



*Town of Sheffield*  
*Commission on Disabilities*  
*Town Hall – 21 Depot Square*

*P.O. Box 325*

*Sheffield Massachusetts 01257*



**Tuesday, January 19, 2016**  
**#84 Berkshire School Rd.**  
**Officially opened at 5:05 PM**

Commission Members Present:      Laura Grunfeld, Chair  
   Dave Wells, Clerk  
   Gail Mullen

Absent:    Lakhan Verma  
Visitors:                                        Nan Wells

Grunfeld called the C.O.D. meeting officially open at 5:05 PM  
Please note this meeting has been recorded as per request by the BOS

A remote call was made to Verma so that he might participate in this COD meeting, but he had to decline because he was just not up to it.

**AGENDA ITEMS:**

- 1.) **APPROVAL OF MINUTES:** *It was moved by Mullen that the minutes of the Sheffield Commission on Disabilities for Friday, October 16, 2015 be approved. The Mullen motion was seconded by Grunfeld, and with no further discussion, the minutes were unanimously approved as presented.*
  
- 2.) **GRUNFELD THANKED ALL COD MEMBERS:** Grunfeld stated that she was reflecting on all of the work that had been done over the years. She thanked the members for their tireless efforts. She especially thanked Wells for holding down the fort in the clerk's position year after year, producing such well-done minutes, and demonstrating a great commitment to the cause. She thanked Mullen for continually showing up, giving great advice and being smart and level headed. The members then thanked Grunfeld for her extensive work on the updated ADA Self-Evaluation.
  
- 3.) **TOWN OF SHEFFIELD ADA SELF EVALUATION AND TRANSITION PLAN:** The bulk of this COD meeting was spent continuing the work of compiling all of the related documents, observations, and notes. While much progress was made the document was not completed. With the deadline of having the document complete in time to submit to LaBombard for her approval and then her subsequent submission to the Select Board at

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their February 1 meeting, the following motion was made: Mullen moved that Grunfeld may make final revisions to the document without further approval from the COD. The Mullen motion was seconded by Wells, and with no further discussion the motion was unanimously approved as moved.

4.) **2015 ANNUAL TOWN COD REPORT:** Grunfeld moved that Wells and Grunfeld be a subcommittee of two with the ability to write and submit the 2015 Annual Town COD report without having to submit it to the COD for final approval. The Grunfeld motion was seconded by Mullen, and with no further discussion the Grunfeld motion was unanimously approved as moved.

5.) **COD FISCAL YEAR 2017 BUDGET SUBMISSION:** Wells moved that the COD re-apply for a \$200 operating budget line for 2017 fiscal year. The Wells' motion was seconded by Grunfeld, and with no further discussion, the Wells' motion was unanimously approved as moved.

6.) **LOCATION FOR THE FEBRUARY COD MEETING:** Wells moved that the February meeting of the COD should again be held at 84 Berkshire School Road. Mullen seconded the Wells' motion, and with no further discussion, the Wells' motion was unanimously approved as moved.

7.) **CHAIR'S AGENDA ITEMS:** There were none

8.) **NEW BUSINESS:** There was none

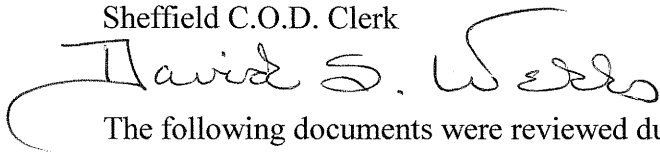
9.) **COMMUNICATIONS:** See below

The meeting was moved to be closed by Wells and seconded by Mullen, and with no further discussion, the meeting was unanimously moved to be closed at 6:30 PM.

Grunfeld adjourned the Sheffield C.O.D. meeting at 6:30 PM

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

Jeff Dougan ADA Evaluation and subsequent clarifications

2010 & 2014 Chris Becker Evaluations and subsequent clarifications

COD ADA Working Drafts