



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

MEETING AGENDA

DATE: December 17, 2020
TIME: 7:00 PM
PLACE: *Virtual Meeting (See below)*

1. Open Forum: *Members of the public are encouraged to raise issues that are relevant to the work of the Commission on Disability (COD). These issues cannot be related to an item already on the Agenda. If a speaker desires action by the COD on an issue, they should include in their presentation a request for it to be placed on a future Agenda. Speakers are limited to ten minutes. For additional time or action on an issue at the same meeting, speakers should contact the Chair two weeks prior to the meeting and request to be listed as a formal Agenda item.*
2. Old Business
 - a. COD Recommendation Concerning Accessibility of Public Meetings
 - b. Target(s) for next MOD ADA Improvement Grant Program Proposal
 - c. Discussion of Restaurant Drive-Through Facilities
 - d. Proposed Experiment: Accessible Meeting Minutes
 - e. Open Seats
3. New Business
 - a. MOD Notices
 - i. MOD Annual Summit postponed (previously scheduled for 10/29/20, 9am-1pm)
Goal: highlight accommodations, self-care, socialization, and resources during the pandemic that can be applied to our personal and professional lives.
 - b. U.S. Access Board Webinars
4. Adopt Minutes of November 5th Meeting
5. Other Business
6. Verify date for next meeting: January 28, 2021
7. Adjourn

Virtual Meeting Information:

**Commission on Disability Meeting
Thu, Dec 17, 2020 7:00 PM - 9:00 PM (EST)**

**Please join my meeting from your computer, tablet or smartphone.
<https://global.gotomeeting.com/join/773803701>**

You can also dial in using your phone.

United States: [+1 \(872\) 240-3412](tel:+1(872)240-3412)

Access Code: 773-803-701

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.*