



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

P.O. Box 325

Sheffield Massachusetts 01257



Thursday, October 6, 2016
Sheffield Senior Center
Officially opened at 10:09 AM

Commission Members Present: Laura Grunfeld, Chair
Nan Wells, Clerk

Absent: Gail Mullen

Visitors: Jenn Goewey, Executive Director to the Council on Aging

Grunfeld called the C.O.D. meeting officially open at 10:09 AM.

This meeting has been recorded as per request by the BOS.

AGENDA ITEMS:

1.) **JENN GOEWY, EXECUTIVE DIRECTOR TO THE COUNCIL ON AGING, REQUEST FOR SUPPORT:** Goewey explained that she was applying for a grant to obtain assistive listening devices (ALDs) for the Senior Center. The granting agency requires a partial match from the applying organization and Goewey asked if the COD would approve using some of the Wells’ Memorial Fund for that purpose. Grunfeld and Wells unanimously supported, by consensus, the release of \$1,250.00 from the Wells’ Memorial Fund to help the COA/Sheffield Senior Center obtain Assistive Listening Devices. The COA would contribute the remaining \$344.00 needed to provide the total of \$1,595.00 required for the matching portion of the grant.

2.) **WELLS’ MEMORIAL FUND UPDATE:**

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|---------------------|---|
| \$1,880.00 | Original Amount in the Wells’ Memorial Fund |
| - <u>\$1,250.00</u> | Gift to the Sheffield Senior Center |
| \$ 630.00 | Remaining Balance in the Wells’ Memorial Fund |

Wells, Grunfeld, and Goewey discussed using the remaining monies in the Wells’ Memorial Fund on an event to celebrate the purchase of the new Assistive Listening Devices. There would be refreshments, a demonstration of how to use the ALDs, and the presentation of a plaque in recognition of the Wells’ Memorial Fund donation. Wells will get an update from Goewey about the ALD installation date and suggested dates for the celebration.

- 3.) **APPROVAL OF THE AUGUST 19, 2016 COD MINUTES:** Grunfeld moved that the August 19, 2016 COD Minutes be approved as written. Wells' seconded Grunfeld's motion and the approval of the Minutes for August 19, 2016 was accepted.
- 4.) **SHEFFIELD TIMES' ARTICLE:** There was discussion about possible topics including the ALDs and the crosswalks but a decision was deferred until the November COD meeting.
- 5.) **NEW MAGAZINE/BROCHURE RACK ADDITIONAL USES:** Discussion followed on where the COD might place the new rack with materials of interest to Sheffield residents. The Sheffield Town Hall and the Sheffield Senior Center were both considered as possibilities. It was decided, by consensus, that Wells and Grunfeld would after the close of the COD meeting, go to the Town Hall and see if there was a place that would be appropriate for the brochure rack. The rack is approximately 49 inches high by 28 inches wide and 4.75 inches deep. Discussion regarding the rack placement will be continued at the next COD meeting.
- 6.) **SHEFFIELD IN CELEBRATION FEEDBACK:** There was discussion about the following topics: disability port- a-potty placement, the pavilion baseboards and whether they were still needed if the pavilion was no longer flooded in the winter for ice skating, yellow tape at non-entrances to the pavilion a success, parking much smoother, Mt. Everett students were very helpful and much appreciated.
- 7.) **SHEFFIELD VENDOR APPLICATION:** Wells moved that Grunfeld be reimbursed \$15.00 for paying for the COD Sheffield Fair space from her own personal monies. The Wells' motion was approved by consensus. Grunfeld E-Mailed LaBombard asking for the expense reimbursement.
- 8.) **THANKS:** Wells wished to go on record that the Sheffield COD owed much to Pat Sheely and her service dog, Shadow, for helping out at the Sheffield in Celebration Fair. Sheely represented the Pittsfield COD, UCP, and also answered questions regarding service animals. Shadow has made many friends with Sheffield in Celebration visitors. Sheely's presence was such an asset and we thank her for joining us again this year.
- 9.) **COD MEMBER OUTREACH EFFORTS:** no further outreach efforts to share at this time.
- 10.) **SHEFFIELD TIMES' COD AD REVISITED:** By consensus, Grunfeld and Wells decided to drop this item from further consideration.
- 11.) **NEXT COD MEETING:** It was agreed, by consensus, that the next COD meeting would be held on our regular scheduled date and time, Friday, November 18, 2016 at 2:30PM at the Sheffield Senior Center.
- 12.) **CHAIR'S AGENDA ITEMS:** There were no further items.
- 13.) **NEW BUSINESS:** Wells and Grunfeld will attend the Public Records' Law Seminar in Lenox. They will E-Mail Mullen to see if she will be able to attend. Items to be placed on

the November COD agenda: evacuation chair for the Sheffield Town Hall, review of the ADA Self-Evaluation and the COD responsibilities.

- 14.) **COMMUNICATIONS:** LaBombard “Notice of Intent to Request a Release of Funds” for information only.
- 15.) **ADJOURNMENT:** Grunfeld moved the COD meeting be closed. The Grunfeld motion was approved by consensus.

Grunfeld adjourned the Sheffield C.O.D. meeting at 11:35 AM.

Respectfully submitted:

Nan Wells
Sheffield C.O.D. Clerk

A handwritten signature in cursive script that reads "Nan Wells".

Documents used by the Commission at this meeting:

- A. Town of Sheffield Communication from LaBombard re: Notice of Intent to Request Release of Funds
- B. KP Law Public Records' Law Seminar notice