



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



Thursday, June 27, 2019
Town Hall, downstairs meeting room
Meeting officially opened at 10:08 AM

Commission Members

Present: Laura Grunfeld, Chair
Dale Alden
Rick Brown
Gail Mullen
Priscilla Rueger

Absent: None

Guests: Jeff Dougan, MA Office on Disability

Grunfeld called the Commission on Disabilities (COD) meeting officially open at 10:08 AM. The group began discussions with Dougan right away.

- 1.) **Jeff Dougan Visit:** The COD requested that Dougan, Assistant Director for Community Services with the Massachusetts Office on Disability in Boston, visit Sheffield for the purpose of giving the COD advice regarding the accessible parking in Town Center. The meeting began with discussion and then moved outside for a site visit. It was determined there are 63 parking spots total. Three accessible parking spots are required with a minimum of one of them being van accessible. However, while technically only 3 spots are required, because of the layout of the Town Center and parking area, at least one or two additional accessible parking spots are needed in order to adequately serve all of the businesses. These additional spots would not necessarily have to be reserved for people with disabilities but would have an access lane and signage indicating that persons with disabilities would have priority parking in these spots. Persons without disabilities could park in these spots if no other spots are available. Dougan recommended that the Public Rights-of-Way guidelines put out by the Access Board and considered a best practice, be minimum guidelines to follow until regulations are adopted. The group walked the length of Town Center and discussed where the best accessible parking spots could be located.
- 2.) **Members' Items:** There were none.
- 3.) **Items for next meeting's agenda:** How to monitor progress on the ADA Self-Evaluation, Sheffield Times article, Sheffield Fair updates, Town Center parking update, officer elections.
- 4.) **Date, time, place for next meeting:** July 19, 10:30AM: COD meeting upstairs at the library.
- 5.) **Communications:** There were none.
- 6.) **Adjournment:** The meeting was adjourned at approximately 1:00PM.

Respectfully submitted:

Laura Grunfeld

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Chair, Commission on Disabilities