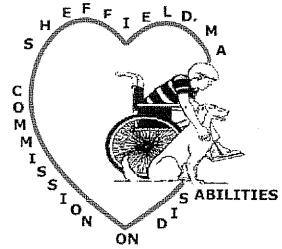


Town of Sheffield
Commission on Disabilities
Town Hall – 21 Depot Square

P.O. Box 325

Sheffield Massachusetts 01257



Friday, April 15, 2016
Sheffield Senior Center
Officially opened at 2:45 PM

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

Absent: Gail Mullen

Visitors: none

Grunfeld called the C.O.D. meeting officially open at 2:40 PM. This meeting has been recorded as per request by the BOS.

AGENDA ITEMS:

- 1.) **APPROVAL OF MINUTES:** *It was moved by Grunfeld that the minutes of the Sheffield Commission on Disabilities for Thursday, March 24, 2016 be approved. The Grunfeld motion was seconded by Wells, and with no further discussion, the minutes were unanimously approved as presented.*
- 2.) **GRUNFELD WELCOMED NAN WELLS:** Grunfeld officially welcomed Nan Wells to the Sheffield COD [as Wells has now officially taken the MA State Conflict of Interest Tutorial and been duly sworn in by the Sheffield Town Clerk].
- 3.) **COD CLERK APPOINTMENT:** *Grunfeld appointed Nan Wells as the new Sheffield COD Clerk. There being no discussion regarding the chair's appointment, Wells chose to accept.* Grunfeld thanked Wells for accepting the appointment.
- 4.) **GRUNFELD REPORTED THAT KRISTA STANTON HAD TO WITHDRAW HER APPOINTMENT:** Grunfeld reported that since Krista Stanton was moving out of town, she would not be able to join the COD. Grunfeld and Wells expressed their sadness in losing her membership.
- 5.) **CONTINUED COD OUTREACH FOR VISITORS & NEW MEMBERS:** Grunfeld and Wells discussed the importance of continuing to encourage new membership and visitors.

- 6.) **SHEFFIELD TIMES' ARTICLE:** Grunfeld was reminded that today was the last day to get the COD article submitted to the *Sheffield Times*. She will make every effort to get her article "People First and Identity First Language" in to Andrea Scott today.
- 7.) **GRUNFELD ATTENDED SHEFFIELD in CELEBRATION PLANNING COMMITTEE:** Grunfeld shared with this Fall's Sheffield in Celebration Fair Planning Committee COD observations from previous Celebration Fairs. Her suggestions included changes to the parking and vendor load-in systems and, for safety reasons, taping off the pavilion so that people could only use the designated entrances.
- 8.) **CONSIDER INVITING OTHER BERKSHIRE COUNTY NON-PROFITS TO JOIN LOCAL VENDORS:** Discussion followed as to whether the Planning Committee might consider inviting some Berkshire County non-profit vendors to be part of the Sheffield in Celebration Fair ie: UCP, Elder Services, Aging in Place - Berkshire Regional Planning Commission etc. Grunfeld will E-Mail for feedback regarding this suggestion from the planning committee.
- 9.) **DONATION MONEY IN MEMORY OF DAVID WELLS:** Nan Wells reported that the money being donated in memory of David Wells continues to grow. She hopes there will be enough to purchase a permanently installed assistive listening device for the Senior Center along with a sign or plaque commemorating David's memorial contribution to the Town of Sheffield.
- 10.) **NEXT COD MEETING TIME and PLACE DISCUSSED:** It was agreed by consensus, [after checking the availability of dates when the Town Administrator, Rhonda LaBombard would be able to join us] that the next COD meeting would be held on Thursday, May 19, 2016 at the Sheffield Town Hall [and if available the downstairs Carlton French meeting room] at the usual time of 2:30 PM.
- 11.) **CHAIR'S AGENDA ITEMS:** The May COD meeting with the Town Administrator is now set for Thursday, May 19, 2016. This meeting with the Town Administrator should give the COD a more concrete understanding of how the COD can help support the Town, in a positive way, to work on fulfilling Sheffield ADA progress goals as set aside in the 2016 yearly evaluation which has already been approved by the Sheffield BOS.

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

13.) **COMMUNICATIONS:** There were none

The meeting was moved to be closed by consensus at 4:00 PM.

Grunfeld adjourned the Sheffield C.O.D. meeting at 4:00 PM

Respectfully submitted:

Nan Wells

Sheffield C.O.D. Clerk



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

MEETING NOTICE

Board or Committee: **Sheffield Commission on Disabilities**

Date/Time of Meeting: **Thursday, May 19, 2016 at 2:30PM**

Meeting Location: **Sheffield Town Hall, Downstairs Carlton French Meeting Room, Sheffield, MA**

The Following Agenda Items are for Review and Possible Action:

1. Approval of the Friday, April 15, 2016 COD Minutes **2.** **Discussion with the Town Administrator on how the COD may support and aid the Town with meeting ADA Yearly Progress Goals** **3.** Update on the Dave Wells' Memorial Fund **4.** COD member outreach efforts **5.** *Sheffield Times'* new article **6.** Update re: Sheffield in Celebration Fair **7.** Chair's agenda items **8.** New Business **9.** Communications **10.** Set date for next meeting.

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