

# SHEFFIELD COMMISSION ON DISABILITIES

May 10, 2013

Sheffield Town Hall

2:30 PM

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

Visitors: Nan Wells  
Don Perry

Prior to officially opening the Sheffield C.O.D. meeting, the Commission Members and visitors walked the Sheffield Rte. 7 corridor to again document and update the C.O.D.'s recommendations regarding potential crosswalks, curb cuts etc. to the Sheffield Select Board. Photos were also taken.

The group returned to the Sheffield Town Hall to open the official C.O.D. meeting

Grunfeld called the C.O.D. meeting open at 3:50 PM

## AGENDA ITEMS:

- 1.) **APPROVAL OF MINUTES:** It was moved by Mullen that the minutes of the Commission on Disabilities for Friday, April 19, 2013 be approved. The Mullen motion was seconded by Grunfeld; and with no further discussion, the minutes were unanimously approved as presented.
- 2.) **FEEDBACK REGARDING "VISITABILITY":** Grunfeld reported that she had not, to date, received any feedback from either the Town Administrator or the Sheffield Select Board regarding "Visitability" information which the C.O.D. hoped would be made available to any Sheffield resident seeking a new building permit or seeking a permit for remodeling.
- 3.) **ON LINE PRESENCE:** Grunfeld reported that she had nothing new to report regarding setting up a Sheffield C.O.D. on line presence.
- 4.) **PUSH BUTTON DOOR OPENER FOR SHEFFIELD TOWN HALL and an ASSISTIVE LISTENING DEVICE FOR USE AT TOWN MEETINGS:** Grunfeld informed the C.O.D. that she was still waiting for an assistive listening device

4. Continued ...

quote. She reported that some renovations were under discussion for the Sheffield Town Hall. A back/side door ramped entry. Disability parking spaces in the back near this new entry were, also, under discussion.

- 5.) **C.O.D. BUDGET LINE REQUEST FOR FISCAL YEAR 2014:** Wells reported that the C.O.D. budget line request for \$200.00 was approved at the May 6 Sheffield Town Meeting.
- 6.) **ADA TRAINING SEMINAR:** Grunfeld said she would try to get out a "Save the Date" E-Mail/Media Blast.
- 7.) **JUNE 15 SHEFFIELD TIMES ARTICLE:** Mullen reported that she had no time to do it before going on vacation. The article was put on hold for the August issue. Grunfeld said she would try and do it for the June 15<sup>th</sup> date.
- 8.) **JEFF DOUGAN "HANDICAPPED PARKING QUESTIONNAIRE:"** Grunfeld spoke to Acting Chief of Police Munson and will E-Mail the Office of Jeff Dougan that Sheffield could fine for improper use of Disability Parking by issuing a \$50.00 ticket. The money would go into Sheffield's General Fund. Sheffield has not ticketed improper use of Disability Parking.
- 9.) **NEW MEMBERSHIP RECRUITING:** No new information to report at this time.
- 10.) **ROUTE 7 CORRIDOR C.O.D. RECOMMENDATIONS FOR CROSSWALKS and CURB CUTS:** Grunfeld volunteered to write the Sheffield C.O.D. recommendations.
- 11.) **PARLIAMENTARY PROCEDURES:** Wells moved to table the discussion on parliamentary procedures and have it brought up at a later date. Mullen 2nded Wells' motion. There being no further discussion, Wells' motion was passed unanimously.
- 12.) **OTHER BUSINESS:** No further business
- 13.) **NO JUNE SHEFFIELD C.O.D. MEETING WILL BE HELD:**

**THE NEXT MEETING OF THE C.O.D. WILL BE:** July 19, 2013 at 2:30 PM at the Sheffield Senior Center.

**C.O.D. AGENDA for Friday, July 19, 2013 meeting at 2:30 PM:**

- 1.) Approval of the May 10, 2013 C.O.D. Minutes
- 2.) Election of C.O.D. Chair and C.O.D. Clerk
- 3.) "Visitability" Information
- 4.) Town "On Line Presence" guidelines update if any
- 5.) Update regarding discussed renovations for the Sheffield Town Hall which would provide better disability access to the Sheffield Town Hall
- 6.) Update on assistive listening device for use at Sheffield Town Meetings (Grunfeld)
- 7.) Report on the progress of Americans with Disabilities' Act Training Seminar for the Town of Sheffield staff and interested South County residents
- 8.) "Save the Date" E-Mail/Media blast (Grunfeld)
- 9.) *Sheffield Times* article "Visitability" (Mullen - Grunfeld)
- 10.) Membership recruiting
- 11.) Update/feedback on crosswalk and curb cut recommendations the Sheffield C.O.D. made to the Sheffield Select Board/Mass DOT
- 12.) Parliamentary Procedures
- 13.) Other business as necessary
- 14.) Reminder C.O.D. August meeting will be Friday, August 16, 2013

*Wells moved to adjourn this meeting, seconded by Mullen, and with no further discussion, the meeting was unanimously approved for adjournment.*

Grunfeld adjourned the Sheffield C.O.D. meeting at 4:55 PM.

Respectfully submitted:  
Dave Wells  
Sheffield C.O.D. Clerk