

**TOWN OF SHEFFIELD  
COMMISSION ON DISABILITIES  
Thursday, September 16, 2010  
SHEFFIELD TOWN HALL DOWNSTAIRS MEETING ROOM  
4:20 PM**

Commission Members Present: Judy Steindler (chair)  
Noah Parsons (vice chair)  
Dave Wells [with the assistance of Nan  
Wells] (Clerk)  
Laura Grunfeld

Sheffield Administrator: Joe Kellogg

Absent: Maryann Hyatt  
Don Perry  
Denise Rueger

**TOWN ADMINISTRATOR, JOE KELLOGG, STOPPED BY TO SPEAK TO THE C.O.D. COMMISSION BEFORE IT OPENED ITS MEETING:** Kellogg went over some general information regarding Sheffield Town Meeting Minutes: no E-Mail addresses; no personal information; keep minutes neutral with no emphasis marks such as bolding or underlining, (if it is deemed necessary to show emphasis the Commission should make a motion and vote on the information to be emphasized and recorded as such); minutes should give a clear indication of what was said; and if a vote is not unanimous then the vote should designate who voted for the issue and who voted against it.

**THE C.O.D. WOULD LIKE TO ENCOURAGE NEW MEMBERS TO JOIN US:** Steindler asked Administrator Kellogg to share with the Sheffield Selectmen that we would like to have a few more new members.

**ADMINISTRATOR KELLOGG SHARED, AS PER REQUEST OF STEINDLER, THAT ALL FUTURE STATE C.O.D. E-MAIL COMMUNICATIONS WILL BE ROUTED TO ASSISTANT ADMINISTRATOR LABOMBARD:** LaBombard will then pass the C.O.D. information on to the current C.O.D. Chair.

**ADMINISTRATOR KELLOGG SHARED WITH THE C.O.D. EDITING CHANGES HE HAD TO MAKE ON OUR WEB SITE SUBMISSIONS LINK 10 & 11 "DISABILITIES RESOURCES AND CONTACT ASSISTANCE INFORMATION":** Kellogg said he had to remove all disability assistance businesses, not well known disability sources, and links to other sites. He encouraged the C.O.D. to re-check what he had edited out and if there were

deletions that the COD felt strongly about keeping i.e. "AdLib, Inc." we should re-present those to him.

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Chair Steindler called the meeting to order at 4:20 PM

**APPROVAL OF MINUTES:** Minutes of the Commission on Disabilities for September 2, 2010 were moved to be approved by Perry, seconded by Grunfeld, and unanimously approved to be accepted after 2 minor editing changes were made [changing the word "manning" the tables to "staffing" the tables and not abbreviating the word "necessary"].

**ADMINISTRATOR KELLOGG WILL RESPOND TO THE DALE ALDEN**

**REQUEST:** Steindler reported that Administrator Kellogg will respond to Dale Alden's suggestion last year to have a locked box placed outside the Sheffield Town Hall so that residents might leave mail for the Town Hall after hours.

**GRUNFELD REPORTED SHE HAD DONE SOME VALUABLE C.O.D.**

**NETWORKING WHILE IN BOSTON:** Grunfeld met with some of the members of the Greater Boston Access to Recreation Conference that was being held in Wellesley, MA.

**THE C.O.D. REVIEWED THE KELLOGG DELETIONS FROM OUR ORIGINAL WEB SITE SUBMITTED LINKS 10 and 11:**

The C.O.D. compiled an amended list of a few sources we felt strongly about keeping. Wells moved that Steindler meet with Administrator Kellogg to discuss the C.O.D. amended list and share the thinking behind keeping certain sources on our list. Wells' motion was seconded by Grunfeld and unanimously approved for Steindler to meet again with Administrator Kellogg to discuss re-entering some of the sources.

**THE FULL C.O.D. WEB SITE LINK 10 & 11 "DISABILITIES RESOURCES AND CONTACT ASSISTANCE INFORMATION HAS ADMINISTRATOR KELLOGG'S OK TO BE INCLUDED IN ITS ENTIRITY IN THE "2011 RSVP CALENDAR":**

**THE C.O.D. "LIVING WITH DISABILITIES'" CHILDREN'S BOOK LIST AND THE ADULT "GOOD READ" LIST HAVE BEEN TABLED FOR NOW:**

**STEINDLER SUGGESTED A SPRING WORKSHOP:** Steindler suggested the C.O.D. consider contacting the State Parks and Recreation Commission and ask them to come to speak to us to on Universal Access. The Commission thought

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this suggestion was worth doing as long as the State didn't charge to come out to Sheffield and do their presentation on "Adaptive Recreation." The Sheffield Town Parks Commission might, also, be interested in this workshop.

**NOVEMBER DISABILITIES RESOURCES FAIR:** C.O.D. continued to map out the needs to put on a successful town event. Grunfeld updated the Commission with her progress. The Berkshire Chapter UCP along with AdLib, Inc. and Mass Rehab... have already committed to being a part of this event. Many more contacts will be necessary to make this event a really successful one. Grunfeld has spoken to Marie Irwin (Mt. Everett Librarian and School Events Scheduler), along with Sandy Hubbard Mt. Everett S.P.E.D.). The following suggestions were brought up: using the gym and cafeteria at Mount Everett High School, running the event from 3 to 7, recording the event so Sheffield residents might be able to view the event at a later date, make sure Administrator Kellogg will allow business to participate, the table spaces will be free to participants and attendees, posters need to be made, media needs to be notified, and food contributors found. Grunfeld moved that we have just tabling and no key note speaker, Steindler seconded the motion, and it was unanimously approved.

**SHEFFIELD POLICE DEPARTMENT LETTER INFORMED THAT SPECIAL DISABILITY 911 INFORMATION NEEDS TO BE RE-SUBMITTED DUE TO NEW COMPUTER SOFTWARE:** C.O.D. decided we should discuss with Chief McGarry how we can maximize reaching the majority of Sheffield citizens regarding re-submission/submission of 911 special disability information ... C.O.D. web site, *Sheffield Times*, insert with tax bill, and through well placed town posters. This discussion was tabled due to lack of time.

**OUR NEXT SCHEDULED MEETING WILL BE OCTOBER 7, 2010.**

**AGENDA:** 1. Continue planning November Resource Fair 2. Any other business as necessary.

Wells moved to adjourn this meeting, seconded by Parsons, and unanimously so approved.

Steindler adjourned the meeting at 5:30 PM

Respectfully submitted:

Dave Wells [assisted by Nan Wells]