

Town of Sheffield
Commission on Disabilities
Town Hall – 21 Depot Square
P.O. Box 325
Sheffield Massachusetts 01257



Friday, December 20, 2013

Sheffield Senior Center

3:15 PM (a voted on time change for this meeting)

Commission Members Present: Laura Grunfeld, Chair
Dave Wells, Clerk
Lakhan Verma

Visitors: Martin Mitsoff
Nan Wells

Grunfeld called the C.O.D. meeting open at 3:20 PM

AGENDA ITEMS:

- 1.) **APPROVAL OF MINUTES:** *It was moved by Lakhan that the minutes of the Commission on Disabilities for November 15, 2013 be approved. The Lakhan motion was seconded by Grunfeld, and with no further discussion, the minutes were unanimously approved as presented.*
- 2.) **WELCOME:** Grunfeld welcomed our visitor Martin Mitsoff and asked him to introduce himself. Mitsoff, also, shared with the Commission his interest in becoming a member of the C.O.D. Prior to the official opening of the meeting, C.O.D. members shared with Mitsoff their background and why they had chosen to become a member of the Sheffield Commission.
- 3.) **FINANCIAL BUDGET NEEDS FOR THE C.O.D. FOR THE FISCAL YEAR 2015:** Discussion followed. Wells moved that Grunfeld should submit to the Town Administrator ASAP a request for \$200 for the coming 2015 fiscal budget requests that would be voted on in the May Town meeting. Grunfeld seconded Wells' motion, and with no further discussion, the Wells motion was approved unanimously.
- 4.) **ASSISTIVE LISTENING DEVICE:** Grunfeld reported that she had obtained a 2nd quote for a large meeting room listening device and would submit to the Town Administrator her findings after she has obtained a 3rd quote.

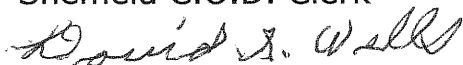
- 5.) **C.O.D. ON-LINE PRESENCE:** Much discussion followed. Wells brought the group up to speed with previous Wells' work done for a considered Sheffield C.O.D. on-line presence i.e.: pdf booklist, services, events, photos, notifications of Sheffield C.O.D. meetings, and other important disability information sharing. Grunfeld moved that she intended to request from the Select Board that the Sheffield Commission be allowed to establish disability resource links on our link to the Town web site and that the Commission be allowed to have a facebook page that would enhance the Sheffield C.O.D.'s community presence. Lakhan 2nded Grunfeld's motion, and there being no further discussion, the Grunfeld motion passed unanimously.
- 6.) **SHEFFIELD TIMES C.O.D. SUBMISSION:** Grunfeld submitted the article for the *Sheffield Times*. Her article highlighted the C.O.D.'s newest Select Board appointment (Lakhan Verma), the success of the ADA Training Seminar, the availability of the CTSB video and where to purchase it, and a reminder that the Commission meets on the 3rd Friday of each month, welcomes visitors, and encourages anyone interested in joining the Commission to make themselves known to the Commission and or the Town Administrator. Lakhan volunteered, with the help of Grunfeld, to write the next article for the *Sheffield Times*.
- 7.) **CTSB VIDEO OF THE ADA TRAINING SEMINAR:** Grunfeld stated that she feels the CTSB [Community Television of Southern Berkshire] video has national significance and importance. The CTSB, is a nonprofit organization which footed the total bill for producing the video, and therefore would receive any monies earned from the sale of the video [\$15.00]. The Commission still hopes that the video can be professionally captioned. Kathy Gips may be able to help the C.O.D. locate such a person/company who would be able to do it.
- 8.) **CTSB VIDEO:** Grunfeld suggested that the Commission donate 2 copies of the CTSB Video to the Sheffield Bushnell-Sage Library. She also suggested that she would be willing to ask Karen Lindquist, Library Director, if Karen would agree to allow the Sheffield C.O.D. to put a link on the COD webpage to promote the Library's ADA materials. Grunfeld's suggestions were moved to a motion, 2nded by Wells, and with no further discussion, the Grunfeld motion was unanimously approved as suggested/moved.
- 9.) **COMMUNICATIONS:** There were none at this time.
- 10.) **NEW BUSINESS:** The next C.O.D. meeting will be Friday, January 17, 2014 at the Sheffield Senior Center at 2:30 PM
- 11.) The meeting was moved to be closed by Wells and seconded by Lakhan, and with no further discussion, the meeting was unanimously moved to be closed at 4:45.

Grunfeld adjourned the Sheffield C.O.D. meeting at 4:45 PM.

Respectfully submitted:

Dave Wells

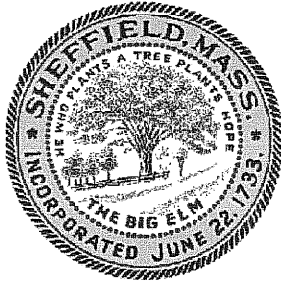
Sheffield C.O.D. Clerk



Commission on Disabilities' Minutes

December 20, 2013

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**TOWN of SHEFFIELD
Commission on
Disabilities**



AGENDA

**The Commission will meet Friday, January 17, 2014
at the Sheffield Senior Center at 2:30 PM**

***PLEASE use side door**

AGENDA:

- 1. Approval of the Friday, December 20, 2013 C.O.D. Minutes**
- 2. Financial update**
- 3. Assistive listening device update, if any**
- 4. On line presence update**
- 5. *Sheffield Times* new article submission**
- 6. New business**
- 7. Communications**
- 8. Other**