



*Town of Sheffield  
Commission on Disabilities*

*Town Hall - 21 Depot Square*

*P.O. Box 325*

*Sheffield Massachusetts 01757*



**Friday, February 26, 2016  
Sheffield Senior Center  
Officially opened at 2:45 PM**

Commission Members Present: Laura Grunfeld, Chair  
Gail Mullen

Visitor: Nan Wells

Grunfeld called the C.O.D. meeting officially open at 2:45 PM

Please note this meeting has been recorded as per request by the BOS

**AGENDA ITEMS:**

- 1.) **APPROVAL OF MINUTES:** *It was moved by Mullen that the minutes of the Sheffield Commission on Disabilities for Tuesday, January 19, 2016 be approved. The Mullen motion was seconded by Grunfeld, and with no further discussion, the minutes were unanimously approved as presented.*
- 2.) **COD MINUTES' RECORDER NEEDED:** Grunfeld asked visitor Nan Wells if she would be willing to take the COD minutes for this meeting. Wells accepted. Grunfeld thanked Wells for being willing to do them.
- 3.) **GRUNFELD ASKED FOR A MOMENT OF SILENCE TO REFLECT ON THE PASSING OF TWO VERY SPECIAL COD MEMBERS:** Grunfeld reflected on the loss of the Commission's Clerk, David Wells and COD member, Lakhan Verma. Each passed away in February, 2 days apart from each other. The loss is tremendous and the Commission will sorely miss their presence. Each brought to the COD their own unique insights into the impact disability issues have on all aspects of life.
- 4.) **GRUNFELD UPDATED THE COD ON THE TOWN OF SHEFFIELD'S ADA SELF EVALUATION AND TRANSITION PLAN:** Grunfeld reported that the Town of Sheffield's ADA Self Evaluation and Transition Plan had been handed in to the Town and had consequently been approved by the Sheffield BOS. She thanked all the COD members for their years of dedication to bringing the issues to the forefront. She went on

to say that she hoped that the COD would now put their energies toward helping the Town achieve and move forward on the outlined goals and considerations. The COD agreed with the concept but questioned the “how.” After much discussion regarding “how” to lend COD support and the follow through process with the ADA recommendations, it was agreed, by consensus, that that should be one of the COD focus’ and goals but not its only one.

- 5.) **GRUNFELD PROMOTES SIGNAGE:** *Grunfeld moved that the COD make as one of its priorities help in getting proper ADA signage for the Town Hall.* Discussion followed the Grunfeld motion. The outcome of the original motion was revised by Mullen. *Mullen moved that each COD member should review the ADA Recommendation list between now and the next meeting and prioritize the recommendations and bring their ADA priority suggestions to the March meeting. The March meeting would then discuss COD member priority recommendations. The outcome would be to present a unified COD ADA priorities’ list to LaBombard. Grunfeld seconded the revised motion, and with no further discussion, the Grunfeld revised motion was unanimously approved.*
  
- 6.) **GRUNFELD PROPOSED THAT THE COD SET NEW GOALS:** *Grunfeld proposed that the COD come to the March meeting with ideas for setting new COD goals. Mullen seconded the Grunfeld motion, and with no further discussion, the Grunfeld motion was unanimously approved as moved.*
  
- 7.) **SHEFFIELD TIMES’ AD:** Grunfeld hoped the COD would approve another year of COD ads in the *Sheffield Times*. It was brought to Grunfeld’s attention that the COD had no money to do that. Grunfeld was asked if she had gotten any response to the COD request for a \$200 budget line for the fiscal 2017 year? Grunfeld reported that she had previously sent an E-Mail but had received no response back to date. She, also, went on to say that she did not know whether the COD request for an operating budget had gotten in on time. It was suggested that Grunfeld re E-Mail LaBombard and ask if the COD would be included on the May Town Warrant budget request. Grunfeld then re E-Mailed LaBombard to verify COD status. Grunfeld informed the COD how much she wanted to support the *Sheffield Times* and she also stated that she wasn’t sure if the COD already owed for the *Sheffield Times*’ January - February ad. It was decided, by consensus, that Grunfeld would have to contact Tara White of the *Sheffield Times* and let her know, that although the COD wanted to buy ad space, we had no money to do so at this time.
  
- 8.) **DONATION MONEY IN MEMORY OF DAVID WELLS IS STILL COMING IN TO THE TOWN OF SHEFFIELD/COMMISSION ON DISABILITIES:** Nan Wells reported that the money being donated in memory of David Wells continues to grow. At this time, it may be enough to purchase one or more important acquisitions to help those in Sheffield with disabilities be a more active and inclusive part of all Sheffield activities and events. One possibility might be to purchase a permanent assistive listening device for the Sheffield Senior Center, which is a mandatory need as per the ADA transition plan. Other ideas for consideration are welcome but Nan felt the purchase should be something/s permanent so that all could benefit long term and David’s memory and love for his Town and those with disabilities be a continuous and permanent recognition.

9.) **NEXT COD MEETING TIME and PLACE DISCUSSED:** The next COD meeting, after discussion of doable dates, was finally set as Thursday, March 24, 2016 to be held at the Sheffield Senior Center [upon approval by the Sheffield Senior Center Director, Jenn Goewey] at the usual time of 2:30 PM.

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

11.) **NEW BUSINESS:** Contribution funds collected in Memory of David Wells

12.) **COMMUNICATIONS:** See below

*The meeting was moved to be closed by Mullen and seconded by Grunfeld, and with no further discussion, the meeting was unanimously moved to be closed at 4:30 PM.*

Grunfeld adjourned the Sheffield C.O.D. meeting at 4:30 PM

Respectfully submitted:

Nan Wells

Sheffield C.O.D. visitor of many years

The following documents are still under review by the Commission and have been retained as required by Massachusetts Public Retention Policy

- a. Jeff Dougan ADA Evaluation and subsequent clarifications  
2010 & 2014 Chris Becker Evaluations and subsequent clarifications  
COD ADA Working Drafts
- b. Sheffield Town Fiscal Budget February 2016 breakout spreadsheet
- c. *Sheffield Times* January – February issue with special attention to COD ad and the Grunfeld COD submission