



Town of Sheffield
Commission on Disabilities
Town Hall – 21 Depot Square
P.O. Box 325
Sheffield, Massachusetts 01257



Friday, September 6, 2017
Bushnell Sage Library
Meeting officially opened at 11:00 AM

Commission Members

Present: Laura Grunfeld, Chair
Gail Mullen
Dale Alden
Priscilla Rueger
Guests: None

Grunfeld called the C.O.D. meeting officially open at 11:00 AM. This meeting has been recorded as per request by the BOS.

AGENDA ITEMS:

1.) APPROVAL OF JULY 21, 2017 COD MINUTES: Mullen moved that the COD Minutes for July 21, 2017 be approved as submitted. The motion was seconded by Alden, and with no further discussion, the motion carried unanimously.

2.) Sheffield Fair Planning:

- Grunfeld requested and the Town paid the \$15 vendor fee from the COD budget. The Sheffield Fair confirmed receipt.
- Vendor check-in is between 9:30 and 11 a.m.
- Grunfeld will arrive by 9:00 a.m. for accessible parking set up and will work through the day in parking.
- Alden & Mullen will arrive at about 9:30 a.m., to set up the vendor spot and will share duties staffing the table. They will bring: Tables, chairs, banner, sandwich board, display shelf, 2 boxes printed materials.
- Rueger will help staff the table in the afternoon.

Grunfeld made a motion to assign Alden and Mullen as a Committee to design the sandwich board display and organize all aspects of the vendor booth including printing, tables, chairs, and materials. Mullen seconded the motion, the motion carried unanimously.

Alden had worked on updating the printed materials to be handed out at the Fair. The commission reviewed the designs of the business cards, tri-fold, and ALD handout. Alden will send documents to be printed at the Town Hall so they can be handed out during the Sheffield Fair.

Pat Sheely and her service dog Shadow will be able to come to the Fair to raise awareness about service animals. She will spend part of her time with the COD and part of her time with UCP.

3.) **Reevaluation of COD goals:** *Alden motioned to table the reevaluation of the COD goals to the next meeting. The motion was seconded by Grunfeld and carried unanimously.*

4.) **Date, time, place for next meeting:** The next meeting will be Oct 20, 2017, 10:30 a.m., at the Bushnell Sage Library.

5.) **Items for next meeting's agenda:** Sheffield Fair report, reevaluation of COD goals, COD green policy, Alden report on item donated to COD.

6.) **Chair's agenda items:**

- a. There will be an open meeting law seminar in Huntington on September 13. None of the COD members are able to attend.
- b. The advisory committee for the design of the police station renovation, bringing it into compliance with the ADA and making it accessible to people with mobility disabilities, is open to new members. Alden, Rueger, and Grunfeld expressed interest in joining the committee and will send emails to LaBombard.
- c. Grunfeld said that she had not approached the Selectboard about the COD's Facebook presence yet as she was debating the merits of a Facebook page versus a Facebook group. *Grunfeld motioned that Alden and Grunfeld serve as a committee of two to administer the Facebook page or group if the Selectboard approves it. Mullen seconded the motion and it passed unanimously.*
- d. Rueger was asked to talk about her passion as it relates to serving on the COD and she very movingly and articulately expressed her commitment to providing accessibility for all. Rueger, Alden, and Mullen all expressed experiences they have had with lack of accessibility. Mullen talked about how the ADA is about the rights of individuals to be independent.
- e. Grunfeld is to send Rueger information about people and ID first language, the Town of Sheffield ADA Self Evaluation, a link or a print out to information about Universal Design, and the information about housing visitability that the COD compiled.

7.) **New Business:** None.

8.) **Communication:** None

9.) **ADJOURNMENT:** *Grunfeld moved to adjourn the meeting, seconded by Rueger. The motion carried unanimously.*

10.) Grunfeld adjourned the meeting at 12:42 PM.

Respectfully submitted:



Laura Grunfeld
Chair, Commission on Disabilities