

**TOWN OF SHEFFIELD  
COMMISSION ON DISABILITIES**

**Friday, February 24, 2012  
Sheffield Bushnell-Sage Library Downstairs  
3:30 PM**

Commission Members Present: Laura Grunfeld Interim Chair  
Dave Wells [with the assistance of Nan Wells]  
(clerk)  
Claudia Martin

Interim Chair Grunfeld called the C.O.D. meeting open at 3:30 PM

**APPROVAL OF MINUTES:** Minutes of the Commission on Disabilities for January 20, 2012 were moved to be approved by Martin, seconded by Grunfeld, and unanimously approved as written.

**C.O.D. 2012 MEETING CALENDAR:** The Commission discussed meeting dates for the next 6 months. The following dates have tentatively been put on the calendar. Meetings are on the third Friday at 3:30pm unless noted:

- Friday, March 23, 2012
- Friday, April 20, 2012
- Friday, May 18, 2012
- Friday, June 15, 2012
- Friday, July 20, 2012
- Friday, August 24, 2012 (fourth Friday)

**SHEFFIELD TIMES:** The Commission will submit its meeting schedule to the *Sheffield Times* three months ahead in order to give the public sufficient notice to plan to attend the meetings.

- May, June, and July
- July, August, and September

**TOWN NOTICE BOARD:** Discussion followed regarding the outside Sheffield Town Notice Board and whether we could post special C.O.D. events' flyers on it, this request would also include the flyer for requesting assistive technology for Town events. It was moved by Martin and seconded by Wells that Grunfeld will ask LaBombard if the Commission can, on approval of the Town Administrator, post event flyers on the board.

**TOWN FLASH NOTICES:** Grunfeld urged all C.O.D. members, if they had not already done so, to sign up on the Town Web site to get Sheffield Town News' flashes. Grunfeld is to ask LaBombard to post notice of the availability of accommodations for those people who need assistive technology in order to participate in town meetings and that this information would be included in meeting announcements sent out by Town email.

**C.O.D. ASSISTIVE TECHNOLOGY ACCOMMODATIONS:** It was suggested that Grunfeld ask LaBombard if the Town would post a news flash notice that would let Sheffield residents know that they could asking for assistive technology assistance for Town events with a two week ahead of time request.

**ASSISTIVE TECHNOLOGY FLYERS:** Wells reported that the newly re- designed Assistive Technology Flyers have been approved by LaBombard.

**NEW C.O.D. SPECIAL EVENT CONCEPT DISCUSSED:** In the spring of 2013 the Commission would like to produce an event at the school which would inform children and parents about summer activities available to children with disabilities. This event holds much promise and rather than rush production to do it this year, the COD will look to putting on this event in 2013.

**MARTIN REPORTED ON A NUMBER OF FRONTS:** Transportation, a deaf child contact with a request of the C.O.D. for possible help, and the NADF/Asphalt Plant. Discussion followed regarding all issues presented by Martin.

**THE NEXT SCHEDULED MEETING WILL BE:** Friday, March 23, 2012 at 3:30 PM at the Sheffield Bushnell-Sage Library, downstairs meeting room.

**AGENDA:**

1. Venue and planning for the Speaker/Series
2. What should be included in the next *Sheffield Times* C.O.D. report
3. Continuing to consider how to encourage new members for the C.O.D. and visitor attendance
5. Reports
6. Other business as necessary

Grinfeld moved to adjourn this meeting, seconded by Wells, and unanimously so approved to adjourn the meeting.

Grinfeld adjourned the meeting at 5:10 PM

Respectfully submitted:

Dave Wells [assisted by Nan Wells] Clerk