



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



Friday, August 16, 2019
Bushnell Sage Library, upstairs meeting room
Meeting officially opened at 10:30 AM

Commission Members

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

Grunfeld called the Commission on Disabilities (COD) meeting officially open at 10:30 AM.

- 1.) **Approval of May 17 minutes:** By consensus, the May 17, 2019 minutes were approved. June 27, 2019 minutes are not yet complete.
- 2.) **Officer Elections:** Grunfeld asked if anyone would like to take on the Chair or Clerk position. Each member considered the option but did not feel they had the spare time. To help take some of the work off of Grunfeld's plate, Alden would like to try recording the minutes and using software to transcribe the recording to text. Alden will try the technology as a backup at the next meeting to see if this works. Alden will ask LaBombard if we may have a volunteer take and report the minutes, and if we may have a Co-Chair system. Grunfeld was nominated as Chair by Brown and seconded by Mullen. Alden nominated Rueger and she declined. Grunfeld was elected to the Chair position unanimously.
- 3.) **Sheffield Times Article:** Mullen will submit a short piece regarding the Sheffield Fair.
- 4.) **Sheffield Fair Update:** At the Fair, Brown will be busy with voter registration until 1pm and will then staff the table. He will administer a survey asking patrons about accessibility in Sheffield. Rueger can staff the table from 11am to 4pm. Mullen will bring the sandwich board and poster, the brochure rack, the tables, two chairs, and relevant brochures and will assist with staffing the table. Grunfeld will be there Friday at 4pm for striping, signage installation, and other set up for Accessible Parking. She and Mullen will both arrive at 7:30 or 8am Saturday morning to manage Accessible Parking.

Rueger suggests that a step stool up to the golf cart may be helpful. She has a step stool that she could donate to use for the day. Mullen will speak with Lindquist regarding making sure that some of the activities for kids are accessible. Grunfeld will send an email to agencies and organizations requesting new brochures for the table. Grunfeld was not successful finding someone to teach a song in ASL.
- 5.) **Update on Town Center parking report:** Grunfeld spoke with LaBombard who said that as a regular part of street maintenance the Town would be able to stripe and sign spots to make the accessible parking in the Town Center, more accessible. Brown reminded us to consider curb cuts onto the sidewalk

so that people using mobility devices do not need to enter a driving lane to get up on the sidewalk. There is an agenda item on the August 19 Selectboard meeting regarding the Complete Streets. Brown will check with Selectboard Chair, Rene Wood, to see what the item is about. Rueger, Mullen, Brown, and Grunfeld will try to attend the meeting. At the next COD meeting on September 6, members will work on finalizing the accessible parking recommendation.

6.) **Monitoring ADA Self Evaluation Progress:** To be postponed to the October 18 meeting.

7.) **Members' Items:** Alden: The MOD Fifth Annual Disability Summit is Sept 27. Members will consider if they want to attend.

8.) **Items for next meeting's agenda:** Friday, Sept 6, 2pm, at the library. This meeting is to focus on completing the recommendations for the Town Center accessible parking. Friday, October 18: Sheffield Fair Wrap Up. Monitoring ADA Self-Evaluation Progress. Work Plan priorities.

9.) **Date, time, place for next meeting:** September 6, 2019, 2pm. Sheffield Library.

10.) **Communications:** The MOD Summit announcement.

11.) **Adjournment:** Mullen moved to close the meeting. Brown seconded the motion. The meeting was adjourned at 12:09PM.

Respectfully submitted:



Laura Grunfeld
Chair, Commission on Disabilities