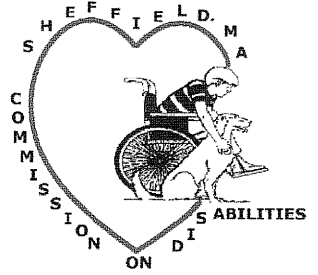


Town of Sheffield
Commission on Disabilities
Town Hall – 21 Depot Square
P.O. Box 325
Sheffield Massachusetts 01257



Friday, December 19, 2014

Sheffield Senior Center

2:48 PM

Commission Members Present: Laura Grunfeld, Chair
Dave Wells, Clerk
Lakhan Verma
Absent: Gail Mullen
Visitors: Nan Wells

Grunfeld called the C.O.D. meeting open at 2:48 PM
Grunfeld set up her computer to record this meeting as per request of the Sheffield B.O.S.

AGENDA ITEMS:

- 1.) **APPROVAL OF MINUTES:** *It was moved by Verma that the minutes of the Sheffield Commission on Disabilities for November 21, 2014 be approved. The Verma motion was seconded by Grunfeld, and with no further discussion, the minutes were unanimously approved as presented.*
- 2.) **SHEFFIELD TIMES' ARTICLE SUBMISSION:** Grunfeld reported that she had submitted the article regarding a reminder to all businesses and Town properties how necessary it is to keep sidewalks and accesses clear of snow and ice.
- 3.) **UPDATE ON TOWN OF SHEFFIELD'S ADA SELF-EVALUATION:** Grunfeld and Wells reported on the progress of the Town of Sheffield's ADA self-evaluation. Grunfeld, Wells, and Rhonda LaBombard, Sheffield Town Administrator met with Chris Becker, Access Specialist for the Massachusetts Office on Disability on December 4, 2014. Although Chris Becker's time to spend in Sheffield was relatively short, the Commission members were able to do a rather extensive evaluation of the Sheffield Town Hall, the Bushnell-Sage Library, and the Sheffield Police Station. LaBombard, said she would collate and update the Town 2008 Self-Evaluation with the 2010 Jeff Dougan assessment and the December 4, 2014 Chris Becker one. Considerable progress has been made in the Sheffield Town ADA self-evaluation process.

- 4.) **LOCAL BLACKBOARD CONNECT/REVERSE 911:** Wells asked Grunfeld if the Commission had received a response to the Commission E-Mail to LaBombard/Sheffield Board of Selectmen regarding the C.O.D. recommendations with the local Blackboard Connect/Reverse 911 systems. Grunfeld reported she had received no response yet to that E-Mail. The C.O.D. decided, by consensus, to resend the E-Mail with the understanding that the C.O.D. realized LaBombard and the B.O.S. had much on their plate at this busy time of year.
- 5.) **RETURNING TO OLD UNADDRESSED C.O.D. SUBJECT HISTORIES:** It was suggested by Wells and decided by consensus to postpone this review and discussion to the next meeting of the C.O.D.
- 6.) **UPDATE REGARDING TAPING ALL BOARD AND COMMISSION MEETINGS:** Discussion followed as to the purpose of taping the minutes. As noted above, this meeting was being taped and the tape will be kept until the approval of these December 19, 2014 minutes. Grunfeld used her computer to accomplish this taping.
- 7.) **CHAIR'S AGENDA ITEMS:**
- a. Grunfeld notified the C.O.D. that she would be out of town the whole month of January. She asked the C.O.D. for their input regarding having the meeting without her. It was decided, by consensus, that if Mullen would be able to attend the January meeting, the meeting should be held as scheduled. Wells was asked to contact Mullen to see if Mullen could be counted on to attend the January meeting so that the C.O.D. would have a quorum.
- 8.) **NEW BUSINESS:**
- a. Reminders that C.O.D. budget would need to be submitted by the end of January for the fiscal year 2016 along with the Annual C.O.D. report.
 - b. The next C.O.D. meeting will be Friday, January 16, 2015 at the Sheffield Senior Center at 2:30 PM unless otherwise notified.
- 9.) **COMMUNICATIONS:**
- a. Wells shared the Town Financial Report document that notified all Boards, Commissions, etc. of their budget status.
 - b. Grunfeld shared that a possible member for the Commission that she had reached out to was really too busy and involved, at this time, to consider joining the Sheffield C.O.D. The C.O.D. continues in its efforts to welcome visitors and reach out to possible new members in hopes that the Commission will grow and strengthen its very active and dedicated membership.

The meeting was moved to be closed by Wells and seconded by Verma, and with no further discussion, the meeting was unanimously moved to be closed at 3:35 P.M.

Grunfeld adjourned the Sheffield C.O.D. meeting at 3:35 P.M.

Respectfully submitted:

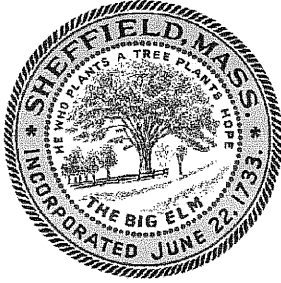
Dave Wells

Sheffield C.O.D. Clerk



The following documents were reviewed during the Commission's meeting and have been retained as required by Massachusetts Public Retention Policy:

1. December 9, 2014 Sheffield Financial Report for Departments, Boards, Commissions, Town entities etc., an update of expenditures
2. 2008 ADA Evaluation
3. 2010 Jeff Dougan Assessment
4. December 4, 2014 Chris Becker Assessment



TOWN of SHEFFIELD
Commission on
Disabilities
AGENDA



The Commission will meet *Friday, January 16, 2015

at the Sheffield Senior Center at 2:30 PM

***PLEASE use side door**

The following Agenda items are for review and possible action

1. Approval of the December 19, 2014 C.O.D. Minutes
2. NEW Sheffield Times article ie. the story of a disabled resident of Sheffield
3. Update on the Town of Sheffield's ADA self-evaluation, if any
4. Review COD letter of support for CDBG grant application being prepared by Select Board.
5. Update on the local Blackboard Connect/Reverse 911 Grunfeld E-Mail
6. Start to work through old unaddressed C.O.D. Subject Histories
7. C.O.D. Budget request needs for Fiscal Year 2016 submission
8. Getting C.O.D. 2014 Annual Report ready for submission
9. Chair's agenda items
10. New Business
11. Communications

All agendas are subject to change and items requiring extensive discussion or prior research will be placed on a future agenda so that the issue can receive appropriate attention

***A larger print version of this AGENDA will be available, upon request,

at the Town Administrator's Office