



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



**Friday, February 15, 2019**  
Bushnell Sage Library, upstairs meeting room  
Meeting officially opened at 10:32 AM

**Commission Members**

**Present:** Laura Grunfeld, Chair  
Dale Alden  
Rick Brown  
Gail Mullen  
**Absent:** Priscilla Rueger  
**Guests:** None

Grunfeld called the Commission on Disabilities (COD) meeting officially open at 10:32 AM.

- 1.) **Approval of January 11 minutes:** By consensus, the January 11, 2019 minutes were approved.
- 2.) **ADA Self-Evaluation update:** Grunfeld, Alden, and Brown were at the February 4 Select Board meeting to see if the newly updated ADA Self-Evaluation would be approved. The Select Board said they needed more time with the document. They will put it on the agenda at the next meeting, Feb 20, 7:30PM. Grunfeld will check to see if there are any questions that she can answer before hand.
- 3.) **CDBG Support Letter:** One change was made and the final version was sent to Rene Wood for her CDBG grant application.
- 4.) **Sheffield Times Article:** Brown wrote an article regarding the ADA Self-Evaluation. Grunfeld had reviewed and made some edits. By consensus, the article was approved and submitted to the Sheffield Times Editor, Andrea Scott, during the meeting. Alden volunteered to write the next article.
- 5.) **COD Annual Report:** Grunfeld reported that she had completed the COD Annual Report and sent it to Town Administrator, Rhonda LaBombard, for inclusion in the Town Annual Report.
- 6.) **Berkshire Disabilities Legislative Breakfast:** The breakfast will be held Friday, March 29. Brown, Mullen, and Grunfeld plan to attend. Alden will check his schedule. Rueger is not available to attend. Grunfeld will submit a check request to Town Hall to cover admission fees.
- 7.) **Complete Streets Downtown, Conway School:** Brown met with Conway in October and has touched based with them since. Conway is working on a Complete Streets project for Goshen, MA this spring. Members of the COD will attend a May 24 meeting at the Conway School in Northampton regarding the Goshen project. Brown emailed with LaBombard who said the Town is not ready to move forward at this time but she can speak with Brown in May. The Commission, while recognizing that the Town has other projects in progress, feels that the Complete Streets project could be of great benefit to the Town and stands ready to assist Sheffield move forward with their application. Mullen showed the

COD members an article that talks about Lenox and their Complete Streets grant. Members mentioned that many towns are taking advantage of the Complete Streets funding.

**8.) Town Hall accessible parking discussion:** Tabled until a meeting when Rueger can attend.

**9.) Downtown site visit:** Grunfeld sent her rough notes from the November 2, 2018 downtown site visit to Alden, Brown, and Mullen. The COD is most concerned with sidewalks, parking spaces, access aisles, signage, curb cuts, and lighting. The COD will revisit this when Rueger is in attendance.

**10.) Sheffield Fair COD participation:** The COD discussed the possibility of creating more engaging activities at the Fair. COD members feel that the COD table at the Fair may not be the most effective way to reach people. Discussion included bringing in a professional sign language interpreter to teach a class or two in basic ASL or to learn a song. Something fun for kids of all ages. The COD asked the Library Director, Karen Lindquist, if the COD could partner with her to provide accessible activities for kids. She is interested and said that they begin planning in July. Discussion included involving kids from the school's special education program. Discussion will continue at later meetings.

**11.) Emergency Medical Form:** Alden reported that the Scouts will not be able to take on the project. The COD will investigate the possibility of taking on the project themselves.

**12.) Film Festival:** Mullen talked about a short animated film she discovered about a child who was left out of the playground experience because of the child's disabilities. The COD discussed the possibility of partnering with the school to put on a film festival regarding people with disabilities. Mullen knows of a support group of parents who have kids with disabilities. She will see if they are interested in collaborating on such a film festival.

**13.) Prioritizing COD To Do List:** Members feel that we can continue to move forward with what we have in progress and, at this time, we do not need to eliminate any of our projects.

**14.) Members' Items:** Grunfeld noted that many of the minutes are not posted on line. Grunfeld to follow up. She mentioned that any other documents that we produce can be posted on the COD page of the Town website.

**15.) Items for next meeting's agenda:** Sheffield Times article by Alden, ADA Self-Evaluation update.

**16.) Date, time, place for next meeting:** Friday, March 15, 10:30AM, at Bushnell Sage Library, upstairs.

**17.) Communications:** There were none.

**18.) Adjournment:** Mullen moved to close the meeting. Alden seconded the motion. The meeting was adjourned at 12:44PM.

Respectfully submitted:



Laura Grunfeld  
Chair, Commission on Disabilities