



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



Friday, December 21, 2018
Town Hall, Upstairs Meeting Room
Meeting officially opened at 10:36 AM

Commission Members

Present: Laura Grunfeld, Chair
Dale Alden
Rick Brown
Gail Mullen
Absent: Priscilla Rueger
Guests: Karen Lindquist

Grunfeld called the Commission on Disabilities (COD) meeting officially open at 10:36 AM.

- 1.) **Approval of Oct 19, Nov 2 minutes:** These are not yet complete.
- 2.) **Work on ADA Self-Evaluation update:** The group worked through to page 8 of the ADA Self-Evaluation, checking to see what had been completed and what was not yet completed. Karen Lindquist, Library Director, joined the meeting for the section on the library. This work is scheduled to be completed at the January 11 meeting.
- 3.) **Downtown site visit discussion:** Postponed to an upcoming meeting.
- 4.) **Conway School connection:** Brown to update LaBombard on his recent meeting with the person at the school who handles projects. This person expressed interest in assisting the Town with the Complete Streets application. Mullen motioned that Brown be empowered to meet with LaBombard regarding the Complete Streets Project and the Conway School of Northampton. The motion was seconded by Alden and passed unanimously.
- 5.) **Town Hall accessible parking discussion:** Postponed to an upcoming meeting.
- 6.) **Sheffield Times article submitted:** Grunfeld wrote an article regarding service animals that was published in the November/December issue. COD members will consider what articles they might write for future issues.
- 7.) **Emergency Medical Form:** Brown shared formatting and content information with Alden. Alden knows a scout who may take this on as a project in collaboration with the COD. Alden to continue discussions with the scout.
- 8.) **Sheffield Fair COD participation:** Postponed to an upcoming meeting.

9.) **Members' Items:** Grunfeld shared that LaBombard sent a memo asking that budgets be submitted by January 4th. By consensus the COD agreed to submit a request for the same amount of funding as last year, \$300.

10.) **Items for next meeting's agenda:** ADA Self-Evaluation update, Downtown site visit discussion, Town Hall accessible parking discussion, Sheffield Fair COD participation.

11.) **Date, time, and place for next meeting:** Friday, January 11, 2019, 10:30AM, at the Bushnell Sage Library, upstairs meeting room.

12.) **Communications:** Memo re gifts. Memo re budget due Jan 4, annual report due Jan 28, .

13.) **Adjournment:** Alden moved to close the meeting. Mullen seconded the motion. The meeting was adjourned at 12:19PM.

Respectfully submitted:

A handwritten signature in black ink that reads "Laura Grunfeld". The signature is written in a cursive, flowing style.

Laura Grunfeld
Chair, Commission on Disabilities