

*Town of Sheffield  
Commission on Disabilities*

*Town Hall – 21 Depot Square*

*P.O. Box 325*

*Sheffield Massachusetts 01257*



**Friday, June 26, 2015**

**Sheffield Senior Center**

**2:30 PM**

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

Grunfeld called the C.O.D. meeting open at 2:30 PM  
Please note this meeting has been recorded as per request by the BOS

**AGENDA ITEMS:**

- 1.) **APPROVAL OF MINUTES:** *It was moved by Verma that the minutes of the Sheffield Commission on Disabilities for Friday, May 15, 2015 be approved. The Verma motion was seconded by Grunfeld, and with no further discussion, the minutes were approved as presented.*
- 2.) **ADA 25<sup>th</sup> ANNIVERSARY CELEBRATION:** Verma reported that he and Mullen along with a member of the Sheffield Bushnell-Sage Library worked on the ADA 25<sup>th</sup> Anniversary Celebration Informational article for the *Sheffield Times*. He reported that the committee of two was able to submit the celebratory article in time to meet the next article deadline. Grunfeld thanked Verma and Mullen for all their efforts to get this article done.
- 3.) **FISCAL YEAR 2015 BUDGET:** Grunfeld reported that LaBombard had approved the COD request to purchase a free standing sandwich board sign and the small remaining overage would be paid by the Town from another budget source.
- 4.) **UPDATE ON THE TOWN OF SHEFFIELD'S ADA SELF-EVALUATION:** Grunfeld suggested that the COD discuss item #4 on today's agenda last. Her suggestion was

agreed to by consensus. The COD continued to incorporate 3 previous Town Hall evaluations into a single document. The COD will continue with the ADA Self-Evaluation document at the July meeting with a focus on the Sheffield Bushnell-Sage Library and the Police Station. Grunfeld was asked to E-Mail the most recent self-evaluation documents to all COD members.

- 5.) **DISCUSS A COD NEW ARTICLE FOR SHEFFIELD TIMES:** (Deadline for submission August 15) It was agreed by consensus that Wells and Grunfeld would, work as a sub committee of two, to write this submission. The article would focus on the COD theme for the Sheffield in Celebration Fair. A number of COD themes for this year's fair were tossed around but this discussion needs to be continued at the July COD meeting.
- 6.) **LIST OF OUTSTANDING COD ITEMS WHICH HAVE YET TO BE RESPONDED TO BY THE TOWN ADMINISTRATOR/BOS:**
  - Blackboard Connect
  - Facebook Page for the COD
  - Assistive Listening Devices
  - Evacuation Chair for the Town Hall
  - Curb Cuts Route 7 Main Street ... waiting on DOTGrunfeld reported, that at this time, the COD had received no answer from the Town regarding above listed items. It was decided by consensus that Grunfeld would send another E-Mail asking for updates and cc: Wells.
- 7.) **DESIGNER SELECTION COMMITTEE UPDATE:** Grunfeld reported that the next meeting of this committee will be July 7 at 10:00 AM.
- 8.) **CHAIR'S AGENDA ITEMS:** There were no chair items this month.
- 9.) **NEW BUSINESS:** It was suggested that the COD continue their meeting with a walk around the Sheffield Town Park to assess possible disability issues that might need addressing before the Sheffield Celebration Fair on September 12. This suggestion was agreed to do by consensus. Verma, Wells, Wells, and Grunfeld reconvened at the Town Park where they observed that there are now paved accessible entrances on each of the north, south, and west entrances of the Pavilion. Grunfeld said that she would remind the Town to move the accessible portable toilet to the pavilion for the Celebration. It is currently located near the baseball activities.
- 10.) **COMMUNICATIONS:** There were none.

*The meeting was moved to be closed at the Town Park by Wells and seconded by Verma, and with no further discussion, the meeting was unanimously moved to be closed at 4:32PM*

Grunfeld adjourned the Sheffield C.O.D. meeting at 4:32PM

Respectfully submitted:

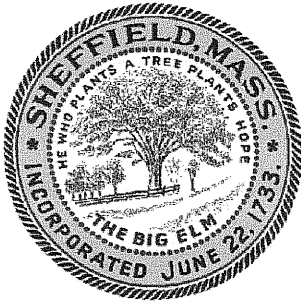
Dave Wells

Sheffield C.O.D. Clerk

A handwritten signature in cursive script that reads "David L. Wells". The signature is written in black ink and is positioned to the right of the typed name "Dave Wells".

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

3 Previous old ADA Evaluation documents



**TOWN of SHEFFIELD**  
**Commission on**  
**Disabilities**  
**AGENDA**



**The Commission will meet \*Friday, July 17, 2015**

**at the Sheffield Senior Center at 2:30 PM**

**The following Agenda items are for review and possible action**

- 1. Approval of the June 26, 2015 COD Minutes:**
- 2. Nominations and elections of a new Fiscal 2016 COD Chair and Clerk:**
- 3. Pick a Sheffield in Celebration Fair COD theme and make some initial assignments for getting the new theme off the ground:**
- 4. New topic for *Sheffield Times*' article for Fall issue:(Grunfeld & Wells to do)**
- 5. Update from the Town Administrator/BOS regarding COD items of concern, if any:**
- 6. Designer Selection Committee update:**
- 7. COD will continue to work on the Town of Sheffield's 2015 ADA Self-Evaluation**
- 8. Chair's agenda items:**
- 9. New Business:**
- 10. 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**