

Commission for Persons with Disabilities

Regular Meeting Minutes

February 1, 2018

6:00 PM

Present: Janelle Daly, Elanah Sherman, Cynthia Litton, Jane O’Friel, Lottie Scott

Absent: Kevin Harkins

Others present: Kimberly Cubeta (accompanying Janelle) and Brigid Marks (Norwich ADA Coordinator)

Call to Order: Jane called the meeting to order at 6:06 PM.

Determination of Quorum: It was determined that a quorum was present (5/6).

Approval of Minutes: On a motion by Elanah, seconded by Lottie, the Minutes from the 12/7/17 meeting were unanimously approved as presented.

Citizen Comments: None

Communications: None

Old Business

- 1) City structural conditions. Brigid announced that the City is creating an accessible entrance at 23 Union Street, which houses community development, zoning, and other departments. Elanah reported that she walked into a non-compliant sign on Cliff Street. After Elanah called in a complaint to Brigid, the sign, and another nearby, were both adjusted (the same day of the call) to comply with requirements.
- 2) Effective Communication guidelines. Brigid discussed, and members reviewed and made final changes to, the most recent draft. Elanah said she believes this will be one of the few documents of its kind in the State. Members agreed that publicity should be sought once the document is finalized.

New Business

- 1) Election of new officers for 2018-2019 term. On a motion from Lottie, seconded by Cynthia, Elanah was unanimously elected as new Chair of the Commission. (Elanah abstained.) On a motion from Lottie, seconded by Cynthia, Jane was unanimously re-elected Vice Chair of the Commission. (Jane abstained.)
- 2) Guest speaker for March. Cynthia will try to obtain either the Mayor or the new Recreation Director as the March guest speaker.
- 3) Vacancies. Members will use their personal networks to solicit applicants. Brigid commented that publicity about the Effective Communication guidelines would be a good occasion to advertise openings.

Adjournment: On a motion from Lottie, seconded by Elanah, the meeting was unanimously adjourned at 6:50 PM. The next meeting will be at 6:00 PM on Thursday, March 1, 2018 at Norwich City Hall in Room 319.

Meeting Minutes written and submitted by Ivery Stakely on February 7, 2018; revised and re-submitted by Elanah Sherman on February 18, 2018.