Meeting called to order at 11:07 A.M.

Minutes: September 2018

September minutes are up for approval.

Motion: Ms. Mazzocca moved to approve the September 2018 minutes as is. Seconded by Ms. Ferguson. Commission approves unanimously.

Recreation Department Presentation:

Recreation Department Head Brendan Egan attended today’s meeting to go over a few items along with request the commission’s assistance. With the recent renovation to the Human Services Building the Recreation Department area was left untouched. They really want to make the Recreation Department entrance as handicap accessible as possible sooner rather than later and would like to know if the commission would be interested in funding this. The request would be for the outside rear door and the door leading into the recreation department office to have installed automatic door openers to ensure that all town of Burlington residents are able to access this area independently without relying on assistance of others. The estimated cost of the project would be $5,980.00 (not including cost of electrician).

Motion: Ms. Mazzocca motioned to use no more than $6,000.00 to go towards this project. Mr. Hogan seconded, Commission approves unanimously.

Mr. Egan also updated the commission that the recreation department applied for a grant in the sum of $140,000.00 from the Mass office on disability. Part of the grant application asks that the town come up with a portion of the money needed to complete the projects. Mr. Egan would like to have the backing of the commission if they are selected to get this grant. The commission stands with Mr. Egan in regards to support during this process.
Motion: Ms. Mazzocca moved to support grant application and the commission would pledge to assist seeking donations or having funds set aside from the HP fund to help offset costs. Use of HP funds however, must be reviewed and approved by the commission after all other funding options have been exhausted. Mr. Hogan seconds, Commission unanimously approves.

**Building bonds with all departments in Town:**

The commission would like to continue to build bonds with Town departments to be proactive in regards to disability issues and become proactive rather than reactive. Commission would like to invite different department heads to various meetings to continue to offer support and any services that maybe needed from the commission.

11:35 AM Mr. Egan leaves

**Commission Members reduce numbers:**

Commission would like to reduce its members from 7-5. The commission will have a minimum of five members and two auxiliary members. This move allows flexibility to the members that want to continue serving the commission but are unable to make meetings consistently due to health reasons. This allows them the ability to take care of along with the ability for the commission to maintain a quorum due to their absence.

Motion: Mr. Carlson motions to drop the required number of commission members to five along with two auxiliary members. Ms. Mazzocca seconds and commission unanimously approves.

**Handicap Parking Appeal Envelopes:**

Ms. Goldsmith informed the commission that they would have to order new envelopes soon for the processing of Handicap Ticket Appeals.

Motion: Mr. Carlson makes a motion to set aside $500.00 to pay for new handicap parking appeal envelopes. Ms. Mazzocca seconds, commission unanimously approves.

**OPA 2018:**

Commission would like to continue operation access this holiday season however, would like to start off slower than previous years. The commission would like to set aside $10,000.00 to be used for police details starting the weekend after Thanksgiving. Instead of giving the $10,000 all at once they would like to give a portion of it to see how effective the program is and give more as needed throughout the season.

Motion: Mr. Hogan motions to approve at this time no more than $10,000.00 to be used for police details for Operation Access 2018. Mr. Carlson seconds, commission unanimously approves.

Mr. Hogan leaves 12:15pm

**ADJOURN MEETING:**

Ms. Mazzocca motioned to adjourn at 12:20 pm. Ms. Ferguson Seconded and All are in favor.

Meeting adjourned at 12:20 pM.