

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

P.O. Box 325

Sheffield Massachusetts 01257



Friday, August 19, 2016 Sheffield Senior Center Officially opened at 10:00 AM

Commission Members Present:

Laura Grunfeld, Chair

Nan Wells, Clerk

Gail Mullen

Visitors:

Larry Silver

Laurie Sunderland

Jaden Wells Logan Wells Grayson Wells

Grunfeld called the C.O.D. meeting officially open at 10:00 AM. This meeting has been recorded as per request by the BOS.

AGENDA ITEMS:

- 1.) COD MINUTES FOR MAY 19 and MAY 26, 2016 NEED APPROVAL: <u>Grunfeld moved that the COD Minutes for May 19 and May 26, 2016 be approved as written. Mullen seconded the Grunfeld motion and with no further discussion, the Grunfeld motion was approved unanimously.</u>
- 2.) NEW MAGAZINE/BROCHURE RACK: Mullen reported that she had received the rack but she had not put it together yet and she would remember to bring it to the Sheffield in Celebration in time for setting up COD display.
- 3.) SHEFFIELD VENDOR APPLICATION: Grunfeld, after E-Mailing Kathy Starapoli, found out that the COD had not formally sent in their space request for the Sheffield in Celebration Fair. The COD confirmed their attendance with Kathy and then Wells sent on the actual paper work needed to formalize the verbal notice just given that the COD planned to attend and needed space.
- 4.) **COD DISABILITIES' COLORING BOOK:** Wells reported that the coloring book had been printed on heavier paper, as suggested it should be by the COD, and the paper had been purchased for us by the Town. The COD bill for the heavier paper was \$27.00 dollars.

 <u>Grunfeld moved that the COD pay the \$27.00 for the coloring book paper. Mullen seconded</u>

Commission on Disabilities' Minutes Friday, August 19, 2016 Page 1 of 3 5.) **SHEFFIELD IN CELEBRATION UPDATE:** It was decided that in future that the number of 'ADA Years Celebrated' should be removed from printouts, notices, posters, and flyers, etc. so these items would not need reprinting or changing. In the future, signage would be changed to "A Celebration of the Americans Disabilities' Act. *This suggestion was approved by concensus*.

Individual Reminders regarding: tables, magazine rack, easel, coloring books and crayons, literature, COD banner; chairs; Grunfeld map; parking attendants (Grunfeld full time, Mullen part time); break for Wells at table; vendor arrival time; Pat Sheely from the Pittsfield COD and UCP along with Shadow will be attending; Mullen to help Wells set up COD display and would be her relief person ...

- 6.) WELLS' MEMORIAL FUND UPDATE: Neither Wells, Grunfeld, or the COD, have to date, received any response to the E-Mail request of an itemization of the donors, date, and amount in the Wells' Memorial Fund. The COD needs to have this information in order to move forward with funding possibilities in memory of David S. Wells and also to thank those who donated. It was moved by Mullen to send a formal request to LaBombard and the Select Board asking for this information. The Mullen motion was seconded by Grunfeld, and with no further discussion, the Mullen motion carried unanimously.
- 7.) CDBG GRANT PHASE 2 UP DATE: Wells reported that the CDBG Grant Phase 2 had been awarded and that this grant put funds into place for various needed projects for Great Barrington and Sheffield, including the Sheffield Town Hall.
- 8.) **COD MEMBER OUTREACH EFFORTS:** The COD members continue their efforts to reach out to possible new members as well as visitors. This is an ongoing endeavor which we will continue pursue. This outreach effort would also be encouraged at the Sheffield in Celebration Fair.
- 9.) SHEFFIELD TIMES' ARTICLE: <u>This agenda item was decided to be brought up as an Agenda item at the October COD Meeting by consensus.</u>
- 10.) SHEFFIELD TIMES' COD AD REVISITED: This agenda item was decided to be brought up as an Agenda item at the October COD Meeting by consensus.
- 11.) NEXT COD MEETING: It was moved by Mullen, and seconded by Wells to not have a COD meeting in September. There was no further discussion on the Mullen motion and it was unanimously approved as moved. It was decided by consensus that the next COD meeting would be Friday, October 21, 2016 at the regular time of 2:30PM at the Sheffield Senior Center.
- 12.) CHAIR'S AGENDA ITEMS: There were no further items
- 13.) NEW BUSINESS: none

- 14.) COMMUNICATIONS: A. Town of Sheffield letter to Mullen accepting her request for reappointment to the COD. Grunfeld thanked Mullen for her dedication to the Commission in the past and for her continued willingness to serve B. Town flyer regarding honoring Marge Consolini and her up and coming retirement C. Notice from David D'Arcangelo, Director of Mass Office on Disability 2016 Disability Summit
- 15.) **ADJOURNMENT:** <u>Grunfeld moved and Mullen seconded that this COD Meeting be closed. There being no discussion, the Grunfeld motion was approved unanimously.</u>

Grunfeld adjourned the Sheffield C.O.D. meeting at 12:00 PM

Respectfully submitted:

Nan Wells

Sheffield C.O.D. Clerk

Documents used by the Commission at this meeting:

- A. Town of Sheffield's letter to Mullen regarding her reappointment to the COD for a 3 year term
- B. Town Flyer regarding the retiring of Marge Consolini
- C. Notice from David D'Arcangelo, Director of Mass Office on Disability 2016 Disability Summit