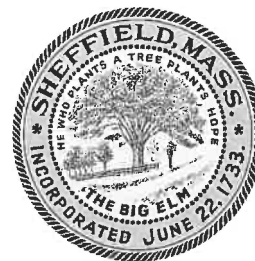




**Town of Sheffield**  
**Commission on Disabilities**  
Town Hall - 21 Depot Square  
P.O. Box 325  
Sheffield, Massachusetts 01257



**Friday, July 16, 2021**  
Bushnell Sage Library, downstairs meeting room

**Commission Members**

**Present:** Laura Grunfeld, Chair  
Pam Mercer  
Gail Mullen  
Priscilla Rueger  
**Absent:** No one  
**Guests:** Anne Brown

The meeting was called to order at 10:40 AM and was chaired by Grunfeld. The meeting is being recorded.

- 1.) **Approval of June 22, 2021 minutes:** Changes were made and, by consensus, the June 22, 2021 minutes were approved.
- 2.) **Sheffield Times Articles:** Mercer plans to write about her trip to Mount Greylock in the next issue. Thanks to Mercer for the previous issue's article and to Tod MacKenzie for his assistance in editing. MacKenzie has been approved to join the COD.
- 3.) **Playground Update:** Grunfeld met with Sig Spiegel and another member of the Friends of the Library and discussed "Pam's Playground." They explained that plans are moving forward with installing the playground imminently so changes cannot be made at this time. Grunfeld advised that if it is not as accessible as they wanted, they may make plans for future improvements so that all children are included.
- 4.) **COD Picnic Planning:** Mullen and Grunfeld reported on their progress with sending the invitations, finding coolers, and other arrangements. Additional preparations were discussed and assigned. The CODs for Egremont, Great Barrington, New Marlborough, and Pittsfield have been invited.
- 5.) **Sheffield Fair Participation:** The COD members are busy with other projects and will not be able to staff the table this year. Grunfeld sent an email to Kathy Staropoli, Vendor Coordinator, cancelling the COD's vendor booth reservation.
- 6.) **ADA Self-Evaluation Priorities Document:** The final document was approved and emailed to the Select Board and Town Administrator.
- 7.) **Emergency Evaluation Meeting with Library Update:** Mullen spoke with Deena Caswell, Library Director, about doing an emergency evacuation training with Town emergency personnel from the police and fire departments. Caswell will schedule the drill. Mullen will ask Caswell to inform her of the date of the drill.

- 8.) **Town Accessibility Handbook:** Mercer to connect with MacKenzie about this project.
- 9.) **Seeking a Clerk:** Postpone conversation to next meeting.
- 10.) **Members' Items:** Grunfeld mentioned that Wood has requested a letter of support for a Community Development Block Grant application to do ADA compliance work on the Town library, police station, and park. The COD has given Grunfeld permission to prepare and submit the document.
- 11.) **Visitors' Items:** There were none.
- 12.) **Items for next meeting's agenda:** Sheffield Times article, COD Picnic wrap-up, Town Playground update, Town Accessibility Handbook, Need for a clerk.
- 13.) **Action Items:**
- a. Mullen: Speak with Caswell regarding date of drill. Picnic preparations.
  - b. Mercer: Sheffield Times article. Town Handbook with MacKenzie. Picnic preparations.
  - c. Grunfeld: Letter of support. Picnic preparations.
- 14.) **Date, time, place for next meeting:** Friday, Aug 6, 10:30 AM. This will be an in-person meeting.
- 15.) **Communications:** None
- 16.) **Adjournment:** The meeting was adjourned at 11:55 PM.

Respectfully submitted:



Laura Grunfeld  
Chair, Commission on Disabilities