

Town of Sheffield Commission on Disabilities Town Hall – 21 Depot Square

P.O. Box 325

Sheffield Massachusetts 01257



Thursday, May 19, 2016 Sheffield Town Hall, Downstairs Carlton French Meeting Room Officially opened at 2:45 PM

Commission Members Present:

Laura Grunfeld, Chair

Nan Wells, Clerk Gail Mullen

Visitors:

Rhonda LaBombard, Sheffield Town Administrator

Grunfeld called the C.O.D. meeting officially open at 2:45 PM. This meeting has been recorded as per request by the BOS.

AGENDA ITEMS:

- 1.) APPROVAL OF MINUTES: <u>It was moved by Grunfeld that the minutes of the Sheffield Commission on Disabilities for Friday, April 15, 2016 be approved. The Grunfeld motion was seconded by Wells, and with no further discussion, the minutes were unanimously approved as presented.</u>
- 2.) GRUNFELD WELCOMED LaBOMBARD SHEFFIELD TOWN
 ADMINISTRATOR: Grunfeld welcomed and thanked LaBombard for taking time to attend this meeting at the request of the Sheffield COD.
- 3.) THE COD ASKED LaBOMBARD HOW IT MAY HELP AND AID THE TOWN IN MEETING ADA YEARLY PROGRESS GOALS: The COD, with the help of LaBombard, went through the ADA yearly progress goals' spreadsheet to look at the areas where the COD might aid and help in supporting the Town work on meeting listed goals. Discussion followed as to which ones might be simple fixes, not costly, along with others that might be more difficult be still needed to be considered on a priority basis.
- 4.) UPDATE ON THE DAVE WELLS MEMORIAL FUND: Discussion followed. That if the memorial fund was used for a permanent assistive listening device for the Sheffield Senior Center, the COD could make a gala event of the presentation along with a demonstration of how it worked and the event would make a good article for submission to the Sheffield Times which might facilitate new visitors to the Senior Center who previously were not coming because of hearing limitations.

Commission on Disabilities' Minutes Thursday, May 19, 2016 Page 1 of 2

- 5.) COD MEMBER OUTREACH EFFORTS: COD members had no new possibilities.
- 6.) SHEFFIELD TIMES' ARTICLE: See Wells Memorial Fund note. Another suggestion was to write an article/s on ADA improvement progress as headway is made in meeting the yearly goals. Grunfeld shared that she had written the Disability Section that was included in the Sheffield Times' blurb regarding the Sheffield in Celebration Fair.
- 7.) SHEFFIELD IN CELEBRATION UPDATE: Grunfeld presented a communication from Kathy Staropoli who is in charge of Fair tables and how outside vendors may seek tables and representation.
- 8.) CHAIR'S AGENDA ITEMS: Grunfeld shared with the COD that the COD might owe for a previously published COD *Times' ad.* Discussion followed. The consensus was that at this time, the COD should NOT invest in a 6 issue COD ad. <u>Grunfeld was asked to E-Mail Tara White that the COD had decided, at this time, to not take out a yearly ad and also ask if the COD owed the Times any money for a previous run ad. Grunfeld E-Mailed White that above decision.</u>
- 9.) NEW BUSINESS: Grunfeld reminded the COD that Mullen's appointment would be up at the end of June. Mullen said she would re-apply for another 3 year term on the COD. The COD let Mullen know that it was extremely appreciative that Mullen would continue to serve Sheffield and the COD for another term.
- 10.) COMMUNICATIONS: There were none
- 11.) NEXT COD MEETING TIME and PLACE DISCUSSED: It was agreed by consensus that the COD would NOT meet in June. COD Clerk will notify various parties.
- **12.) ADJOURNMENT:** <u>Mullen moved and Grunfeld seconded that this COD Meeting be closed. There being no discussion, the Mullen motion was approved unanimously.</u>

Grunfeld adjourned the Sheffield C.O.D. meeting at 4:05 PM

Respectfully submitted:

Nan Wells

Sheffield C.O.D. Clerk

The following documents are still under review by the Commission and have been retained as required by Massachusetts Public Retention Policy.

ADA Recommendations [Chris Becker and Jeff Dougan site visits] - ADA yearly progress goals' spreadsheet

Staropoli letter to Grunfeld regarding outside vendors participation in the Sheffield in Celebration Fair on September 10, 2016

North Attleborough – Regional COD Meeting – June 15, 2016 Meeting