



## BARNSTABLE DISABILITY COMMISSION

Mailing address - 230 South Street  
Hyannis, MA 02601



Officers  
Raye Kaddy, Chair  
Linda Cook, Vice Chair  
Francis Maioli, Treasurer  
William Cole, Secretary, ADA

Office: 508-862-4914  
FAX: 508-862-4960  
E mail: bdc@town.barnstable.ma.us

Members and Advisors  
Jean Boyle  
Susan Bethel  
Al Melcher  
Jim Berks  
Paul Nevosh  
Coreen Brinkerhoff  
Ann Canedy, Council Liaison

## BARNSTABLE DISABILITY COMMISSION

MINUTES  
January 20, 2010

ATTENDEES; Jean Boyle; Raye Kaddy; Al Melcher; Frank Maioli, Jim Berks, Tammy Cunningham, and Dick Andres.

Absent: Paul Nevosh; Coreen Brinkerhoff, and Susan Bethel.

Arrived: Jean Boyle 12:08 and Tammy Cunningham 12:15

**Public Comment** – None

**Minutes of 11/18/09:** Due to lack of quorum, this motion was tabled until the next meeting

**Finance Report:** None

**New Business: CDBG Representative & Town Liaison** - Kathleen Girouard, Growth Management, discussed the new CDBG survey with the Commission. CDBG is looking for a one year plan from the Commission. Meeting to be scheduled in June or August with needs identified for Kathleen. Raye Kaddy mentioned that she would like to parties involved with housing development aware of Universal Design to assist with identifying the needs of the Disabled. Jim Berks asked Kathleen if the BDC could request money from the CDBG and they pay out monies to individuals in need of assistance. Kathleen replied the money can only be given to a 501(c) 3. Kathleen will follow up on this matter.

A discussion was held about using Americorps or the Sheriff's Department to perform the labor in an effort to keep the cost of a project down. This had been done in the past. Kathleen mentioned the most important item is the ranking of needs.

**Attendance:** Raye Kaddy commented due to a lack of quorum they are unable to conduct business. Linda Cooke was on vacation, Susan Bethel contacted Jim Berks to say she could not attend, and Al Melcher contacted Jean Boyle to say he could not attend. Paul Nevosh was working. It was commented that per the By Laws "Commission members who have (3) unexcused absences in a row shall be deemed to no longer be a member. Notice will be sent by the Chairperson to the Town Council and Appointments Committee."

The Commission discussed developing protocol for members to report absences and designating a contact person for the absence to be reported to. Raye Kaddy commented she is trying to centralize more of the administrative functions of the BDC.

Raye Kaddy discussed sending out another letter to the Members concerning attendance at meetings. Dick Andres suggested adding Alternate Members to be available when Regular Members cannot attend.

**Request for Proposals/Funds:** Raye Kaddy initiated the discussion of the BDC developing a standard form/proposal for individuals requesting money from the BDC. Creating a standard form would ensure the BDC receives the necessary information to act upon the request. Jim Berks commented he believes a letter such as provided by the Barnstable Senior Center provides more detail. It was suggested to develop a universal form and request accompanying documents to be added for additional information.

### **Old Business:**

*Goals and objectives 2009:* A revised version of the Goals and Objectives for 2009 to Members present. See attached.

Access guide to Restaurants: Raye Kaddy asked for an update on the "Watertown booklet." Jean Boyle stated that she spoke with Watertown concerning the funding, etc. Jean suggested having the booklet put together by Cape Cod Tech. Watertown used an Intern to visit the restaurants. Jean Boyle stated they met with Deb Converse, Hyannis Area Chamber of Commerce, and she felt the book was a negative. Jean Boyle stated she and Al explained to her that was not the intent of the book, but rather to inform patrons. It was suggested to go through the entire Town rather than target Hyannis and then make the booklet. It was also suggested to contact Cape Cod Community College and Suffolk University to assist in putting the booklet together. The BDC was going to contact the Cape Cod Chamber of Commerce to ask if they have an interest in assisting or supporting the Access Guide.

Meeting adjourned at 1:30 p.m.

Respectfully submitted: Tammy Cunningham

12:15 Tammy arrived  
12:08 Jean arrived BDC  
1/21/2010

Attendees  
Jim Berks  
Raye Kaddy  
Frank Madoli  
Tammy Cunningham  
Jean Boyle

12:05 - called to order

Minutes - Hold until after Kathleen G.  
addresses the BDC members

Report: Kathleen Stuard -

Discussed CDBG <sup>new</sup> survey and funding needs

The revised survey is soon to be on-line.

CDBG Looking for a 1 yr plan of priorities from BDC

Schedule a mtg ~~at~~ in June or Aug<sup>w</sup>

Wants to identify needs such as low income  
housing <sup>and</sup> or disability accommodations

return  
2/19/10 date

**DRAFT**  
 (w/ REVISIONS)

**Barnstable Disability Commission  
 Goals and Objectives  
 Revised January 2010**

Time line

**1. Building Better Relationships:** Chair - Bill Cole; Paul, Jim

- ~~a. Town Departments (Building, Zoning, Board of Appeals, Town Manager, Senior Center, etc.)~~ Ongoing
- ~~b. Other groups/charities/state and local agencies serving people with disabilities~~ Ongoing
- 1. Provide Written summary of BDC accomplishments to designated Town recipients annually Once/year

**2. Access - Special Projects**

a. Public

- i. Conduct review of beaches and submit reports Once/year  
Al, Jean
- ii. Inventory surf chairs (numbers and condition) Once/year - winter  
Al, Jean
- iii. ~~Contact with Recreation Dept. regarding above~~ ~~Once/year - winter~~  
~~Al, Jean~~
- iv. Deaf & Hard of hearing assistance for all Town sponsored meetings within Town Ongoing  
Town ADA Coordinator
- v. Election facilities - site surveys Yearly  
Paul, Linda, Coreen
- vi. Playgrounds Once/year  
Paul, Jean, Raye
- vii. Town buildings Yearly  
Bill Cole
- viii. Airports Yearly  
Paul
- ix. Town schools Once/year - June  
Jean, Linda, Raye, Coreen
- x. Golf courses, Town-owned 2 Al?? Paul?? Yearly  
Paul
- ADD: Libraries (7) Jean & Linda Initial

b. Private

|  |  |
|--|--|
| <ul style="list-style-type: none"> <li>i. Charter and private schools<br/>Jean, Linda, Raye</li> <li>ii. Restaurants<br/>Jean -Al + Chamber of Commerce + committee<br/>to be determined</li> <li><del>iii. Hotels and motels<br/>Paul + committee to be determined</del></li> <li>iv. Malls (Cape Cod, Festival, Stop &amp; Shop, Kmart)<br/>Jim</li> </ul> | <p><del>Yearly</del> - Every<br/>3 yrs</p> <p>Every other<br/>year</p> |
| <p>c. <u>Other</u></p>   |  |
| <ul style="list-style-type: none"> <li>i. 911 Disability Indicator for First Responders<br/>Paul, Frank, Jim</li> </ul>  | <p>Ongoing</p>   |
| <p><b>3. Web site</b> - Bill Cole, Paul</p>  | <p>Ongoing</p>   |
| <p><b>4. Cape TV on Handicap Access</b> - Al (Seniors Helping Seniors?)</p>  | <p>Ongoing</p>   |
| <p><del><b>5. Town Accessibility Guide</b> - To Be Defined</del></p>   |  |
| <p><b>6. Education/Scholarships</b> - Linda</p>  | <p>2010</p>  |
| <ul style="list-style-type: none"> <li><del>a. Present to Commission for approval</del></li> <li><del>b. Commission to vote and approve amounts, schools, etc.</del></li> </ul>  | <p><del>June 2009</del></p> <p><del>June 2009</del></p>                |
| <p><b>7. Public Relations/Public Education</b> - Paul</p>  |  |
| <ul style="list-style-type: none"> <li>a. Publicity</li> <li>b. Professional development</li> <li>c. Channel 17 --Al</li> </ul>  | <p>Ongoing</p> <p>Ongoing</p>  |

*Submit  
for March 2010  
BDC meeting*



**Town of Barnstable  
Senior Services Division**

825 Falmouth Road  
Hyannis, MA 02601  
(508) 862-4750

Barnstable Disability Commission  
230 South St.  
Hyannis, MA 02601

January 19, 2010

Dear Members,

It has come to the attention of the Barnstable Senior Center there is an opportunity to apply for a grant for 2010. On behalf of the Barnstable Council on Aging please accept the enclosed proposal as a request for funding in the amount of \$3500. At this time we would like to continue "growing our garden" for raised beds and we were encouraged by the participation and support in 2009.

We have begun a soon to be beautiful perennial garden in clear view for the participants of our Adult Supportive Day Program. All funds granted from the Disability Commission for the Pilot Project in 2009 were for used for our lower level flower bed. In the Spring, we will be able to be outdoors among the flowers and enjoy what nature has to offer.

Our goals are as follows:

- To move forward and maintain the perennial garden and continue to add more plantings to the area.
- Build an herb and vegetable garden where people with limited abilities and their caregivers will have easy access to be able to weed and care for the area.
- Our long term goal is to have greenhouse where we will begin our plants from seed.
- Create a self-sustaining garden and a plant stand that will support the continued growth of the area around the Barnstable Senior Center.
- Continued education by lecturers from the Master Gardeners of Cape Cod and local Garden Clubs to our Barnstable Senior Center Garden Club.

It is very important, without a doubt, horticulture and gardening therapy have proven benefits for the human spirit, mind and body. It awakens the sense of smell, sight, touch and sound. Our mission, throughout this project is promoting the therapeutic benefits of gardening and enhance the emotional and physical connection to nature regardless of age and ability.

We thank you for the opportunity to apply for a grant and look forward to your response.

Kindest Regards,

  
Susan Griffin,  
Activity Coordinator

**Proposal:**

**To:** Barnstable Disability Commission  
**From:** Barnstable Senior Center  
**Project:** Gardening for Good Enhancement Project  
**Funding Request:** \$3500  
**Contact:** Susan Griffin  
Barnstable Council on Aging  
825 Falmouth Rd., Hyannis, MA 02601  
Phone: 508-862-4761 Fax: 508-790-6352  
Email: [susan.griffin@town.barnstable.ma.us](mailto:susan.griffin@town.barnstable.ma.us)

**Project Summary:** Continue Gardening for Good by promoting the therapeutic benefits of a connection with plants, gardening and nature to enhance the health and well-being of program participants of the Senior Center. Horticultural therapy uses plants and natural elements to create Positive outcomes including the reduction of stress, increase coping skills and engaging senior with physical and cognitive limitation to accomplish tasks, promoting self worth regardless of age or ability. The two primary goals are:

- To enhance program activity in the area of therapeutic gardening for senior at our Senior Center, particularly for participants of the Barnstable Adult Supportive Day Program. (This program assists caregivers and families in caring for elders with physical and cognitive limitations.)
- To grow a vegetable and herb garden that will be self sustaining and be cared for and enjoyed by all participants of the Barnstable Senior Center.

**Project Work Plan:**

At this time we have been able to recruit member of Americorp and Boy Scouts of America to help prepare the area designed by Jim Berks, members of the Barnstable Senior Center Garden Club and staff. We have solicited donations of loam and soil and will seek donations of plantings from our garden club members and available sources outside the Senior Center. For participants in the Adult Supportive Day Program we will engage them to include both physical and emotional connections of working and caring for the garden with the support of staff.

1. The BSC Garden Club will manage the project.
2. Donations will be solicited from outside the Center for items our volunteers are unable to supply.
3. Promote education with lectures and seminars by experts in gardening around Barnstable and the Cape.
4. Expand the project as we move forward toward obtaining a greenhouse.

**Project Budget: Total \$3500.00**

|                                     |                  |
|-------------------------------------|------------------|
| Garden Wall Supplies                | \$3396.00        |
| Materials (fertilizers, plant food) | \$100.00         |
| Water Barrels                       | \$120.00         |
| Supplies (hoses and tools)          | \$ 50.00         |
| <b>Total Project Expense</b>        | <b>\$3666.00</b> |



**Proposal:**

**To:** Barnstable Disability Commission

**From:** Barnstable Senior Center

**Pilot Project:** Continuing Gardening for Good

**Funding Request:** \$3500

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Barnstable Council on Aging

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Total Project Expense \$3666.00

**Disability Commission Grant \$3500.00**

## Consolidated Planning Questions for the Barnstable Disability Commission

- Of the categories please rank the following 1-5 using 1 = highest need and 5 = lowest need
  - Affordable Housing
  - Homeless Facilities/Services
  - Community Services
  - Economic Opportunities
  - Public Facilities and Infrastructure
- Rank the need for access 1 through 5 using 1 = highest need & 5 = lowest need:
  - Accessible housing
  - Accessible homeless facilities/services
  - Accessible community services
  - Accessible economic opportunities
  - Accessible public facilities and infrastructure

With regards to housing is there a greater need for accessible rental housing or improvements to income eligible property owners?

Priorities should be categorized as High, Med, Low, or No such priority in the community.

- Is there a need for more accessible rental housing in Barnstable? If so, what is the priority?
- Is there a need to help income eligible homeowners make access improvements to their homes? If so what is the priority?
- Is there a need for accessible homeless facilities and services? If so, what type of needs and what is the priority?
- Is there a need for centers or services for the disabled? If so, what is the priority?
- Are there access issues to community services? If so, which ones and what is the priority?
- Is there a need to improve access for jobs? Priorities?
- Is there a need for access improvements to public facilities and infrastructure? Priorities?
- Have you experienced or heard of any discrimination complaints from persons with disabilities?
- What are your goals/priorities for the upcoming year/ 5 years?

**Barnstable Disability Commission  
Goals and Objectives  
Revised January 2010**

Time line

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winter  
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- ix. Town schools Once/year -  
June  
Jean, Linda, Raye, Coreen
- x. Golf courses, Town-owned 2 Al?? Paul?? Yearly  
Paul
- ADD: Libraries (7) Jean & Linda Initial

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Jean -Al + Chamber of Commerce + committee  
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- ~~iii. Hotels and motels  
Paul + committee to be determined~~
- iv. Malls (Cape Cod, Festival, Stop & Shop, Kmart) Every other  
year  
Jim *Murphy* *Allyson*
- c. Other
- i. 911 Disability Indicator for First Responders Ongoing  
Paul, Frank, Jim
- 3. Web site - Bill Cole, Paul** Ongoing
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- 7. Public Relations/Public Education - Paul**
- a. Publicity Ongoing
- b. Professional development Ongoing
- c. Channel 17 --Al

## **DISABILITY COMMISSIONS**

### **Massachusetts Disability Commissions**

#### **G.L. c. 40, § 8J and 22G**

A city or town, which accepts the provisions of this Section, is authorized to establish a Disability Commission. Commissions work with the Office on Disability to carry out programs and activities designed to integrate people with disabilities into the community. The specific activities of a Commission depend on the needs of the disabled community in the particular city or town. Commissions consist of five to nine members, and are appointed by the mayor or city manager in cities or by the selectmen or town manager in towns. The majority of members must be disabled, and one must be an immediate family member of a disabled person. One member of the Commission must be an elected or appointed official of the city or town. Members are initially appointed in staggered one, two and three year terms. A Commission must have at least six meetings per year, keep records of its meetings and actions, and file an annual report. Commissions generally are authorized to receive gifts and other funds, under Section 8J. For the benefit of persons with disabilities, cities and towns which have chosen to implement a Handicapped Parking Program may empower Commissions to receive and administer fines from violations of the Handicapped Parking Law, under Section 22G. The details of these funding decisions are left to the collaborative efforts of officials in the local communities. For more information, contact the Massachusetts Office on Disability.

**NOTE:** The fines for handicapped parking violations were substantially increased at the very end of the 2000 legislative session. See pages 9 - 12, for more information on the Plate / Placard and Parking Laws.

**Web:** <http://mass.gov/mod/MunicipalCommissionList.html>

From: Disability Rights laws  
in Massachusetts

Revised in June - 2008

**DRAFT**

**Barnstable Disability Commission**

**ADVISORY Re: Accessibility Projects**

**December 2009 ~~~ Recommendations**

1. (K) **Apply Universal Design** (visitability model) to the degree possible, to all future building projects. This model consists of one entrance with no steps; grab bars, use of levers vs. knobs and other basic requirements that make for more accessibility for those with disabilities. Cost estimates for this type design are minimal from the onset; figures are available through the state handbook on disability projects or via the BDC office.

Use the AAB (Architectural Access Board) checklist of building requirements and other recommended options. (Info on this topic is available through the BDC commission.)

2. (A) When **building permits** are issued initially, pass out a list of ADA requirements along with the permit(s) . Example: Chelmsford and other towns tie-in the ADA requirements with the issuance of common victualer license. Many other towns have samples of their procedures which we could use as models if this route were chosen..
3. (K/A) Do build in access ---initially---- when projects are in the first stage; the costs to retro-fit are much higher than upfront costs.
4. (A/K) If interested, Contact 617-727-7440 (Jeff Duggan) for a copy of Tax Breaks for accessibility for Private Businesses.....up to \$10,000 tax incentive.
5. ( K / A / C ) Prepare a *Disability Compliant Handbook* to hand out to new/old businesses. (e.g. proper parking, van space, signage, other info pertaining to visitability and universal design et.al). Other towns and cities in Massaxchusetts have crystallized the ADA requirements into a small pamphlet which can be easily understood by those engaged in building, remodeling et.al.

6. (K) Provide seed money to businesses to improve access: What can businesses do in stages to bring themselves into compliance? For example: the business could examine, survey, prepare a framework and cost estimates in applying for grants.

7. (K) Complete all access projects that are listed on the beach surveys which are completed each year by the Barnstable Disability Survey Committee. ( e.g. Covell's continues to be a non- accessible beach .) The surveys completed of the buildings and beaches for the year 2009 have been summarized. This summary information with specific recommendations is available through the commission and other town departments.
8. (A) Check the two municipal ( public) golf courses for access needs.
9. (K/A) Continue to survey the voting polls to determine whether or not further accessibility upgrades are needed? Provide accessible voting machines and polls (e.g. visually impaired; hearing impaired; physical access; accommodations for voting machines such as height etc. )
10. (K) Build accessible playground facilities similar to Luke's Love in West Barnstable. Recommended is that the location of potential handicap accessible playground(s) be closer to Hyannis, possibly next to the Town Recreation building.
11. (A) Maintain and review yearly the use of proper signage, handicap parking lines etc.
12. (A) Continue to develop Emergency Preparedness for those with Disabilities.
13. (A/K) The JFK Museum needs an upgrade for access on the side door of the building.

Thank you for taking these advisories under consideration. It is our goal to continue to provide recommendations and information that will lead to more and better access for residents and those who visit the Town of Barnstable.

K = Kathleen G.

A= Ann C.

C= Commission

*Laye Kaddy chair*

DRAFT

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