

**TOWN OF SHEFFIELD
COMMISSION ON DISABILITIES**

**Friday, December 16, 2011
Sheffield Bushnell-Sage Library Downstairs
3:30 PM**

Commission Members Present: Laura Grunfeld Interim Chair
Dave Wells [with the assistance of Nan Wells]
(clerk)
Claudia Martin
Don Perry

Visitors: Nancy Perry

Interim Chair Grunfeld called the C.O.D. meeting open at 3:30 PM

APPROVAL OF MINUTES: Minutes of the Commission on Disabilities for November 18, 2011 were moved to be approved by Martin, seconded by Grunfeld, and unanimously approved as written.

PERRY WILL UPDATE C.O.D. ON CURB CUTS, SIDEWALKS ETC. AT OUR JANUARY 20 MEETING: Grunfeld also asked Perry if he could mention, when he speaks to Supt. Lord, the need to repaint Rte 7 center lines between Sheffield and Great Barrington.

DISCUSSION OF THE C.O.D. SPEAKER SERIES CONTINUES AS AN ON GOING AGENDA ITEM:

C.O.D. NEEDS OPERATING FUNDS: Grunfeld spoke with Town Administrator LaBombard regarding getting an allocation of Town funds to meet our operating expenses. LaBombard said she would consider it during her budget preparations and get back with us.

TOWN REPORT DEADLINE IS JANUARY 31: Grunfeld not ready to present C.O.D. Annual Report draft for this meeting but will have it ready for discussion at our January 20 meeting.

CENSUS MAILING: January 4, Felecie Joyce and her staff will start stuffing census mailing envelopes. We need to have our C.O.D. insert draft approved by LaBombard, copied, and ready for the insertion date of January 4. We may need to have a special C.O.D. working meeting to be ready with our insert at stuffing time. Wells moved that we meet Tuesday, December 23 at 3:30 PM at the Town Hall downstairs meeting room to get the insert ready for mailing. The Wells motion was seconded by Martin and unanimously approved. Date will be posted.

NEW MEMBER: Grunfeld caught up with Gail Mullen and discovered there was some confusion as to when Gail thought she was officially a C.O.D. member. Gail will try to make our January 20 meeting.

GRUNFELD SPOKE WITH LINDA HIGGINS, ASSISTANT TO MT. EVERETT SUPT. SINGLETON REGARDING THE PROCESS OF SENDING INFORMATION HOME WITH STUDENTS:

REMINDE TOWN REGARDING SNOW REMOVAL AND KEEPING OPEN ACCESSIBLE PARKING AND WALKWAYS:

LAND ASSESSMENT: Grunfeld sent an email to Select Board Chair Rene Wood re the Open Space and Recreation Plan (OSRP) recommendations Grunfeld had made and the C.O.D. had endorsed, inquiring as to the Select Board's response.

OLD C.O.D. RECRUITMENT POSTER NEEDS TO BE UPDATED: Grunfeld asked Wells to design a new recruitment poster and have a draft/s ready for our January C.O.D. meeting.

C.O.D. HOLIDAY CARDS: Once the C.O.D. Holiday Cards have been approved by LaBombard, we will send them out to all the speakers who participated in our C.O.D. Speaker Series. We will hand deliver Holiday Cards along with the new flyer advertising Dawn Matthews representing UCP at the Sheffield Senior Center Luncheon January 19 as the first speaker of the C.O.D. Speaker Series Year 2012, to all the local businesses that so kindly support the C.O.D. by posting our flyers throughout the year.

NEXT SPEAKER SERIES: Our next Speaker Series is already in place for the 3rd Thursday of the month luncheon in January 2012 at the Senior Center. Dawn Matthews of United Cerebral Palsy will be the presenter for that occasion. Martin suggested that

the C.O.D. go back to the previous Speaker Series presenters and ask them to give their presentations again but to a bigger audience.

THE NEXT SCHEDULED MEETING WILL BE: January 20, 2012 at 3:30 PM at the Sheffield Bushnell-Sage Library, downstairs meeting room.

AGENDA:

1. Discussion of Grunfeld's C.O.D. draft for inclusion in the Town's Annual Report
2. Speaker Series evaluation of the Senior Center Luncheon venue and planning for the next Speaker / Speaker Series
3. Perry curb cuts etc. update
4. Wells new recruitment flyer
5. Reports
6. Other business as necessary

Perry moved to adjourn this meeting, seconded by Wells, and unanimously so approved.

Grunfeld adjourned the meeting at 4:45 PM

Respectfully submitted:

Dave Wells [assisted by Nan Wells] Clerk