-2557**

**MEETING AGENDA**

**DATE:** *July 26, 2018*  
**TIME:** *7:00 PM*  
**PLACE:** *Town Hall, Selectmen's Meeting Room*

1. Open Forum: *Public participation regarding items not on Meeting Agenda*
2. Commission on Disability: Associate Members
  - a. Appointment of Associate Member: Sandra Martinez
  - b. Seeking applicants for remaining Associate Membership Position
3. Adopt Minutes of June 28, 2018 Meeting
4. Old Business
  - a. Kimball Farms
    - i. MAAB (Massachusetts Architectural Access Board) Violations: Await further action from the MAAB
    - ii. Communication with Acton COD: Report of Acton COD contact
  - b. Town Center Accessibility & Safety
    - i. Conversion of remaining three high-visibility, Continental-style crosswalks around Town Common to faux-brick design with transverse striping: In process, as part of re-paving work at Town Center
    - ii. Maintenance of Accessible Elements: Snow removal from sidewalks & curb cuts
    - iii. Mid-Block Crossing in front of the J.V. Fletcher Library
    - iv. Review current use of MUTCD R1-6 "in-street" pedestrian signs at Town Center
    - v. Parking sign at Edward M. Connolly Insurance Agency
    - vi. General Assessment of Town Center: Plan site visit and cataloging of concerns
  - c. Handicapped Parking at ProSports Therapy site: Letter of Appreciation

- d. Public Outreach
  - i. Senior Center: Consider outreach efforts that could be held at the Center
  - ii. Westford CAT
  - iii. Westford Eagle
- 5. New Business
  - a. Open Space & Recreation
    - i. Draft of NMCOG Report on Open Space & Recreation: Review potential sites for improving accessibility (from among those listed in this report)
    - ii. Additional Resources on Trails:
      - Flyer: “Ten Amazing Trails” – Healthy Westford Committee
      - Guidebook: “Westford Trails” – Westford Conservation Trust
    - iii. Parks & Recreation:
      - Update: Forge Pond
      - Plan: Consider review of Parks & Recreation Programs, with respect to accessibility
  - b. Assignments to monitor Agendas of select Town Entities for items of mutual interest
  - c. Liaison to the Town Manager’s Office
  - d. Regional Commission on Disability Meetings: Middleborough, MA (Aug. 15, 2018)
  - e. Upcoming U.S. Access Board Webinars
- 6. Verify Date for Next Meeting: *August 23,2018 at 7:00pm – Town Hall*
- 7. Adjourn

**REQUEST:** *Please help make this a fragrance-free meeting in order to accommodate those members and guests that are chemically sensitive to fragrances and other scented products. Thank you.*