

TOWN OF YARMOUTH
DISABILITY COMMISSION
ZOOM MEETING 8/14/2020 2:00 p.m.

MINUTES

The meeting was called to order at 2:06 by Evelyn Beal via Zoom.

ROLL CALL: Attendees included Dan Knapik, Town Administrator, Sarah O'Reilly, Staff Liaison, Angela Hurwitz, Cape Forward Website Consultant, Jeff Colby, DPW Director, Dianne Kane, Director COA, and Sharon Ladley, Liaison Age Friendly group.

ROLL CALL: Members (Alpha Order)

Evelyn Beal, David Botting, Director Gail Charette, Drew Krauss.

Absent: George (Jody) Warner, Allie S. Cash

ITEM 3. REVIEW AND VOTE ON JULY 10, 2020 MINUTES

Everyone has received a copy of the minutes. Are there any errors or omissions?

Dave Botting pointed out a spelling error. An "A" is missing from the word "making" In the last sentence of Paragraph 5. Please correct this in your minutes.

Motion made by Dave Botting to accept minutes as written and amended. Seconded By Gail Charette. Roll Call of individual members who all voted in the affirmative.

ITEM 4. UPDATES FROM TOWN ADMINISTER, DAN KNAPIK

1. Status of Drew Krauss and Jeff Colby: Drew is in compliance as he went over and was "sworn in" so he is all set. It is not necessary for Jeff Colby to jointly as he is a town employee as Director of the DPW, and is available to us. He is free to join if he so desires.
 - a. Under clarification of length and terms of office. Dan stated there are three Positions: Chair, Vice Chair, and Clerk with staggered terms of Three years, Two years, and One year without designation of how that is decided.
 - b. Conflict of Interest form has to be completed by everyone every two years In order to be in compliance legally. A Certificate has to be printed out upon Completion of training and given to the Town Clerk. Gail Charette, Jody Warner, and Dave Botting are in compliance. Evelyn Beal, Allie S. Cash, Drew Krauss and Sharon Ladley have 30 days to complete Training.
2. ADA Notification: Dan has not contacted the ADA as to our Commission as yet.
 3. Handicap Budget: There is an assigned \$100.00 fee assessed for being on the Stripes of a Handicapped parking space that prevents a handicap van being able to unload. There are also \$500.00 and \$300.00 fees assessed for other violations. Dan Has to check with the Town of Yarmouth hierarchy regarding how fees have Been allocated, what the legal issues would be and so forth,

Action: To be an Item at our next meeting. Anything everything's ready to go
Sarah O'Reilly invited Sharon Ladley to join our Commission and she accepted. She will
Have to complete the Conflict of Interest Form and be sworn in, and then our group will
Welcome her joyfully.

ITEM 5. ELECTION OF OFFICERS:

CHAIR :

Motion made by Gail Charette to nominate David Botting as Chair. Seconded by Drew Krauss.

ROLL CALL Members:

Individual members was called and all answered in the affirmative. So carried.

VICE CHAIR:

Motion to nominate Gail Charette was made by Drew Krauss. Seconded by David Botting.

Individual Members polled and all answered in affirmative. So Carried.

CLERK:

Gail Charette made the motion to nominate Evelyn Beal as Clerk. Seconded by Drew Krauss.

Members polled individually and voted in the affirmative. So Carried.

The meeting was now turned over to the new Chair, David Botting who began with a warm
Welcome and thanks to all for coming and their contributions to the meeting.

At this time, Dave apologized with his lack of knowledge regarding the Town structure, and
Asked Sarah O'Reilly about her function in relation us. Due to the medical leave of Pat
Armstrong, Sarah has been assigned to us as a Staff Liaison. The meeting continued with

ITEM 6 : Sarah's Update on Website progress.

Sarah reported that she contacted Angela Hurwitz, Cape Forward Website Consultant to the
Town of Yarmouth regarding our wish to develop a site for the Disability Commission.

Angela's advice was for us to look at what the Town of Falmouth has constructed as they
Have the most comprehensive site of all the Cape Cod Towns. Built like a pyramid with
Larger items on top then each link reaching out into the community. You start with the
Basics then add links. Example, Name of group, Agenda, meeting times, Information,
Contact person, Contact phone number, Community contacts for Disability. Dave interjected
Like Community Connections, she said "yes, I should have mentioned that", and Evelyn
Mentioned "Milestones". Since Dave wasn't familiar with it, Evelyn asked Dianne Kane, COA
Director to elucidate. After a lot of discussion, it was decided that Sarah and Angela would
Work on this and then get back to us.

ACTION: Review in September meeting.

Dave brought us back to ITEM 1a. TERM LIMITS. He made the decision to set the time limits.

CHAIR: 2 years. VICE CHAIR: 3 years. CLERK: 1 year

He explained that the 3 year term for Vice Chair was for training to be able to take Chair on
his termination.

ROLL CALL of members. – all individuals answered in the affirmative. So Moved.

7. CURRENT PROJECT REVIEW:

The sidewalk between Toby's Pizza and SeaFood Sam's Restaurant had been looked at And photo's taken. He asked Jeff Colby to discuss the issue. The Chair interjected that Evelyn was the person that brought it up. Evelyn stated that she was on her scooter and felt very unsafe because of the incline and uneven pavement. She had been told The sidewalk borders Rt 28 therefore it was a state issue. Advice was to draft a letter to the Board of Selectmen who would then contact DOT 5,

Jeff responded cordially that they would prefer to handle it by taking a comprehensive look At the moment, There are many streets in worse condition as well as need for crosswaLks, And other needs.

Evelyn said she would withdraw her request.

8. NEW BUSINESS:

Chair stated that he had another scheduled meeting that he has to attend He would like to defer other business to our next meeting. Roll call again of individual members. All voted in the affirmative. So moved.

Dave again thanked our guests for their attendance and contributions. He also thanked the members.

9. Motion to adjourned made by Evelyn Beal at 3:05 p.m. Seconded by Gail Charette. Individual Roll Call all answered in affirmative, so carried.

Next Meeting to be held on Friday, September 11th at 2:00 p.m.

Respectfully submitted,

Evelyn Beal, Clerk

CC: Dan Knapik, Town Administrator
Mark Forest, Selectman

PP: Since our Meeting, scheduled Meeting Date is now Friday, September 18th

