

**Town of Acton  
Commission on Disability  
Minutes  
May 25, 2011  
Acton Town Hall, Room 204  
1:00 pm**

**Members Present:** Danny Factor, Lisa Franklin, Chair, and Brenda Viola, Secretary.  
**Guests:** Janet Adachi, BOS Liaison and Frank Ramsbottom, Building Inspector.

The Meeting was called to order by Chair, Lisa Franklin at 1:05 pm.

**Documents:**

Application For Variance of Exchange Hall LLC, Glenn Berger, 2 School Street  
Application For Variance of Acton's Women's Club, (contact) Carolyn Kilpatrick, 504 Main Street

**Topic:**

**Review Applications Variances of:**

**\*Exchange Hall**

**\*Acton's Women's Club**

**Exchange Hall Variance:**

Request is for a time variance to complete access to 2<sup>nd</sup> and 3<sup>rd</sup> floors, balcony and attic:

- Doors and doorways
- Stairs
- Elevators
- Public toilet rooms
- Signage

Discussed the options of an elevator vs. a LULA (Limited Use Limited Application) elevator for access from 1<sup>st</sup> to 3<sup>rd</sup> floors. A LULA is primarily meant to be handicapped accessible, and there might only be room for a single wheelchair and a standing passenger. It has literally "a limited application". Concern was raised that the LULA would be used for transporting cargo, catering supplies, non-handicapped people, etc. An elevator would provide accessibility and flexibility in use and the use of the building as it was originally proposed such as dances, private functions and town meetings. Janet referred to the 2008 Award Letter from the Community Preservation Committee regarding the overhaul of Exchange Hall that allowed the Town to use the building for town purposes. Janet will email Brenda this letter to reference/include in letter to AAB. We feel this building should have an elevator rather than a LULA. We feel that a time variance is reasonable, but would like the owner to submit a firm schedule for completion. In terms of the accessible bathrooms, a time variance should be declined since the owner has been aware of this since the beginning of the project. Frank suggested renovations could be done on one bathroom every three months.

**Acton's Women's Club:**

Request is for a time variance to complete three phases of renovation project.

- 1.) Access to the building
- 2.) Access to the 2<sup>nd</sup> floor
- 3.) Accessible bathroom

The project to improve the access to the building is proposed to begin this summer. The time variance is for the 2<sup>nd</sup> and 3<sup>rd</sup> phases to provide access to the 2<sup>nd</sup> floor and renovate the bathroom because they would require a future addition. We believe in the Women's Club sincerity to improve accessibility of their building and understand the physical constraints of the building. Another suggestion was made for the Women's Club to sell this property and relocate to a more accessible building. We would like to see an architectural plan for the new extension including access to the second floor and the bathroom addition to bring the building into full compliance. A time variance is reasonable with a set date for completion.

Brenda will draft a letters to the AAB, send them via email to members for input, then send them to the AAB.

Meeting was adjourned at 2:30 pm

Respectfully submitted,  
Brenda Viola, Secretary