

**Town of Sudbury: Priority for ADA Transition Plan - Municipal Buildings**

1	<b>Priorities:</b> Priority 1: Program Access* or Safety Priority 2: Navigational Issue Priority 3: Additional Access* Priority 4: Enhanced Usability	<b>*Note:</b> Some toilet rooms issues compromise Program Access. Some toilet rooms with less central issues (e.g., partially accessible toilet rooms), fall under Additional Access.	<b>**IHCD Cost Estimation Notes:</b> - Cost of design is not included. - Does not include costs when note indicates future work. - Labor cannot be estimated for all remedies. - There is no cost noted when it's presumed to be a maintenance issue. - Cost based on a national average. Cost is not based on prevailing wage. - There is no cost noted when it's presumed to be a maintenance issue. <i>Estimates are intended as a guide to budgeting access modifications and are not intended to be absolutely comprehensive or definitive.</i>
---	-------------------------------------------------------------------------------------------------------------------------------------------------------------------	---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

**Information Provided by Institute for Human Centered Design**

**Status of Barrier Removal**

ID	Facility Name	Element	Issue/Physical Barrier	Location	Floor	Room	Town Priority	Priority for Barrier Removal	Remedies	Barrier Removal Complete (Y/N)	Completion Date (Month/Year)	Completion Date (Fiscal Year)
1	DPW Offices and Garage	A. Exterior Access Route	B. Exterior route < 36" wide C. Exterior route < 48" wide	Front Walkway	Exterior	N/A	Priority 1	Program Access	Ensure that a clear width of 36" min. is maintained at the accessible route with 48" preferred per 521 CMR. Relocate car charging station so that there is 36" clear min. Trim hedges and install wheel stops so that vehicles do not block the sidewalk. (Cost is beyond the scope of the project.)	Y	7/1/2022	FY23
2	DPW Offices and Garage	C. Off-Street Parking Lot or Garage	L. Access aisle does not adjoin an accessible route	Parking Lot - Car Accessible Space Access Aisle	Exterior	N/A	Priority 1	Program Access	Ensure the access aisle by the car accessible space adjoins an accessible route. Provide a curb ramp.	Y	7/1/2022	FY23
3	DPW Offices and Garage	H. Emergency Exit	B. Tactile sign not provided at exit D. Illuminated Int. Symbol of Acc. not provided (MAAB) L. Mat not securely attached	Central Exit	1	N/A	Priority 2	Navigational Issue	Provide tactile exit signs with raised characters and braille at exit doors. Mount signs between 48" - 60" above the finished floor located on the latch side of the door. Provide an illuminated sign with the International Symbol of Accessibility. Secure the mat.	Y	2/23/2023	FY23
4	DPW Offices and Garage	H. Emergency Exit	B. Tactile sign not provided at exit D. Illuminated Int. Symbol of Acc. not provided (MAAB) L. Mat not securely attached	South Exit	1	N/A	Priority 2	Navigational Issue	Provide tactile exit signs with raised characters and braille at exit doors. Mount signs between 48" - 60" above the finished floor located on the latch side of the door. Provide an illuminated sign with the International Symbol of Accessibility. Secure the mat.	Y	2/23/2023	FY23
5	DPW Offices and Garage	H. Emergency Exit	B. Tactile sign not provided at exit D. Illuminated Int. Symbol of Acc. not provided (MAAB) L. Mat not securely attached	North Exit	1	N/A	Priority 2	Navigational Issue	Provide tactile exit signs with raised characters and braille at exit doors. Mount signs between 48" - 60" above the finished floor located on the latch side of the door. Provide an illuminated sign with the International Symbol of Accessibility. Secure the mat.	Y	2/23/2023	FY23
6	DPW Offices and Garage	B. Interior Access Route	A. Route < 36" wide	Women's Toilet Room	1	N/A	Priority 3	Additional Access	Relocate table to ensure that a clear width of 36" min. is maintained at the accessible route. Route is allowed to narrow to narrow to 32" for a depth of	Y	1/15/2023	FY23
7	DPW Offices and Garage	B. Interior Access Route	A. Route < 36" wide	Board of Health	1	N/A	Priority 3	Additional Access	Relocate cabinets to ensure that a clear width of 36" min. is maintained at the accessible route.	Y	3/23/2023	FY23

Information Provided by Institute for Human Centered Design										Status of Barrier Removal		
ID	Facility Name	Element	Issue/Physical Barrier	Location	Floor	Room	Town Priority	Priority for Barrier Removal	Remedies	Barrier Removal Complete (Y/N)	Completion Date (Month/Year)	Completion Date (Fiscal Year)
8	DPW Offices and Garage	B. Interior Access Route	B. Obstructed by protruding objects	Corridor by Main Entrance	1	N/A	Priority 3	Additional Access	Relocate or recess fire alarm box.	Y	3/23/2023	FY23
9	DPW Offices and Garage	B. Interior Access Route	B. Obstructed by protruding objects	Application Forms Area/Overlook	1	N/A	Priority 3	Additional Access	Provide a cane-detectable barrier on the open side of the high counter.			
10	DPW Offices and Garage	B. Interior Access Route	F. Surface not stable, firm, and slip-resistant	Near Main Entrance	1	N/A	Priority 3	Additional Access	Secure mats.	Y	1/1/2023	FY23
11	DPW Offices and Garage	B. Interior Access Route	F. Surface not stable, firm, and slip-resistant	Transfer Station Cemetery Department	1	N/A	Priority 3	Additional Access	Secure mat.	Y	3/1/2023	FY23
12	DPW Offices and Garage	C. Doors, Doorways, & Gates	C. Maneuvering clearance(s) not provided	Women's Toilet Room	1	N/A	Priority 3	Additional Access	Relocate trash container so that there is 18" min. on the pull side of the door.	Y	1/23/2023	FY23
13	DPW Offices and Garage	C. Doors, Doorways, & Gates	C. Maneuvering clearance(s) not provided	Conference Room	1	N/A	Priority 3	Additional Access	Relocate table so that there is 18" min. on the latch side of the door.	Y	2/6/2023	FY23
14	DPW Offices and Garage	H. Signage	G. Sign not located on the latch side of the door	Transfer Station Cemetery Department	1	N/A	Priority 2	Navigational Issue	Locate sign at permanent rooms alongside the door on the latch side.	Y	3/1/2023	FY23
15	DPW Offices and Garage	H. Signage	Z. Signage lacks clear floor space	Engineering Near Main Entrance	1	N/A	Priority 2	Navigational Issue	Remove the plastic container to ensure that a clear floor space of 18" by 18" is centered on the tactile characters.	Y	3/1/2023	FY23
16	DPW Offices and Garage	H. Signage	Z. Signage lacks clear floor space	Conservation	1	N/A	Priority 2	Navigational Issue	Remove the file folder to ensure that a clear floor space of 18" by 18" is centered on the tactile characters.	Y	3/1/2023	FY23
17	DPW Offices and Garage	K. Operable Parts	C. Reach < 15" or > 48"(forward/side approach)	Application Forms Area/Overlook	1	N/A	Priority 3	Additional Access	Relocate one of each form to be located between 15"- 48" above the finished floor.	Y	3/1/2023	FY23
18	DPW Offices and Garage	K. Operable Parts	C. Reach < 15" or > 48"(forward/side approach)	Transfer Station Cemetery Department	1	N/A	Priority 3	Additional Access	Relocate clothes rod to be no higher than 48" above the finished floor.	Y	3/1/2023	FY23
19	DPW Offices and Garage	K. Operable Parts	C. Reach < 15" or > 48"(forward/side approach)	Transfer Station Cemetery Department	1	N/A	Priority 3	Additional Access	Relocate one of each form to be located between 15"- 48" above the finished floor.	Y	3/1/2023	FY23
20	DPW Offices and Garage	K. Operable Parts	C. Reach < 15" or > 48"(forward/side approach)	Corridor Near Mail/Copy Room	1	N/A	Priority 3	Additional Access	Relocate one of each form to be located between 15"- 48" above the finished floor.	Y	3/1/2023	FY23
21	DPW Offices and Garage	K. Operable Parts	C. Reach < 15" or > 48"(forward/side approach)	Corridor Near Mail/Copy Room	1	N/A	Priority 3	Additional Access	Relocate one of each form to be located between 15"- 48" above the finished floor.	Y	3/1/2023	FY23
22	DPW Offices and Garage	M. Dining or Work Surfaces	C. Knee or toe clearance not provided	Conservation	1	N/A	Priority 1	Program Access	Provide at least 1 dining or work surface with 27" min. knee and toe clearance.	Y	3/1/2023	FY23
23	DPW Offices and Garage	M. Dining or Work Surfaces	Z. Clear floor space not provided at work surface	Director of Operations	1	N/A	Priority 3	Additional Access	Relocate desk so that there is 48" clear min.	Y	3/1/2023	FY23
24	DPW Offices and Garage	M. Dining or Work Surfaces	Z. Clear floor space not provided at work surface	Conservation	1	N/A	Priority 3	Additional Access	Relocate desk so that there is 48" clear min.	Y	3/1/2023	FY23
25	DPW Offices and Garage	S. Picnic Tables	H. Picnic table not on an accessible route	Picnic Table by North Exit	Exterior	N/A	Priority 1	Program Access	Ensure that the dining surface is connected to an accessible route. (Cost estimate for a 6' long 4' wide concrete route.)			
26	DPW Offices and Garage	B. Lavatory	G. Dispensers not within reach range	Men's Toilet Room	1	N/A	Priority 3	Additional Access	Lower the soap dispenser to 42" max. above the floor.	Y	3/1/2023	FY23
27	DPW Offices and Garage	D. Toilet Compartment	C. Door has non-compliant hardware	Women's Toilet Room	1	N/A	Priority 3	Additional Access	Provide hardware that can be operable with one hand and not require tight grasping, pinching, or twisting of the wrist.			
28	DPW Offices and Garage	D. Toilet Compartment	C. Door has non-compliant hardware D. Door has malfunctioning self-closing hinge	Men's Toilet Room	1	N/A	Priority 3	Additional Access	Provide hardware that can be operable with one hand and not require tight grasping, pinching, or twisting of the wrist. Repair hinge.			
29	DPW Offices and Garage	D. Toilet Compartment	D. Door has malfunctioning self-closing hinge	Women's Toilet Room	1	N/A	Priority 3	Additional Access	Repair hinge.			
30	DPW Offices and Garage	D. Toilet Compartment	N. Non-compliant toilet paper dispenser	Women's Toilet Room	1	N/A	Priority 3	Additional Access	Remove toilet paper dispenser that is mounted above the grab bar.	Y	3/1/2023	FY23
31	DPW Offices and Garage	E. Urinal	D. Urinal recessed > 24" has > 36" clear width	Men's Toilet Room	1	N/A	Priority 3	Additional Access	If urinal is recessed greater than 24" ensure there is a clear width of 36". Relocate the partition.			
32	DPW Offices and Garage	F. Dispensers	C. Not operable with a closed fist	Women's Toilet Room	1	N/A	Priority 3	Additional Access	Provide a dispenser that can be operable with one hand and not require tight grasping, pinching, or twisting of the wrist.	Y	3/1/2023	FY23
33	DPW Offices and Garage	F. Dispensers	D. Dispenser acts as a protruding object	Women's Toilet Room	1	N/A	Priority 3	Additional Access	Relocate paper towel dispensers out of the circulation path.	Y	3/1/2023	FY23
34	DPW Offices and Garage	F. Dispensers	D. Dispenser acts as a protruding object	Men's Toilet Room	1	N/A	Priority 3	Additional Access	Relocate paper towel dispensers out of the circulation path.	Y	3/1/2023	FY23
35	DPW Offices and Garage	A. Drinking Fountains	H. No drinking fountain provided for standing users L. Knee or toe clearance not provided	Drinking Fountain Near Women's Toilet Room	1	N/A	Priority 1	Program Access	Install a Hi-Lo drinking fountain. Provide knee and toe clearance, 27" min. high at drinking fountain for seated			
36	DPW Offices and Garage	N/A	N/A	DPW Garage	1	N/A	Priority 4	Enhanced Usability	Garage is not currently accessed by members of the public.			

Information Provided by Institute for Human Centered Design										Status of Barrier Removal		
ID	Facility Name	Element	Issue/Physical Barrier	Location	Floor	Room	Town Priority	Priority for Barrier Removal	Remedies	Barrier Removal Complete (Y/N)	Completion Date (Month/Year)	Completion Date (Fiscal Year)
37	DPW Offices and Garage	N/A	N/A	Main Entrance	1	N/A	Priority 4	Enhanced Usability	This is a good example of a recessed floor mat.			
38	DPW Offices and Garage	N/A	N/A	Engineering Near Main Entrance	1	N/A	Priority 4	Enhanced Usability	Recommend increasing lighting in this area so that signage is more legible.			
39	DPW Offices and Garage	N/A	N/A	Engineering Conference Room	1	N/A	Priority 4	Enhanced Usability	Recommend providing designation sign with raised character and braille even though a sign is not provided.			
40	DPW Offices and Garage	N/A	N/A	Front Walkway	Exterior	N/A	Priority 4	Enhanced Usability	Recommend providing an accessible vehicle charging station with 3' min. access aisles on each side and a 10'-13' wide vehicle space.			
41	DPW Offices and Garage	N/A	N/A	Picnic Table by North Exit	Exterior	N/A	Priority 4	Enhanced Usability	Recommend providing an accessible 48-inch wide route around the picnic table with concrete, asphalt or stone dust.			
1	Fairbank Community Center	A. Exterior Access Route	G. Cross slope > 1:50 (2.00%) L. Does not prevent accumulation of water	Kids Summer Camp Entrance	Exterior	N/A	Priority 3	Additional Access	Reduce cross slope to be no steeper than 1:50 (2.00%) and ensure that running slope is no greater than 1:50 (2.00%) at the gate. Repair surface so that it does not accumulate water. (Cost estimate for a 10' long by 4' wide asphalt route.)	Y	12/13/2023	FY23
2	Fairbank Community Center	A. Exterior Access Route	K. Surface is not stable, firm, and slip-resistant	Basketball Court Northeast Walkway	Exterior	N/A	Priority 3	Additional Access	Patch and repair asphalt surface.	Y	12/13/2023	FY23
3	Fairbank Community Center	C. Off-Street Parking Lot or Garage	A. Total # of parking B. Total # of designated accessible parking spaces C. Total # of designated van accessible spaces F. Running or cross slope at space > 1:50 (2.00%)	West Parking Lot	Exterior	N/A	Priority 1	Program Access	Reduce running or cross slope at north accessible parking space to be no steeper than 1:50 (2.00%).	Y	12/13/2023	FY23
4	Fairbank Community Center	C. Off-Street Parking Lot or Garage	A. Total # of parking B. Total # of designated accessible parking spaces C. Total # of designated van accessible spaces F. Running or cross slope at space > 1:50 (2.00%) O. Sign does not have the designation "Van Accessible" P. Sign bottom < 60" above finished grade	Parking Lot on Northeast Side	Exterior	N/A	Priority 1	Program Access	Provide one van accessible space. Add the designation "Van Accessible" to the sign at the larger van accessible parking space. Reduce running or cross slope to be no steeper than 1:50 (2.00%). Locate signs with the bottom of the sign 60" min. above the ground.	Y	12/13/2023	FY23
5	Fairbank Community Center	E. Exterior Ramp	C. Running slope > 1:12 (8.3%) F. Handrails not provided at both sides if rise is > 6" R. Surface is not stable, firm, and slip-resistant	Route Between Pool and Picnic Table Area	1	N/A	Priority 3	Additional Access	Install a temporary metal ramp to provide an accessible route. (Cost is for a 7' perforated metal ramp with a 5' x 5' platform courtesy of Amramp.)	Y	12/13/2023	FY23
6	Fairbank Community Center	H. Emergency Exit	B. Tactile sign not provided at exit C. Directional sign to accessible emergency exit not provided	Pool Egress With Step by the Gate	1	N/A	Priority 2	Navigational Issue	Provide tactile exit signs with raised characters and braille at exit doors. Mount signs between 48" - 60" above the finished floor located on the latch side of the door. Provide a directional sign indicating the location of the nearest accessible emergency exit.	Y	12/13/2023	FY23
7	Fairbank Community Center	H. Emergency Exit	B. Tactile sign not provided at exit C. Directional sign to accessible emergency exit not provided	Pool Egress to Stepping Stone Path	1	N/A	Priority 2	Navigational Issue	Provide tactile exit signs with raised characters and braille at exit doors. Mount signs between 48" - 60" above the finished floor located on the latch side of the door. Provide a directional sign indicating the location of the nearest accessible emergency exit.	Y	12/13/2023	FY23

Information Provided by Institute for Human Centered Design										Status of Barrier Removal		
ID	Facility Name	Element	Issue/Physical Barrier	Location	Floor	Room	Town Priority	Priority for Barrier Removal	Remedies	Barrier Removal Complete (Y/N)	Completion Date (Month/Year)	Completion Date (Fiscal Year)
8	Fairbank Community Center	H. Emergency Exit	B. Tactile sign not provided at exit C. Directional sign to accessible emergency exit not provided	Egress by Pool Locker Rooms to Senior Center Parking Lot	1	N/A	Priority 2	Navigational Issue	Provide tactile exit signs with raised characters and braille at exit doors. Mount signs between 48" - 60" above the finished floor located on the latch side of the door. Provide a directional sign indicating the location of the nearest accessible emergency exit.	Y	12/13/2023	FY23
9	Fairbank Community Center	H. Emergency Exit	B. Tactile sign not provided at exit C. Directional sign to accessible emergency exit not provided	Egress Through Sudbury Pines Room	1	N/A	Priority 2	Navigational Issue	Provide tactile exit signs with raised characters and braille at exit doors. Mount signs between 48" - 60" above the finished floor located on the latch side of the door. Provide a directional sign indicating the location of the nearest accessible emergency exit.	Y	12/13/2023	FY23
10	Fairbank Community Center	H. Emergency Exit	B. Tactile sign not provided at exit D. Illuminated Int. Symbol of Acc. not provided (MAAB)	Diving Pool Egress to Picnic Table Area	1	N/A	Priority 2	Navigational Issue	Provide tactile exit signs with raised characters and braille at exit doors. Mount signs between 48" - 60" above the finished floor located on the latch side of the door. Provide an illuminated sign with the International Symbol of Accessibility.	Y	12/13/2023	FY23
11	Fairbank Community Center	H. Emergency Exit	B. Tactile sign not provided at exit D. Illuminated Int. Symbol of Acc. not provided (MAAB)	Egress Next to Gym/Stage	1	N/A	Priority 2	Navigational Issue	Provide tactile exit signs with raised characters and braille at exit doors. Mount signs between 48" - 60" above the finished floor located on the latch side of the door. Provide an illuminated sign with the International Symbol of Accessibility.	Y	12/13/2023	FY23
12	Fairbank Community Center	H. Emergency Exit	B. Tactile sign not provided at exit D. Illuminated Int. Symbol of Acc. not provided (MAAB)	Gym/Stage Egress	1	N/A	Priority 2	Navigational Issue	Provide tactile exit signs with raised characters and braille at exit doors. Mount signs between 48" - 60" above the finished floor located on the latch side of the door. Provide an illuminated sign with the International Symbol of Accessibility.	Y	12/13/2023	FY23
13	Fairbank Community Center	H. Emergency Exit	B. Tactile sign not provided at exit D. Illuminated Int. Symbol of Acc. not provided (MAAB)	Main Entrance to Pool	1	N/A	Priority 2	Navigational Issue	Provide tactile exit signs with raised characters and braille at exit doors. Mount signs between 48" - 60" above the finished floor located on the latch side of the door. Provide an illuminated sign with the International Symbol of Accessibility.	Y	12/13/2023	FY23
14	Fairbank Community Center	H. Emergency Exit	B. Tactile sign not provided at exit D. Illuminated Int. Symbol of Acc. not provided (MAAB)	Egress Next to Toilet Rooms in the Senior Center	1	N/A	Priority 2	Navigational Issue	Provide tactile exit signs with raised characters and braille at exit doors. Mount signs between 48" - 60" above the finished floor located on the latch side of the door. Provide an illuminated sign with the International Symbol of Accessibility.	Y	12/13/2023	FY23
15	Fairbank Community Center	H. Emergency Exit	B. Tactile sign not provided at exit D. Illuminated Int. Symbol of Acc. not provided (MAAB)	Senior Center Main Exit and School Department Main Exit	1	N/A	Priority 2	Navigational Issue	Provide tactile exit signs with raised characters and braille at exit doors. Mount signs between 48" - 60" above the finished floor located on the latch side of the door. Provide an illuminated sign with the International Symbol of Accessibility.	Y	12/13/2023	FY23

Information Provided by Institute for Human Centered Design										Status of Barrier Removal		
ID	Facility Name	Element	Issue/Physical Barrier	Location	Floor	Room	Town Priority	Priority for Barrier Removal	Remedies	Barrier Removal Complete (Y/N)	Completion Date (Month/Year)	Completion Date (Fiscal Year)
16	Fairbank Community Center	H. Emergency Exit	B. Tactile sign not provided at exit D. Illuminated Int. Symbol of Acc. not provided (MAAB) G. Maneuvering clearance(s) not provided	Egress Through Kitchen	1	N/A	Priority 2	Navigational Issue	Provide tactile exit signs with raised characters and braille at exit doors. Mount signs between 48" - 60" above the finished floor located on the latch side of the door. Provide an illuminated sign with the International Symbol of Accessibility. Relocate refrigerator to provide 12 inches clear on the latch side of the door,	Y	12/13/2023	FY23
17	Fairbank Community Center	B. Interior Access Route	F. Surface not stable, firm, and slip-resistant	Route to Gym/Stage	1	N/A	Priority 3	Additional Access	Secure mats.	Y	12/13/2023	FY23
18	Fairbank Community Center	B. Interior Access Route	F. Surface not stable, firm, and slip-resistant	Director of Student Services	1	N/A	Priority 3	Additional Access	Secure carpet.	Y	12/13/2023	FY23
19	Fairbank Community Center	B. Interior Access Route	F. Surface not stable, firm, and slip-resistant	Human Resources	1	N/A	Priority 3	Additional Access	Secure carpet.	Y	12/13/2023	FY23
20	Fairbank Community Center	B. Interior Access Route	H. Accessible route not provided	Pre-school Multipurpose Room	1	N/A	Priority 1	Program Access	Provide a portable ramp at 2" level change.	Y	12/13/2023	FY23
21	Fairbank Community Center	C. Doors, Doorways, & Gates	C. Maneuvering clearance(s) not provided	Secondary Entrance to Pool	1	N/A	Priority 3	Additional Access	Provide an automatic door opener.	Y	12/13/2023	FY23
22	Fairbank Community Center	C. Doors, Doorways, & Gates	L. Hardware not operable with a closed fist	Director's and First Aid Office by Pool	1	N/A	Priority 1	Program Access	Provide hardware that can be operable with one hand and not require tight grasping, pinching, or twisting of the wrist.	Y	12/13/2023	FY23
23	Fairbank Community Center	C. Doors, Doorways, & Gates	L. Hardware not operable with a closed fist	Teen Room	1	N/A	Priority 1	Program Access	Provide hardware that can be operable with one hand and not require tight grasping, pinching, or twisting of the wrist.	Y	12/13/2023	FY23
24	Fairbank Community Center	C. Doors, Doorways, & Gates	L. Hardware not operable with a closed fist	Business Office	1	N/A	Priority 1	Program Access	Provide hardware that can be operable with one hand and not require tight grasping, pinching, or twisting of the wrist.	Y	12/13/2023	FY23
25	Fairbank Community Center	C. Doors, Doorways, & Gates	L. Hardware not operable with a closed fist	Senior Center Volunteer Program Coordinator	1	N/A	Priority 1	Program Access	Provide hardware that can be operable with one hand and not require tight grasping, pinching, or twisting of the wrist.	Y	12/13/2023	FY23
26	Fairbank Community Center	C. Doors, Doorways, & Gates	L. Hardware not operable with a closed fist	Room 3 Game Room by Parks and Recreation	1	N/A	Priority 1	Program Access	Provide hardware that can be operable with one hand and not require tight grasping, pinching, or twisting of the wrist.	Y	12/13/2023	FY23
27	Fairbank Community Center	C. Doors, Doorways, & Gates	L. Hardware not operable with a closed fist	Pre-school Room by Parks and Recreation	1	N/A	Priority 1	Program Access	Provide hardware that can be operable with one hand and not require tight grasping, pinching, or twisting of the wrist.	Y	12/13/2023	FY23
28	Fairbank Community Center	C. Doors, Doorways, & Gates	L. Hardware not operable with a closed fist	Social Worker for District	1	N/A	Priority 1	Program Access	Provide hardware that can be operable with one hand and not require tight grasping, pinching, or twisting of the wrist.	Y	12/13/2023	FY23
29	Fairbank Community Center	C. Doors, Doorways, & Gates	L. Hardware not operable with a closed fist	Assistant Director of Student Services	1	N/A	Priority 1	Program Access	Provide hardware that can be operable with one hand and not require tight grasping, pinching, or twisting of the wrist.	Y	12/13/2023	FY23
30	Fairbank Community Center	C. Doors, Doorways, & Gates	L. Hardware not operable with a closed fist	Human Resources	1	N/A	Priority 1	Program Access	Provide hardware that can be operable with one hand and not require tight grasping, pinching, or twisting of the wrist.	Y	12/13/2023	FY23
31	Fairbank Community Center	C. Doors, Doorways, & Gates	L. Hardware not operable with a closed fist M. Door requires > 5 lbs. of force to open	Pool Entrance	1	N/A	Priority 1	Program Access	Provide hardware that can be operable with one hand and not require tight grasping, pinching, or twisting of the wrist. Adjust closers so doors do not require more than 5 pounds of force to open.	Y	12/13/2023	FY23
32	Fairbank Community Center	C. Doors, Doorways, & Gates	M. Door requires > 5 lbs. of force to open	Secondary Entrance to Pool	1	N/A	Priority 3	Additional Access	Adjust closers so doors do not require more than 5 pounds of force to open.	Y	12/13/2023	FY23
33	Fairbank Community Center	C. Doors, Doorways, & Gates	M. Door requires > 5 lbs. of force to open	All Gender Toilet Room by Locker Rooms (West Side)	1	N/A	Priority 3	Additional Access	Adjust closers so doors do not require more than 5 pounds of force to open.	Y	12/13/2023	FY23
34	Fairbank Community Center	C. Doors, Doorways, & Gates	M. Door requires > 5 lbs. of force to open	All Gender Toilet Room by Locker Rooms (East Side)	1	N/A	Priority 3	Additional Access	Adjust closers so doors do not require more than 5 pounds of force to open.	Y	12/13/2023	FY23
35	Fairbank Community Center	C. Doors, Doorways, & Gates	M. Door requires > 5 lbs. of force to open	Women's/ Girls' Toilet Room by Human Resources	1	30	Priority 3	Additional Access	Adjust closers so doors do not require more than 5 pounds of force to open.	Y	12/13/2023	FY23
36	Fairbank Community Center	C. Doors, Doorways, & Gates	M. Door requires > 5 lbs. of force to open	Men's/Boys' Toilet Room by Human Resources	1	N/A	Priority 3	Additional Access	Adjust closers so doors do not require more than 5 pounds of force to open.	Y	12/13/2023	FY23
37	Fairbank Community Center	H. Signage	B. Raised characters not provided on sign D. Braille not provided on sign	Pool - Men's Locker Room	1	N/A	Priority 2	Navigational Issue	Provide text with raised characters duplicated in braille on sign.	Y	12/13/2023	FY23
38	Fairbank Community Center	H. Signage	B. Raised characters not provided on sign D. Braille not provided on sign	Pool - Women's Locker Room Access From the Reception	1	N/A	Priority 2	Navigational Issue	Provide text with raised characters duplicated in braille on sign.	Y	12/13/2023	FY23

Information Provided by Institute for Human Centered Design										Status of Barrier Removal		
ID	Facility Name	Element	Issue/Physical Barrier	Location	Floor	Room	Town Priority	Priority for Barrier Removal	Remedies	Barrier Removal Complete (Y/N)	Completion Date (Month/Year)	Completion Date (Fiscal Year)
39	Fairbank Community Center	H. Signage	B. Raised characters not provided on sign D. Braille not provided on sign	Women's Locker Room Entrance From Pool Side	1	N/A	Priority 2	Navigational Issue	Provide text with raised characters duplicated in braille on sign.	Y	12/13/2023	FY23
40	Fairbank Community Center	H. Signage	B. Raised characters not provided on sign D. Braille not provided on sign	Senior Center Secondary Entrance Next to Gym/Stage	1	N/A	Priority 2	Navigational Issue	Provide text with raised characters duplicated in braille on sign.	Y	12/13/2023	FY23
41	Fairbank Community Center	H. Signage	B. Raised characters not provided on sign D. Braille not provided on sign	Assistant Superintendent and Superintendent	1	N/A	Priority 2	Navigational Issue	Provide text with raised characters duplicated in braille on sign.	Y	12/13/2023	FY23
42	Fairbank Community Center	H. Signage	B. Raised characters not provided on sign D. Braille not provided on sign	Student Services	1	N/A	Priority 2	Navigational Issue	Provide text with raised characters duplicated in braille on sign.	Y	12/13/2023	FY23
43	Fairbank Community Center	H. Signage	B. Raised characters not provided on sign D. Braille not provided on sign	Social Worker for District	1	N/A	Priority 2	Navigational Issue	Provide text with raised characters duplicated in braille on sign.	Y	12/13/2023	FY23
44	Fairbank Community Center	H. Signage	B. Raised characters not provided on sign D. Braille not provided on sign	Business Office Clerk and Accounting	1	N/A	Priority 2	Navigational Issue	Provide text with raised characters duplicated in braille on sign.	Y	12/13/2023	FY23
45	Fairbank Community Center	H. Signage	B. Raised characters not provided on sign D. Braille not provided on sign	Business Office	1	N/A	Priority 2	Navigational Issue	Provide text with raised characters duplicated in braille on sign.	Y	12/13/2023	FY23
46	Fairbank Community Center	H. Signage	B. Raised characters not provided on sign D. Braille not provided on sign	Human Resources	1	N/A	Priority 2	Navigational Issue	Provide text with raised characters duplicated in braille on sign.	Y	12/13/2023	FY23
47	Fairbank Community Center	H. Signage	B. Raised characters not provided on sign D. Braille not provided on sign	Room 3 Game Room by Parks and Recreation	1	N/A	Priority 2	Navigational Issue	Provide text with raised characters duplicated in braille on sign.	Y	12/13/2023	FY23
48	Fairbank Community Center	H. Signage	B. Raised characters not provided on sign D. Braille not provided on sign G. Sign not located on the latch side of the door	Senior Center Volunteer Program Coordinator	1	N/A	Priority 2	Navigational Issue	Provide text with raised characters duplicated in braille on sign. Locate sign at permanent rooms alongside the door on the latch side.	Y	12/13/2023	FY23
49	Fairbank Community Center	H. Signage	B. Raised characters not provided on sign D. Braille not provided on sign G. Sign not located on the latch side of the door	Women's/ Girls' Toilet Room by Human Resources	1	30	Priority 2	Navigational Issue	Provide text with raised characters duplicated in braille on sign. Locate sign at permanent rooms alongside the door on the latch side.	Y	12/13/2023	FY23
50	Fairbank Community Center	H. Signage	B. Raised characters not provided on sign D. Braille not provided on sign G. Sign not located on the latch side of the door	Men's/Boys' Toilet Room by Human Resources	1	N/A	Priority 2	Navigational Issue	Provide text with raised characters duplicated in braille on sign. Locate sign at permanent rooms alongside the door on the latch side.	Y	12/13/2023	FY23
51	Fairbank Community Center	H. Signage	B. Raised characters not provided on sign D. Braille not provided on sign G. Sign not located on the latch side of the door	Senior Center, M. Van Houten Room	1	N/A	Priority 2	Navigational Issue	Provide text with raised characters duplicated in braille on sign. Locate sign at permanent rooms alongside the door on the latch side.	Y	12/13/2023	FY23
52	Fairbank Community Center	H. Signage	B. Raised characters not provided on sign D. Braille not provided on sign G. Sign not located on the latch side of the door	Senior Center, Sudbury Pines Room	1	N/A	Priority 2	Navigational Issue	Provide text with raised characters duplicated in braille on sign. Locate sign at permanent rooms alongside the door on the latch side.	Y	12/13/2023	FY23
53	Fairbank Community Center	H. Signage	B. Raised characters not provided on sign D. Braille not provided on sign G. Sign not located on the latch side of the door	Senior Center, Administrative Coordinator	1	N/A	Priority 2	Navigational Issue	Provide text with raised characters duplicated in braille on sign. Locate sign at permanent rooms alongside the door on the latch side	Y	12/13/2023	FY23
54	Fairbank Community Center	H. Signage	B. Raised characters not provided on sign D. Braille not provided on sign G. Sign not located on the latch side of the door	Senior Center, Program Coordinator	1	N/A	Priority 2	Navigational Issue	Provide text with raised characters duplicated in braille on sign. Locate sign at permanent rooms alongside the door on the latch side.	Y	12/13/2023	FY23
55	Fairbank Community Center	H. Signage	G. Sign not located on the latch side of the door	All Gender Toilet Room by Locker Rooms (West Side)	1	N/A	Priority 2	Navigational Issue	Locate sign at permanent rooms alongside the door on the latch side.	Y	12/13/2023	FY23
56	Fairbank Community Center	H. Signage	G. Sign not located on the latch side of the door	All Gender Toilet Room by Locker Rooms (East Side)	1	N/A	Priority 2	Navigational Issue	Locate sign at permanent rooms alongside the door on the latch side.	Y	12/13/2023	FY23
57	Fairbank Community Center	H. Signage	G. Sign not located on the latch side of the door	Senior Center, Women's and Men's Toilet Rooms	1	N/A	Priority 2	Navigational Issue	Locate sign at permanent rooms alongside the door on the latch side.	Y	12/13/2023	FY23
58	Fairbank Community Center	J. Service Counter	B. Counter > 36" high	Senior Center Main Reception	1	N/A	Priority 3	Additional Access	Provide a counter that is 36" max. above the ground or finished floor.	Y	12/13/2023	FY23
59	Fairbank Community Center	J. Service Counter	B. Counter > 36" high	Concession Stand at Kids Summer Camp (Interior of	Exterior	N/A	Priority 3	Additional Access	Provide a counter that is 36" max. above the ground or finished floor.	Y	12/13/2023	FY23
60	Fairbank Community Center	J. Service Counter	B. Counter > 36" high	Concession Stand (Exterior of Fence)	Exterior	N/A	Priority 3	Additional Access	Provide a counter that is 36" max. above the ground or finished floor.	Y	12/13/2023	FY23
61	Fairbank Community Center	K. Operable Parts	C. Reach < 15" or > 48" (forward/side approach)	Pool - Main Entrance	1	N/A	Priority 3	Additional Access	Ensure that one of each type of form is located no higher than 48" above the finished floor.	Y	12/13/2023	FY23
62	Fairbank Community Center	K. Operable Parts	D. Side reach > 54"	Diving Pool Coat Hooks	1	N/A	Priority 3	Additional Access	Provide one hook at 48" max. above the finished floor.	Y	12/13/2023	FY23
63	Fairbank Community Center	K. Operable Parts	D. Side reach > 54"	Swimming Pool Coat Hooks	1	N/A	Priority 3	Additional Access	Provide one hook at 48" max. above the finished floor.	Y	12/13/2023	FY23

Information Provided by Institute for Human Centered Design										Status of Barrier Removal		
ID	Facility Name	Element	Issue/Physical Barrier	Location	Floor	Room	Town Priority	Priority for Barrier Removal	Remedies	Barrier Removal Complete (Y/N)	Completion Date (Month/Year)	Completion Date (Fiscal Year)
64	Fairbank Community Center	L. Children's Reach Ranges	C. Reach < 20" or > 36" (Ages 3 - 4)	Pre-school Multipurpose Room	1	N/A	Priority 3	Additional Access	Provide one storage hook and shelf that is between 20" and 36" above the finished floor.	Y	12/13/2023	FY23
65	Fairbank Community Center	N. Assembly Area	N. Accessible route to stage not provided	Gym/Stage	1	N/A	Priority 1	Program Access	Provide an interior lift to the stage.	Y	12/13/2023	FY23
66	Fairbank Community Center	O. Locker Room	M. Room is < 78" x 72" Q. Bench < 24" deep R. Bench < 48" long	Pool - Women's Locker Room Changing Rooms	1	N/A	Priority 1	Program Access	Provide an accessible changing room that is 78" by 72" minimum. Provide a bench that is 24" deep and 48" long with room on the side to transfer.	Y	12/13/2023	FY23
67	Fairbank Community Center	O. Locker Room	O. Back support not provided at bench P. Bench is not 17"-19" high Q. Bench < 24" deep R. Bench < 48" long	Pool - Women's Locker Room	1	N/A	Priority 3	Additional Access	Provide at least one bench with back support or that is affixed to a wall with room on the side to transfer. Install a bench with the top of the seat between 17" - 19" above the finished floor. Provide a bench that is 24" deep and 48" long.	Y	12/13/2023	FY23
68	Fairbank Community Center	O. Locker Room	O. Back support not provided at bench Q. Bench < 24" deep R. Bench < 48" long	Pool - Men's Locker Room	1	N/A	Priority 3	Additional Access	Provide at least one bench with back support or that is affixed to a wall with room on the side to transfer. Provide a bench that is 24" deep and 48" long.	Y	12/13/2023	FY23
69	Fairbank Community Center	O. Locker Room	T. Hook > 48" high	Pool - Men's Locker Room	1	N/A	Priority 3	Additional Access	Locate one hook no higher than 48" above the finished floor.	Y	12/13/2023	FY23
70	Fairbank Community Center	O. Locker Room	T. Hook > 48" high	Pool - Men's Showers and Women's Showers	1	N/A	Priority 3	Additional Access	Locate one hook no higher than 48" above the finished floor.	Y	12/13/2023	FY23
71	Fairbank Community Center	O. Locker Room	T. Hook > 48" high	Pool - Women's Locker Room	1	N/A	Priority 3	Additional Access	Locate one hook no higher than 48" above the finished floor.	Y	12/13/2023	FY23
72	Fairbank Community Center	O. Locker Room	T. Hook > 48" high	Pool - Women's Locker Room Changing Rooms	1	N/A	Priority 3	Additional Access	Locate one hook no higher than 48" above the finished floor.	Y	12/13/2023	FY23
73	Fairbank Community Center	O. Locker Room	T. Hook > 48" high	Pool - Women's Locker Room	1	N/A	Priority 3	Additional Access	Locate one hook no higher than 48" above the finished floor.	Y	12/13/2023	FY23
74	Fairbank Community Center	S. Picnic Tables	G. Toe or knee clearance at tables not provided H. Picnic table not on an accessible route	Picnic Table Next to Northeast Parking Lot Accessible Parking by Street	Exterior	N/A	Priority 1	Program Access	Provide at least 1 picnic table in this area with toe and knee clearance. Ensure that the picnic table is connected to an accessible route.	Y	12/13/2023	FY23
75	Fairbank Community Center	S. Picnic Tables	H. Picnic table not on an accessible route	Picnic Area	Exterior	N/A	Priority 1	Program Access	Ensure that the accessible space at the picnic tables are connected to an accessible route.	Y	12/13/2023	FY23
76	Fairbank Community Center	U. Kitchens and Kitchenettes	A. Knee/toe clearance not provided at sink B. Sink > 34" high	Senior Center, M. Van Houten Room	1	N/A	Priority 1	Program Access	Provide a sink with knee and toe clearance positioned for a forward approach. Ensure the sink is no higher than 34"	Y	12/13/2023	FY23
77	Fairbank Community Center	A. Overall Access	H. Audible and visible alarms not provided	Senior Center, Women's and Men's Toilet Rooms	1	N/A	Priority 3	Additional Access	When fire system is updated, ensure that a visible and audible fire alarm is	Y	12/13/2023	FY23
78	Fairbank Community Center	A. Overall Access	H. Audible and visible alarms not provided	All Gender Toilet Room(West Side)	1	N/A	Priority 3	Additional Access	When fire system is updated, ensure that a visible and audible fire alarm is	Y	12/13/2023	FY23
79	Fairbank Community Center	B. Lavatory	E. Plumbing underneath is exposed	Women's/ Girls' Toilet Room by Human Resources	1	30	Priority 1	Safety	Insulate or otherwise configure pipes to prevent contact at lavatory with knee and toe clearance.	Y	12/13/2023	FY23
80	Fairbank Community Center	B. Lavatory	E. Plumbing underneath is exposed	All Gender Toilet Room by Locker Rooms (East Side)	1	N/A	Priority 1	Safety	Insulate or otherwise configure pipes to prevent contact at lavatory.	Y	12/13/2023	FY23
81	Fairbank Community Center	B. Lavatory	E. Plumbing underneath is exposed	Pool - Men's Locker Room	1	N/A	Priority 1	Safety	Insulate or otherwise configure pipes to prevent contact for at least one lavatory.	Y	12/13/2023	FY23
82	Fairbank Community Center	B. Lavatory	F. Mirror above lavatory w/reflective surface > 40" G. Dispensers not within reach range	Pool - Men's Locker Room	1	N/A	Priority 3	Additional Access	Lower mirror so that the bottom surface is at 40" max. above the finished floor. Lower soap and paper towel dispensers to 42" max. above the floor.	Y	12/13/2023	FY23
83	Fairbank Community Center	B. Lavatory	E. Plumbing underneath is exposed	Pool - Women's Locker Room	1	N/A	Priority 1	Safety	Insulate or otherwise configure pipes to prevent contact for at least one lavatory.	Y	12/13/2023	FY23
84	Fairbank Community Center	B. Lavatory	F. Mirror above lavatory w/reflective surface > 40" G. Dispensers not within reach range	Pool - Women's Locker Room	1	N/A	Priority 3	Additional Access	Lower mirror so that the bottom surface is at 40" max. above the finished floor. Lower soap and paper towel dispensers to 42" max. above the floor.	Y	12/13/2023	FY23

Information Provided by Institute for Human Centered Design										Status of Barrier Removal		
ID	Facility Name	Element	Issue/Physical Barrier	Location	Floor	Room	Town Priority	Priority for Barrier Removal	Remedies	Barrier Removal Complete (Y/N)	Completion Date (Month/Year)	Completion Date (Fiscal Year)
85	Fairbank Community Center	B. Lavatory	E. Plumbing underneath is exposed	Senior Center, Men's Toilet Room	1	N/A	Priority 1	Safety	Insulate or otherwise configure pipes to prevent contact for at least one lavatory.	Y	12/13/2023	FY23
86	Fairbank Community Center	B. Lavatory	F. Mirror above lavatory w/reflective surface > 40" G. Dispensers not within reach range	Senior Center, Men's Toilet Room	1	N/A	Priority 3	Additional Access	Lower mirror so that the bottom surface is at 40" max. above the finished floor. Lower soap and paper towel dispensers to 42" max. above the floor.	Y	12/13/2023	FY23
87	Fairbank Community Center	B. Lavatory	E. Plumbing underneath is exposed	All Gender Toilet Room by Locker Rooms (West Side)	1	N/A	Priority 1	Safety	Insulate or otherwise configure pipes to prevent contact at lavatory.	Y	12/13/2023	FY23
88	Fairbank Community Center	B. Lavatory	G. Dispensers not within reach range	All Gender Toilet Room by Locker Rooms (West Side)	1	N/A	Priority 3	Additional Access	Lower paper towel dispenser to 42" max. above the floor.	Y	12/13/2023	FY23
89	Fairbank Community Center	B. Lavatory	E. Plumbing underneath is exposed	Senior Center, Women's Toilet Room	1	N/A	Priority 1	Safety	Insulate or otherwise configure pipes to prevent contact for at least one lavatory.	Y	12/13/2023	FY23
90	Fairbank Community Center	B. Lavatory	G. Dispensers not within reach range	Senior Center, Women's Toilet Room	1	N/A	Priority 3	Additional Access	Lower soap and paper towel dispensers to 42" max. above the floor.	Y	12/13/2023	FY23
91	Fairbank Community Center	B. Lavatory	E. Plumbing underneath is exposed	Men's/Boys' Toilet Room	1	N/A	Priority 1	Safety	Insulate or otherwise configure pipes to prevent contact at lavatory with knee and toe clearance.	Y	12/13/2023	FY23
92	Fairbank Community Center	B. Lavatory	G. Dispensers not within reach range	Men's/Boys' Toilet Room	1	N/A	Priority 3	Additional Access	Lower soap dispenser to 42" max. above the floor.	Y	12/13/2023	FY23
93	Fairbank Community Center	D. Toilet Compartment	C. Door has non-compliant hardware D. Door has malfunctioning self-closing hinge	All Gender Toilet Room by Locker Rooms (West Side)	1	N/A	Priority 3	Additional Access	Provide hardware that can be operable with one hand and not require tight grasping, pinching, or twisting of the wrist. Repair hinge.	Y	12/13/2023	FY23
94	Fairbank Community Center	D. Toilet Compartment	C. Door has non-compliant hardware D. Door has malfunctioning self-closing hinge	All Gender Toilet Room by Locker Rooms (East Side)	1	N/A	Priority 3	Additional Access	Provide hardware that can be operable with one hand and not require tight grasping, pinching, or twisting of the wrist. Repair hinge.	Y	12/13/2023	FY23
95	Fairbank Community Center	D. Toilet Compartment	C. Door has non-compliant hardware D. Door has malfunctioning self-closing hinge	Senior Center, Men's Toilet Room	1	N/A	Priority 3	Additional Access	Provide hardware that can be operable with one hand and not require tight grasping, pinching, or twisting of the wrist. Repair hinge.	Y	12/13/2023	FY23
96	Fairbank Community Center	D. Toilet Compartment	C. Door has non-compliant hardware D. Door has malfunctioning self-closing hinge R. Coat hook > 48"	Pool - Men's Locker Room	1	N/A	Priority 3	Additional Access	Provide hardware that can be operable with one hand and not require tight grasping, pinching, or twisting of the wrist. Repair hinge. Lower coat hook so that it is no higher than 48".	Y	12/13/2023	FY23
97	Fairbank Community Center	D. Toilet Compartment	C. Door has non-compliant hardware D. Door has malfunctioning self-closing hinge R. Coat hook > 48"	Senior Center, Women's Toilet Room	1	N/A	Priority 3	Additional Access	Provide hardware that can be operable with one hand and not require tight grasping, pinching, or twisting of the wrist. Repair hinge. Lower coat hook so that it is no higher than 48".	Y	12/13/2023	FY23
98	Fairbank Community Center	D. Toilet Compartment	D. Door has malfunctioning self-closing hinge	Pool - Women's Locker Room	1	N/A	Priority 3	Additional Access	Repair hinge.	Y	12/13/2023	FY23
99	Fairbank Community Center	D. Toilet Compartment	D. Door has malfunctioning self-closing hinge	Men's/Boys' Toilet Room by Human Resources	1	N/A	Priority 3	Additional Access	Repair hinge.	Y	12/13/2023	FY23
100	Fairbank Community Center	D. Toilet Compartment	J. Side or rear grab bar < 33" or >36" high M. Flush control not on open side N. Non-compliant toilet paper dispenser	Senior Center, Men's Toilet Room	1	N/A	Priority 3	Additional Access	Locate side grab bar between 33"- 36" above the finished floor. Provide the flush control on the open side of the toilet (transfer side). Relocate toilet paper so that it is 24" min. high, located under the grab bar, and between 7" and 9" from the front of the toilet.	Y	12/13/2023	FY23
101	Fairbank Community Center	D. Toilet Compartment	J. Side or rear grab bar < 33" or >36" high N. Non-compliant toilet paper dispenser	Senior Center, Women's Toilet Room	1	N/A	Priority 3	Additional Access	Locate side grab bar between 33"- 36" above the finished floor. Relocate toilet paper so that it is 24" min. high, located under the grab bar, and between 7" and 9" from the front of the toilet.	Y	12/13/2023	FY23



Information Provided by Institute for Human Centered Design										Status of Barrier Removal		
ID	Facility Name	Element	Issue/Physical Barrier	Location	Floor	Room	Town Priority	Priority for Barrier Removal	Remedies	Barrier Removal Complete (Y/N)	Completion Date (Month/Year)	Completion Date (Fiscal Year)
102	Fairbank Community Center	D. Toilet Compartment	M. Flush control not on open side	Pool - Women's Locker Room	1	N/A	Priority 3	Additional Access	Provide the flush control on the open side of the toilet (transfer side).	Y	12/13/2023	FY23
103	Fairbank Community Center	D. Toilet Compartment	M. Flush control not on open side N. Non-compliant toilet paper dispenser	All Gender Toilet Room by Locker Rooms (East Side)	1	N/A	Priority 3	Additional Access	Provide the flush control on the open side of the toilet (transfer side). Relocate toilet paper so that it is 24" min. high, located under the grab bar, and between 7" and 9" from the front of the toilet.	Y	12/13/2023	FY23
104	Fairbank Community Center	D. Toilet Compartment	N. Non-compliant toilet paper dispenser	All Gender Toilet Room by Locker Rooms (West Side)	1	N/A	Priority 3	Additional Access	Relocate toilet paper so that it is 24" min. high, located under the grab bar, and between 7" and 9" from the front of the toilet.	Y	12/13/2023	FY23
105	Fairbank Community Center	D. Toilet Compartment	Q. Clearance at toilet < 72" clear depth (MAAB)	Pool - Men's Locker Room	1	N/A	Priority 3	Additional Access	Provide a wheelchair accessible compartment that is 60" wide and 72" deep.	Y	12/13/2023	FY23
106	Fairbank Community Center	D. Toilet Compartment	R. Coat hook > 48"	Pool - Women's Locker Room	1	N/A	Priority 3	Additional Access	Lower coat hook so that it is no higher than 48".	Y	12/13/2023	FY23
107	Fairbank Community Center	E. Urinal	A. Rim > 17" high B. Clear floor space not provided at urinal	Men's/Boys' Toilet Room by Human Resources	1	N/A	Priority 1	Program Access	Provide at least one urinal with the rim no higher than 17" above the finished floor. Remove partition to provide a 30" min. by 48" min. clear floor space positioned for a forward approach.	Y	12/13/2023	FY23
108	Fairbank Community Center	E. Urinal	A. Rim > 17" high C. Flush control too high or not properly located	All Gender Toilet Room by Locker Rooms (East Side)	1	N/A	Priority 1	Program Access	Provide at least one urinal with the rim no higher than 17" above the finished floor. Mount flush control at 44" max. above	Y	12/13/2023	FY23
109	Fairbank Community Center	F. Dispensers	A. Controls > 42" high B. Clear floor space not provided at accessory	Pool - Men's Locker Room	1	N/A	Priority 3	Additional Access	Relocate one hand dryer so the operable part is 42" max. above the finished floor and there is a 30" min. by 48" min. clear floor space.	Y	12/13/2023	FY23
110	Fairbank Community Center	F. Dispensers	A. Controls > 42" high B. Clear floor space not provided at accessory	Pool - Women's Locker Room	1	N/A	Priority 3	Additional Access	Relocate one hand dryer so the operable part is 42" max. above the finished floor and there is a 30" min. by 48" min. clear floor space.	Y	12/13/2023	FY23
111	Fairbank Community Center	F. Dispensers	A. Controls > 42" high D. Dispenser acts as a protruding object	All Gender Toilet Room by Locker Rooms (East Side)	1	N/A	Priority 3	Additional Access	Relocate paper towel dispenser so the operable part is 42" max. above the finished floor, and out of the circulation path.	Y	12/13/2023	FY23
112	Fairbank Community Center	F. Dispensers	A. Controls > 42" high D. Dispenser acts as a protruding object	Men's/Boys' Toilet Room by Human Resources	1	N/A	Priority 3	Additional Access	Relocate paper towel dispenser so the operable part is 42" max. above the finished floor, and out of the circulation path.	Y	12/13/2023	FY23
113	Fairbank Community Center	F. Dispensers	A. Controls > 42" high D. Dispenser acts as a protruding object	Senior Center, Women's Toilet Room	1	N/A	Priority 3	Additional Access	Relocate paper towel dispenser so the operable part is 42" max. above the finished floor, and out of the circulation path.	Y	12/13/2023	FY23
114	Fairbank Community Center	G. Shower Compartment	U. Accessible shower not provided	Pool - Women's Showers	1	N/A	Priority 1	Program Access	Provide at least one accessible transfer shower with compliant grab bars and a padded seat.	Y	12/13/2023	FY23
115	Fairbank Community Center	B. Toilet Compartment (Children)	N. Flush control not on open side R. Non-compliant toilet paper dispenser	Men's/Boys' Toilet Room by Human Resources	1	N/A	Priority 3	Additional Access	Provide the flush control on the open side of the toilet (transfer side), no higher than 44". Relocate toilet paper dispenser so that it is between 14"- 19" above the floor and between 7"- 9" in front of the toilet. Ensure dispensers and other devices are not mounted above grab bars.	Y	12/13/2023	FY23
116	Fairbank Community Center	B. Toilet Compartment (Children)	R. Non-compliant toilet paper dispenser U. Coat hook not within reach range	Women's/ Girls' Toilet Room by Human Resources	1	30	Priority 3	Additional Access	Relocate toilet paper dispenser so that it is between 14"- 19" above the floor and between 7"- 9" in front of the toilet. Ensure dispensers and other devices are not mounted above grab bars. Lower hook so that it is no higher than 36" high for children ages 3-4.	Y	12/13/2023	FY23

Information Provided by Institute for Human Centered Design										Status of Barrier Removal		
ID	Facility Name	Element	Issue/Physical Barrier	Location	Floor	Room	Town Priority	Priority for Barrier Removal	Remedies	Barrier Removal Complete (Y/N)	Completion Date (Month/Year)	Completion Date (Fiscal Year)
117	Fairbank Community Center	D. Dispensers (Children)	A. Dispenser controls > 42" high D. Dispenser is a protruding object	Men's/Boys' Toilet Room by Human Resources	1	N/A	Priority 3	Additional Access	Relocate paper towel dispenser so the operable part is 42" max. above the finished floor, and out of the circulation path.	Y	12/13/2023	FY23
118	Fairbank Community Center	A. Drinking Fountains	H. No drinking fountain provided for standing users	Meeting Room by Pool	1	N/A	Priority 1	Program Access	Provide an additional drinking fountain for standing users.	Y	12/13/2023	FY23
119	Fairbank Community Center	A. Drinking Fountains	H. No drinking fountain provided for standing users	Senior Center, Drinking Fountain Next to Toilet Rooms	1	N/A	Priority 1	Program Access	Install a Hi-Lo drinking fountain.	Y	12/13/2023	FY23
120	Fairbank Community Center	A. Drinking Fountains	J. No drinking fountain provided for seated users	Concession Stand	Exterior	N/A	Priority 1	Program Access	Provide an additional drinking fountain for seated users.	Y	12/13/2023	FY23
121	Fairbank Community Center	A. Drinking Fountains	J. No drinking fountain provided for seated users K. Standing height fountain does not have cane protection	Drinking Fountain at Concession Stand (Interior of Fence)	Exterior	N/A	Priority 1	Program Access	Provide an additional drinking fountain for seated users. Provide a cane-detectable barrier skirt under the high unit.	Y	12/13/2023	FY23
122	Fairbank Community Center	B. Sink	B. Toe and knee clearances not provided C. Rim or counter > 34"	Teen Room	1	N/A	Priority 1	Program Access	Ensure there is a 27" knee clearance positioned for a forward approach. Relocate sink with the front of the rim or counter no higher than 34".	Y	12/13/2023	FY23
123	Fairbank Community Center	C. Field	B. Accessible spaces not provided at sidelines seating	Open Field	Exterior	N/A	Priority 1	Program Access	Provide a 36" x 48" clear floor space at sidelines seating on each side of the bleachers. (Cost estimate for two 3' x 4' asphalt areas.)	Y	12/13/2023	FY23
124	Fairbank Community Center	D. Court	B. Accessible spaces are not provided at sidelines seating	Volleyball Court	Exterior	N/A	Priority 1	Program Access	Provide a 36" x 48" clear floor space at sidelines seating on each side of the bleachers. (Cost estimate for two 3' x 4' concrete areas.)	Y	12/13/2023	FY23
125	Fairbank Community Center	D. Court	C. Court is not connected to an accessible route	Gaga Ball Court	Exterior	N/A	Priority 1	Program Access	Provide an accessible route to the court and an ADA compliant doorway to the court. (Cost estimate for a hinged doorway at court and 10' long 4' wide asphalt route to the court.)	Y	12/13/2023	FY23
126	Fairbank Community Center	N/A	N/A	Pool - Main Entrance	1	N/A			This is a good example of a recessed floor mat.	Y	12/13/2023	FY23
127	Fairbank Community Center	N/A	N/A	Pre-school Multipurpose Room	1	N/A	Priority 4	Enhanced Usability	For children aged 3-4 under the ADA the recommendations for reach ranges are between 20" and 36" high, and this blackboard is located near the top of that reach range at 33" above the finished floor. Recommend providing a lower blackboard.	Y	12/13/2023	FY23
128	Fairbank Community Center	N/A	N/A	Senior Center, Podium	1	N/A	Priority 4	Enhanced Usability	Recommend providing an adjustable height podium.			
129	Fairbank Community Center	N/A	N/A	Kids Summer Camp Picnic Area	Exterior	N/A			This is a good example of an accessible picnic table.			
130	Fairbank Community Center	N/A	N/A	Pool - Main Entrance	Exterior	N/A	Priority 4	Enhanced Usability	Recommend applying glass manifestation to large expanse of clear glass, in order to make the glass visible, preventing injury through collision.			
1	Fire Department Station 1	G. Entrance	L. Surface not stable, firm, and slip-resistant at entrance	Secondary Entrance on South	Exterior	N/A	Priority 3	Additional Access	Remove the weeds from the door maneuvering clearance area.			
2	Fire Department Station 1	H. Emergency Exit	B. Tactile sign not provided at exit D. Illuminated Int. Symbol of Acc. not provided (MAAB)	Main Entrance	1	N/A	Priority 2	Navigational Issue	Provide tactile exit signs with raised characters and braille at exit doors. Mount signs between 48" - 60" above the finished floor located on the latch side of the door. Provide an illuminated sign with the International Symbol of Accessibility.	Y	7/17/2023	FY24

Information Provided by Institute for Human Centered Design										Status of Barrier Removal		
ID	Facility Name	Element	Issue/Physical Barrier	Location	Floor	Room	Town Priority	Priority for Barrier Removal	Remedies	Barrier Removal Complete (Y/N)	Completion Date (Month/Year)	Completion Date (Fiscal Year)
3	Fire Department Station 1	H. Emergency Exit	B. Tactile sign not provided at exit D. Illuminated Int. Symbol of Acc. not provided (MAAB)	Apparatus Room, South Side Exit	LL	N/A	Priority 2	Navigational Issue	Provide tactile exit signs with raised characters and braille at exit doors. Mount signs between 48" - 60" above the finished floor located on the latch side of the door. Provide an illuminated sign with the International Symbol of Accessibility.	Y	7/17/2023	FY24
4	Fire Department Station 1	H. Emergency Exit	B. Tactile sign not provided at exit D. Illuminated Int. Symbol of Acc. not provided (MAAB)	Apparatus Room, North Side Exit (Front)	LL	N/A	Priority 2	Navigational Issue	Provide tactile exit signs with raised characters and braille at exit doors. Mount signs between 48" - 60" above the finished floor located on the latch side of the door. Provide an illuminated sign with the International Symbol of Accessibility.	Y	7/17/2023	FY24
5	Fire Department Station 1	H. Emergency Exit	B. Tactile sign not provided at exit D. Illuminated Int. Symbol of Acc. not provided (MAAB) R. Door requires > 15 lbs. of force to open	Secondary Entrance on South	1	N/A	Priority 2	Navigational Issue	Provide tactile exit signs with raised characters and braille at exit doors. Mount signs between 48" - 60" above the finished floor located on the latch side of the door. Provide an illuminated sign with the International Symbol of Accessibility. Adjust closers of exterior doors so doors do not require more than 15 pounds of force.	Y	7/17/2023	FY24
6	Fire Department Station 1	H. Emergency Exit	P. Threshold > 1/2" high	Apparatus Room, South Side Exit	Exterior	N/A	Priority 3	Additional Access	Alter the threshold to be 1/2" high max.			
7	Fire Department Station 1	H. Emergency Exit	P. Threshold > 1/2" high	Apparatus Room, North Side Exit (Front)	Exterior	N/A	Priority 3	Additional Access	Alter the threshold to be 1/2" high max.			
8	Fire Department Station 1	C. Doors, Doorways, & Gates	C. Maneuvering clearance(s) not provided	Conference Room	1	N/A	Priority 3	Additional Access	Relocate the chair to ensure that there is 18" clear on the latch side of the door.			
9	Fire Department Station 1	C. Doors, Doorways, & Gates	C. Maneuvering clearance(s) not provided	Men's Toilet Room	1	N/A	Priority 3	Additional Access	Provide an automatic door opener.			
10	Fire Department Station 1	C. Doors, Doorways, & Gates	C. Maneuvering clearance(s) not provided	Secondary Entrance/ Egress	1	N/A	Priority 3	Additional Access	Ensure that vending machine is placed so that it does not affect clear width or maneuvering clearance at the door.			
11	Fire Department Station 1	C. Doors, Doorways, & Gates	C. Maneuvering clearance(s) not provided	Women's Toilet Room	1	N/A	Priority 3	Additional Access	Provide an automatic door opener.			
12	Fire Department Station 1	H. Signage	B. Raised characters not provided on sign D. Braille not provided on sign G. Sign not located on the latch side of the door	Shift Commander's Office	1	N/A	Priority 2	Navigational Issue	Provide text with raised characters duplicated in braille on sign. Locate sign at permanent rooms alongside the door on the latch side.			
13	Fire Department Station 1	J. Service Counter	B. Counter > 36" high	Reception/ Chief's Secretary	1	N/A	Priority 3	Additional Access	Provide a counter that is 36" max. above the ground or finished floor.			
14	Fire Department Station 1	A. Overall Access	A. Not on an accessible route	Apparatus Room	LL	N/A	Priority 1	Program Access	There is no accessible route (only stairs) between the apparatus room and the toilet rooms. It may be technically infeasible to create an accessible route.			
15	Fire Department Station 1	B. Lavatory	B. Toe or knee clearances not provided E. Plumbing underneath is exposed G. Dispensers not within reach range	Women's Toilet Room	1	N/A	Priority 1	Program Access	Provide at least one lavatory with knee and toe clearance positioned for a forward approach. Insulate or otherwise configure pipes to prevent contact at the lavatory. Lower the paper towel dispenser to 42" max. above the floor.			
16	Fire Department Station 1	B. Lavatory	B. Toe or knee clearances not provided E. Plumbing underneath is exposed G. Dispensers not within reach range	Men's Toilet Room	1	N/A	Priority 1	Program Access	Provide at least one lavatory with knee and toe clearance positioned for a forward approach. Insulate or otherwise configure pipes to prevent contact at the lavatory. Lower the paper towel dispenser to 42" max. above the floor.			
17	Fire Department Station 1	C. Single-User Toilet	B. Flush control not on open side	Women's Toilet Room	1	N/A	Priority 3	Additional Access	Relocate the flush control to the open side.			
18	Fire Department Station 1	C. Single-User Toilet	O. Hook located > 48" high	Women's Toilet Room	1	N/A	Priority 3	Additional Access	Locate hook no higher than 48" above the finished floor.			

Information Provided by Institute for Human Centered Design										Status of Barrier Removal		
ID	Facility Name	Element	Issue/Physical Barrier	Location	Floor	Room	Town Priority	Priority for Barrier Removal	Remedies	Barrier Removal Complete (Y/N)	Completion Date (Month/Year)	Completion Date (Fiscal Year)
19	Fire Department Station 1	A. Drinking Fountains	H. No drinking fountain provided for standing users	Corridor by Toilet Rooms	1	N/A	Priority 1	Program Access	Install a Hi-Lo drinking fountain.			
20	Fire Department Station 1	N/A	A. Signage is not provided	Conference Room	1	N/A	Priority 4	Enhanced Usability	Recommend providing designation signage with raised characters and braille at all permanent rooms where signage is not provided.			
21	Fire Department Station 1	N/A	A. Signage is not provided	Reception/ Chief's Secretary	1	N/A	Priority 4	Enhanced Usability	Recommend providing designation signage with raised characters and braille at all permanent rooms where signage is not provided.			
1	Fire Department Station 2	N/A	N/A	Main Entrance	Exterior	N/A	Priority 4	Enhanced Usability	Recommend providing signage with contact information regarding the fire department and the location of services that is open to the public on a sign that is located on an accessible route.			
2	Fire Department Station 2	N/A	N/A	Main Entrance	Exterior	N/A			If the Town of Sudbury is planning to open this facility to the public in the future, the 3-inch change in level at the entrance will need to be renovated.			
1	Fire Department Station 3	A. Exterior Access Route	J. Level changes > 1/4"	Main Entrance Walkway	Exterior	N/A	Priority 1	Program Access	Alter change in level to be 1/4" high max. (See ID #2 for cost.)	in process	summer 2023	summer 2023
2	Fire Department Station 3	G. Entrance	O. Threshold > 1/2" high Q. Hardware not operable with a closed fist	Main Entrance	Exterior	N/A	Priority 1	Program Access	Alter threshold to be 1/2" high max. Provide hardware that can be operable with one hand and not require tight grasping, pinching, or twisting of the wrist. (Cost estimate is for compliant hardware and providing a level (2% slope max.) concrete 60" wide by 60" deep area at the door and a sloped walkway (max. slope of 8.33%) to the landing.)	in process	summer 2023	summer 2023
3	Fire Department Station 3	H. Emergency Exit	B. Tactile sign not provided at exit D. Illuminated Int. Symbol of Acc. not provided (MAAB)	Main Entrance	1	N/A	Priority 2	Navigational Issue	Provide tactile exit signs with raised characters and braille at exit doors. Mount signs between 48" - 60" above the finished floor located on the latch side of the door. Provide an illuminated sign with the International Symbol of Accessibility.	Y	7/17/2023	FY24
4	Fire Department Station 3	H. Emergency Exit	G. Maneuvering clearance(s) not provided L. Mat not securely attached	Main Entrance	1	N/A	Priority 3	Additional Access	Provide an automatic door opener. Secure the mat.			
1	Flynn Building	C. Off-Street Parking Lot or Garage	O. Sign does not have the designation "Van Accessible"	Accessible Parking Spots	Exterior	N/A	Priority 1	Program Access	Add the designation "Van Accessible" to one of the two accessible parking spaces by the building entrance.			
2	Flynn Building	G. Entrance	B. Entrance not on an accessible route C. Directional sign to accessible entrance not provided	Inaccessible Entrance at South Stair	G	N/A	Priority 1	Program Access	Provide a directional sign indicating the location of the nearest accessible entrance.			
3	Flynn Building	G. Entrance	D. International Symbol of Accessibility not provided	Accessible Entrance at North Stair	G	N/A	Priority 1	Program Access	Provide a sign with the International Symbol of Accessibility (ISA).			
4	Flynn Building	G. Entrance	M. Mat not securely attached	Accessible Entrance at North	G	N/A	Priority 1	Program Access	Secure the mat.	Y	9/22/2022	FY23
5	Flynn Building	H. Emergency Exit	B. Tactile sign not provided at exit	South Stair Exit	G	N/A	Priority 2	Navigational Issue	Provide tactile exit signs with raised characters and braille at exit doors. Mount signs between 48" - 60" above the finished floor located on the latch side of the door.	Parts on order		

Information Provided by Institute for Human Centered Design										Status of Barrier Removal		
ID	Facility Name	Element	Issue/Physical Barrier	Location	Floor	Room	Town Priority	Priority for Barrier Removal	Remedies	Barrier Removal Complete (Y/N)	Completion Date (Month/Year)	Completion Date (Fiscal Year)
6	Flynn Building	H. Emergency Exit	B. Tactile sign not provided at exit D. Illuminated Int. Symbol of Acc. not provided (MAAB)	North Stair (Accessible) Exit	G	N/A	Priority 2	Navigational Issue	Provide tactile exit signs with raised characters and braille at exit doors. Mount signs between 48" - 60" above the finished floor located on the latch side of the door. Provide an illuminated sign with the International Symbol of Accessibility.	Y	7/17/2023	FY24
7	Flynn Building	B. Interior Access Route	B. Obstructed by protruding objects	Corridor	1	N/A	Priority 3	Additional Access	Relocate red box out of the circulation path.	Y	9/22/2022	FY23
8	Flynn Building	B. Interior Access Route	B. Obstructed by protruding objects	Men's Toilet Room	1	N/A	Priority 3	Additional Access	Relocate paper towel dispenser out of the circulation route and the door maneuvering clearance.	Y	9/22/2022	FY23
9	Flynn Building	B. Interior Access Route	F. Surface not stable, firm, and slip-resistant	Treasurer/ Tax Collector and Accounting	1	N/A	Priority 3	Additional Access	Secure mat.	Y	9/22/2022	FY23
10	Flynn Building	B. Interior Access Route	F. Surface not stable, firm, and slip-resistant	Selectmen's/Town Manager Office Counter	2	N/A	Priority 3	Additional Access	Secure the mat.	Y	1/23/2023	FY23
11	Flynn Building	C. Doors, Doorways, & Gates	A. Clear width at door < 32"	Information Systems	1	N/A	Priority 3	Additional Access	Install offset hinges to ensure that the door has a clear width of 32 inches.			
12	Flynn Building	C. Doors, Doorways, & Gates	A. Clear width at door < 32" L. Hardware not operable with a closed fist	Single-User Toilet Room	2	N/A	Priority 3	Additional Access	Widen the door so that there is 32" min. clear width. Provide hardware that can be operable with one hand and not require tight grasping, pinching, or twisting of the wrist. (Cost is included in Toilet Room record, ID # 55.)			
13	Flynn Building	C. Doors, Doorways, & Gates	C. Maneuvering clearance(s) not provided	Women's Toilet Room	1	N/A	Priority 3	Additional Access	Provide an automatic door opener.			
14	Flynn Building	C. Doors, Doorways, & Gates	C. Maneuvering clearance(s) not provided	Human Resources (West Office) Path to Human Resources & Assistant Town Manager	2	N/A	Priority 3	Additional Access	Relocate file cabinet to provide 60" deep of maneuvering clearance at door.	Y	1/23/2023	FY23
15	Flynn Building	C. Doors, Doorways, & Gates	C. Maneuvering clearance(s) not provided L. Hardware not operable with a closed fist M. Door requires > 5 lbs. of force to open	Access to Selectmen's and Town Manager's Office	2	N/A	Priority 3	Additional Access	Relocate furniture out of the required 18" maneuvering clearance on the latch side of the door. Provide hardware that can be operable with one hand and not require tight grasping, pinching, or twisting of the wrist. Adjust closers so doors do not require more than 5 pounds of force to open.	Y	1/23/2023	FY23
16	Flynn Building	C. Doors, Doorways, & Gates	L. Hardware not operable with a closed fist	Women's Toilet Room	1	N/A	Priority 1	Program Access	Provide hardware that can be operable with one hand and not require tight grasping, pinching, or twisting of the wrist.			
17	Flynn Building	C. Doors, Doorways, & Gates	L. Hardware not operable with a closed fist	Assessors Office	1	N/A	Priority 1	Program Access	Provide hardware that can be operable with one hand and not require tight grasping, pinching, or twisting of the wrist.			
18	Flynn Building	C. Doors, Doorways, & Gates	L. Hardware not operable with a closed fist	Information Systems	1	N/A	Priority 1	Program Access	Provide hardware that can be operable with one hand and not require tight grasping, pinching, or twisting of the wrist.			
19	Flynn Building	C. Doors, Doorways, & Gates	L. Hardware not operable with a closed fist	Small Meeting Room/ Thompson Conference Room	2	N/A	Priority 1	Program Access	Provide hardware that can be operable with one hand and not require tight grasping, pinching, or twisting of the wrist.			
20	Flynn Building	C. Doors, Doorways, & Gates	L. Hardware not operable with a closed fist	Selectmen, Town Manager, Town Counsel and Notary Office	2	N/A	Priority 1	Program Access	Provide hardware that can be operable with one hand and not require tight grasping, pinching, or twisting of the wrist.			
21	Flynn Building	C. Doors, Doorways, & Gates	L. Hardware not operable with a closed fist	Large Meeting Room	2	N/A	Priority 1	Program Access	Provide hardware that can be operable with one hand and not require tight grasping, pinching, or twisting of the wrist.			
22	Flynn Building	C. Doors, Doorways, & Gates	L. Hardware not operable with a closed fist	Human Resources and Assistant Town Manager Entrance	2	N/A	Priority 1	Program Access	Provide hardware that can be operable with one hand and not require tight grasping, pinching, or twisting of the wrist.			
23	Flynn Building	C. Doors, Doorways, & Gates	L. Hardware not operable with a closed fist	Human Resources (West Office)	2	N/A	Priority 1	Program Access	Provide hardware that can be operable with one hand and not require tight grasping, pinching, or twisting of the wrist.			

Information Provided by Institute for Human Centered Design										Status of Barrier Removal		
ID	Facility Name	Element	Issue/Physical Barrier	Location	Floor	Room	Town Priority	Priority for Barrier Removal	Remedies	Barrier Removal Complete (Y/N)	Completion Date (Month/Year)	Completion Date (Fiscal Year)
24	Flynn Building	C. Doors, Doorways, & Gates	L. Hardware not operable with a closed fist	Human Resources (East Office)	2	N/A	Priority 1	Program Access	Provide hardware that can be operable with one hand and not require tight grasping, pinching, or twisting of the wrist.			
25	Flynn Building	C. Doors, Doorways, & Gates	L. Hardware not operable with a closed fist	Assistant Town Manager	2	N/A	Priority 1	Program Access	Provide hardware that can be operable with one hand and not require tight grasping, pinching, or twisting of the wrist.			
26	Flynn Building	C. Doors, Doorways, & Gates	L. Hardware not operable with a closed fist	Planning & Community Development	2	N/A	Priority 1	Program Access	Provide hardware that can be operable with one hand and not require tight grasping, pinching, or twisting of the wrist.			
27	Flynn Building	C. Doors, Doorways, & Gates	L. Hardware not operable with a closed fist	Community Housing Coordinator	2	N/A	Priority 1	Program Access	Provide hardware that can be operable with one hand and not require tight grasping, pinching, or twisting of the wrist.			
28	Flynn Building	C. Doors, Doorways, & Gates	L. Hardware not operable with a closed fist	Credit Union	2	N/A	Priority 1	Program Access	Provide hardware that can be operable with one hand and not require tight grasping, pinching, or twisting of the wrist.			
29	Flynn Building	C. Doors, Doorways, & Gates	L. Hardware not operable with a closed fist M. Door requires > 5 lbs. of force to open	Men's Toilet Room	1	N/A	Priority 1	Program Access	Provide hardware that can be operable with one hand and not require tight grasping, pinching, or twisting of the wrist. Adjust closers so doors do not require more than 5 pounds of force to open.	Y	1/23/2023	FY23
30	Flynn Building	C. Doors, Doorways, & Gates	M. Door requires > 5 lbs. of force to open	First Floor Entrance on North Side	1	N/A	Priority 3	Additional Access	Adjust closers so doors do not require more than 5 pounds of force to open.	Y	1/23/2023	FY23
31	Flynn Building	G. Elevator	P. Audible car position indicators not provided	Elevator		N/A	Priority 3	Additional Access	Install audible car position indicators.			
32	Flynn Building	H. Signage	A. Signage is not provided B. Raised characters not provided on sign D. Braille not provided on sign	North Stair by Assessors Office	1	N/A	Priority 1	Program Access	Locate compliant signage alongside the door on the latch side. Provide text with raised characters duplicated in braille on sign.			
33	Flynn Building	H. Signage	A. Signage is not provided B. Raised characters not provided on sign D. Braille not provided on sign	South Stair Exit	1	N/A	Priority 1	Program Access	Locate compliant signage alongside the door on the latch side. Provide text with raised characters duplicated in braille on sign.			
34	Flynn Building	H. Signage	A. Signage is not provided B. Raised characters not provided on sign D. Braille not provided on sign	South Stair	2	N/A	Priority 1	Program Access	Locate compliant signage alongside the door on the latch side. Provide text with raised characters duplicated in braille on sign.			
35	Flynn Building	H. Signage	A. Signage is not provided B. Raised characters not provided on sign D. Braille not provided on sign	North Stair	2	N/A	Priority 1	Program Access	Locate compliant signage alongside the door on the latch side. Provide text with raised characters duplicated in braille on sign.			
36	Flynn Building	H. Signage	B. Raised characters not provided on sign D. Braille not provided on sign	Small Meeting Room/ Thompson Conference Room	2	N/A	Priority 2	Navigational Issue	Provide text with raised characters duplicated in braille on sign.			
37	Flynn Building	H. Signage	B. Raised characters not provided on sign D. Braille not provided on sign	Town Counsel	2	N/A	Priority 2	Navigational Issue	Provide text with raised characters duplicated in braille on sign.			
38	Flynn Building	H. Signage	B. Raised characters not provided on sign D. Braille not provided on sign	Large Meeting Room	2	N/A	Priority 2	Navigational Issue	Provide text with raised characters duplicated in braille on sign.			
39	Flynn Building	H. Signage	B. Raised characters not provided on sign D. Braille not provided on sign	Credit Union	2	N/A	Priority 2	Navigational Issue	Provide text with raised characters duplicated in braille on sign.			
40	Flynn Building	H. Signage	G. Sign not located on the latch side of the door	Entrance to Assessors	1	N/A	Priority 2	Navigational Issue	Locate sign at permanent rooms alongside the door on the latch side.			
41	Flynn Building	H. Signage	G. Sign not located on the latch side of the door	Information Systems	1	N/A	Priority 2	Navigational Issue	Locate sign at permanent rooms alongside the door on the latch side.	Y	1/23/2023	FY23
42	Flynn Building	H. Signage	G. Sign not located on the latch side of the door	Single-User Toilet Room	2	N/A	Priority 2	Navigational Issue	Locate sign at permanent rooms alongside the door on the latch side.	Y	1/23/2023	FY23
43	Flynn Building	H. Signage	H. Non glare finish and contrast not provided on sign	North and South Entrances	Exterior	N/A	Priority 2	Navigational Issue	Install a sign with a non-glare finish with characters that have a high contrast to the background.			

Information Provided by Institute for Human Centered Design										Status of Barrier Removal		
ID	Facility Name	Element	Issue/Physical Barrier	Location	Floor	Room	Town Priority	Priority for Barrier Removal	Remedies	Barrier Removal Complete (Y/N)	Completion Date (Month/Year)	Completion Date (Fiscal Year)
44	Flynn Building	H. Signage	Z. Clear floor space not provided at sign	Selectmen, Town Manager, Town Counsel and Notary Office	2	N/A	Priority 2	Navigational Issue	Relocate furniture so that there is a clear floor space of 18" min. by 18" min. centered on the tactile characters at the tactile sign.	Y	2/23/2023	FY23
45	Flynn Building	J. Service Counter	B. Counter > 36" high	Assessors Office	1	N/A	Priority 3	Additional Access	Provide a counter that is 36" max. above the ground or finished floor.	in process	summer 2023	summer 2023
46	Flynn Building	J. Service Counter	B. Counter > 36" high	Treasurer/ Tax Collector and Accounting	1	N/A	Priority 3	Additional Access	Provide a counter that is 36" max. above the ground or finished floor.	in process	summer 2023	summer 2023
47	Flynn Building	K. Operable Parts	C. Reach < 15" or > 48"(forward/side approach)	First Aid Kit by Women's Toilet Room	1	N/A	Priority 3	Additional Access	Relocate first aid kit so that controls are between no higher than 48" max. above the finished floor.	Y	1/23/2023	FY23
48	Flynn Building	K. Operable Parts	C. Reach < 15" or > 48"(forward/side approach)	Small Meeting Room/ Thompson Conference Room	2	N/A	Priority 3	Additional Access	Provide a coat hook at 48" max. above the finished floor.	Y	2/23/2023	FY23
49	Flynn Building	K. Operable Parts	C. Reach < 15" or > 48"(forward/side approach)	Planning & Community Development	2	N/A	Priority 3	Additional Access	Provide one coat hook no higher than 48" max. above the finished floor.	Y	2/23/2023	FY23
50	Flynn Building	M. Dining or Work Surfaces	C. Knee or toe clearance not provided	Corridor by Elevator	1	N/A	Priority 1	Program Access	Provide at least 1 work surface with 27" min. knee and toe clearance.	Y	2/23/2023	FY23
51	Flynn Building	M. Dining or Work Surfaces	C. Knee or toe clearance not provided	Corridor by Treasurer/ Tax Collector and Accounting	1	N/A	Priority 1	Program Access	Provide at least 1 work surface with 27" min. knee and toe clearance.	Y	1/23/2023	FY23
52	Flynn Building	M. Dining or Work Surfaces	C. Knee or toe clearance not provided	Selectmen's Office	2	N/A	Priority 1	Program Access	Provide at least 1 work surface with toe clearance.			
53	Flynn Building	M. Dining or Work Surfaces	C. Knee or toe clearance not provided	Town Manager's Office	2	N/A	Priority 1	Program Access	Provide at least 1 work surface with 27" min. knee and toe clearance.			
54	Flynn Building	N. Assembly Area	P. Assistive listening devices not provided	Large Meeting Room	2	N/A	Priority 1	Program Access	If audible communication is integral to the use of the space, provide an assistive listening system.			
55	Flynn Building	A. Overall Access	B. Turning space not provided C. Accessible plumbing fixtures or stalls not provided Z. Grab bars not provided	Single-User Toilet Room	2	N/A	Priority 1	Program Access	Renovate and enlarge toilet room or add an accessible single-user toilet room on this floor.			
56	Flynn Building	D. Toilet Compartment	D. Door has malfunctioning self-closing hinge	Women's Toilet Room	1	N/A	Priority 3	Additional Access	Repair hinge.			
57	Flynn Building	D. Toilet Compartment	H. Side grab bar < 42" long Q. Clearance at toilet < 72" clear depth (MAAB) Z. Toilet lacks 42" min. clear in front of toilet (MAAB)	Men's Toilet Room	1	N/A	Priority 3	Additional Access	Provide a side wall grab bar that is 42" long min. located 12" max. from the rear wall. Toilet compartment size complies with ADA but not 521 CMR (MAAB). If a variance was not sought during the time of construction, relocate toilet to adjacent wall to ensure that there is 72" min. deep at toilet and 42" min. clear in front of the toilet. (Cost is for grab bar only.)			
58	Flynn Building	D. Toilet Compartment	T. Centerline < or > 18" (MAAB)	Women's Toilet Room	1	N/A	Priority 3	Additional Access	Relocate toilet so the centerline is 18" from the side wall.			
59	Flynn Building	N/A	N/A	Elevator		N/A			Elevator panel signage is clear and well done.			
60	Flynn Building	N/A	N/A	Entrance to Women's Toilet Room	1	N/A	Priority 4	Enhanced Usability	Recommend providing additional lighting in the men's and women's toilet room vestibules.			
61	Flynn Building	N/A	N/A	Assistant Town Manager	2	N/A	Priority 4	Enhanced Usability	Recommend providing signage with raised characters and braille at rooms where signage is not provided.			
62	Flynn Building	N/A	N/A	Accessible Entrance Walkway	Exterior	N/A	Priority 4	Enhanced Usability	Recommend providing edge protection on the side of the sloped walkway.			
63	Flynn Building	N/A	N/A	Accessible Entrance Stairs	Exterior	N/A	Priority 4	Enhanced Usability	Recommend providing handrails at exterior stairs.			
64	Flynn Building	N/A	N/A	Elevator	G	N/A			It is encouraging to see directional signs with raised characters and braille.			
1	Goodnow Library	A. Exterior Access Route	E. Obstructed by protruding objects	Main Entrance Walkway	Exterior	N/A	Priority 1	Program Access	Provide cane-detectable stanchions with a lower stanchion belt that is cane-detectable, located lower than 27" above the ground. (Cost estimate for 10 stanchions.)			

Information Provided by Institute for Human Centered Design										Status of Barrier Removal		
ID	Facility Name	Element	Issue/Physical Barrier	Location	Floor	Room	Town Priority	Priority for Barrier Removal	Remedies	Barrier Removal Complete (Y/N)	Completion Date (Month/Year)	Completion Date (Fiscal Year)
2	Goodnow Library	A. Exterior Access Route	N. Accessible route not provided	Main Entrance Bike Rack	Exterior	N/A	Priority 1	Program Access	Ensure an accessible route is provided. (Cost estimate for a 6' long, 4' wide asphalt route.)	in process	7/12/2023	FY24
3	Goodnow Library	B. Curb Ramp	A. Curb ramp not provided	Front of Building	Exterior	N/A	Priority 1	Program Access	Provide a curb ramp at intersection. (Cost estimate for a concrete curb ramp.)			
4	Goodnow Library	C. Off-Street Parking Lot or Garage	E. Van space < 132" or <96" wide	Parking - Side Aisle	Exterior	N/A	Priority 1	Program Access	Space with van accessible signage is not large enough to be a van accessible parking space. Relocate sign to accessible parking space in center aisle with the 81" wide access aisle.			
5	Goodnow Library	C. Off-Street Parking Lot or Garage	N. Sign not provided P. Sign bottom < 60" above finished grade	Parking - Center Aisle	Exterior	N/A	Priority 1	Program Access	Provide two additional accessible parking signs with the bottom of the sign 60" min. above the ground and the top 96" max. above the ground. Relocate existing two signs so that the bottom of the sign is 60" min. above the ground.			
6	Goodnow Library	G. Entrance	M. Mat not securely attached	Main Entrance	1	N/A	Priority 1	Program Access	Secure the mat.			
7	Goodnow Library	H. Emergency Exit	B. Tactile sign not provided at exit C. Directional sign to accessible emergency exit not provided	Egress Door 2 on Northeast Side	1	N/A	Priority 2	Navigational Issue	Provide tactile exit signs with raised characters and braille at exit doors. Mount signs between 48" - 60" above the finished floor located on the latch side of the door. Provide a directional sign indicating the location of the nearest accessible emergency exit.			
8	Goodnow Library	H. Emergency Exit	B. Tactile sign not provided at exit C. Directional sign to accessible emergency exit not provided	Stairs by Children's Reading Room	1	N/A	Priority 2	Navigational Issue	Provide tactile exit signs with raised characters and braille at exit doors. Mount signs between 48" - 60" above the finished floor located on the latch side of the door. Provide a directional sign indicating the location of the nearest accessible emergency exit.	Parts on order		
9	Goodnow Library	H. Emergency Exit	B. Tactile sign not provided at exit D. Illuminated Int. Symbol of Acc. not provided (MAAB)	Main Entrance	1	N/A	Priority 2	Navigational Issue	Provide tactile exit signs with raised characters and braille at exit doors. Mount signs between 48" - 60" above the finished floor located on the latch side of the door. Provide an illuminated sign with the International Symbol of Accessibility.	Y	7/17/2023	FY24
10	Goodnow Library	H. Emergency Exit	L. Mat not securely attached	Reading Court	1	N/A	Priority 3	Additional Access	Secure the mat.	Parts on order		
11	Goodnow Library	B. Interior Access Route	B. Obstructed by protruding objects	Main Library Entrance Gallery	1	N/A	Priority 3	Additional Access	Relocate the defibrillator out of the circulation path.			
12	Goodnow Library	B. Interior Access Route	B. Obstructed by protruding objects	Main Library Entrance Gallery	1	N/A	Priority 3	Additional Access	Relocate the defibrillator out of the circulation path.			
13	Goodnow Library	B. Interior Access Route	F. Surface not stable, firm, and slip-resistant	Children's Reading Room	1	N/A	Priority 3	Additional Access	Secure the mat.			
14	Goodnow Library	C. Doors, Doorways, & Gates	D. Maneuvering clearance not provided at recess > 6"	Conference Room	2	N/A	Priority 3	Additional Access	Install an automatic door opener.			
15	Goodnow Library	H. Signage	B. Raised characters not provided on sign D. Braille not provided on sign	Children's Library Entrance	1	N/A	Priority 2	Navigational Issue	Provide text with raised characters duplicated in braille on sign. Ensure that a clear floor space of 18" by 18" is centered on the tactile characters.			
16	Goodnow Library	H. Signage	B. Raised characters not provided on sign D. Braille not provided on sign	Children's Reading Room	1	N/A	Priority 2	Navigational Issue	Provide text with raised characters duplicated in braille on sign.			
17	Goodnow Library	H. Signage	G. Sign not located on the latch side of the door	Egress to Stairs Near Restrooms	1	N/A	Priority 2	Navigational Issue	Locate sign at permanent rooms alongside the door on the latch side.			
18	Goodnow Library	H. Signage	Z. Signage lacks clear floor space	Quiet Study Rooms	2	N/A	Priority 2	Navigational Issue	Relocate the table to ensure that a clear floor space of 18" by 18" is centered on the tactile characters.			
19	Goodnow Library	K. Operable Parts	C. Reach < 15" or > 48" (forward/side approach)	Main Entrance Door Bell	1	N/A	Priority 3	Additional Access	Relocate door bell at 48" max. above the ground.			



Information Provided by Institute for Human Centered Design										Status of Barrier Removal		
ID	Facility Name	Element	Issue/Physical Barrier	Location	Floor	Room	Town Priority	Priority for Barrier Removal	Remedies	Barrier Removal Complete (Y/N)	Completion Date (Month/Year)	Completion Date (Fiscal Year)
20	Goodnow Library	K. Operable Parts	C. Reach < 15" or > 48" (forward/side approach)	Main Entrance to Community Meeting Room	1	N/A	Priority 3	Additional Access	Ensure that one of each type of form is available no higher than 48" above the finished floor.			
21	Goodnow Library	K. Operable Parts	C. Reach < 15" or > 48" (forward/side approach)	Community Meeting Room	1	N/A	Priority 3	Additional Access	Provide a clothing rack that is located no higher than 48" above the finished floor.			
22	Goodnow Library	K. Operable Parts	C. Reach < 15" or > 48" (forward/side approach)	Children's Reading Room	1	N/A	Priority 3	Additional Access	Relocate one hook to be 48" max. above the finished floor.			
23	Goodnow Library	K. Operable Parts	C. Reach < 15" or > 48" (forward/side approach)	Conference Room	2	N/A	Priority 3	Additional Access	Provide a clothing rack that is located no higher than 48" above the finished floor.			
24	Goodnow Library	K. Operable Parts	C. Reach < 15" or > 48" (forward/side approach)	Main Entrance Ballot Box	Exterior	N/A	Priority 3	Additional Access	As the ballot box is out of reach range, ensure there are policies in place to assist voters with disabilities.			
25	Goodnow Library	L. Children's Reach Ranges	A. 30" x 48" clear space not provided C. Reach < 20" or > 36" (Ages 3 - 4) D. Reach < 18" or > 40" (Ages 5 - 8) E. Reach < 16" or > 44" (Ages 9 - 12)	Children's Library Seating Area	1	N/A	Priority 3	Additional Access	Provide a 30" min. by 48" min. clear floor space at coat hook. Relocate bin. If used by children 3-4 years old, locate one hook 36" max. above the finished floor. If used by children 5-8 years old, locate one hook 40" max. above the finished floor. If used by children 9-12 years old, locate one hook 44" max. above the finished floor.			
26	Goodnow Library	L. Children's Reach Ranges	A. 30" x 48" clear space not provided C. Reach < 20" or > 36" (Ages 3 - 4) D. Reach < 18" or > 40" (Ages 5 - 8) E. Reach < 16" or > 44" (Ages 9 - 12)	Children's Library Near Program Room Storytelling	1	N/A	Priority 3	Additional Access	Locate one hook with a 30" by 48" clear floor space. If used by children 3-4 years old, locate one hook 36" max. above the finished floor. If used by children 5-8 years old, locate one hook 40" max. above the finished floor. If used by children 9-12 years old, locate one hook 44" max. above the finished floor.			
27	Goodnow Library	M. Dining or Work Surfaces	B. At least one or 5% accessible tables not provided C. Knee or toe clearance not provided	Reading Area - Front of Building	2	N/A	Priority 1	Program Access	Provide at least 1 work surface with 27" min. knee and toe clearance.			
28	Goodnow Library	M. Dining or Work Surfaces	B. At least one or 5% accessible tables not provided C. Knee or toe clearance not provided D. Top of dining/work surface < 28" or > 34"	Sara Sherman Now Lab	2	N/A	Priority 1	Program Access	Provide at least one work surface with top between 28"- 34" above the floor and 27" clear height underneath.			
29	Goodnow Library	M. Dining or Work Surfaces	C. Knee or toe clearance not provided	Main Library Near Children's Library Entrance (New Books)	1	N/A	Priority 1	Program Access	Table lacks toe clearance. Provide at least work surface with toe clearance in this area.			
30	Goodnow Library	M. Dining or Work Surfaces	C. Knee or toe clearance not provided	Desktop Near Shelves	2	N/A	Priority 1	Program Access	Provide at least 1 work surface with 27" min. knee and toe clearance.			
31	Goodnow Library	M. Dining or Work Surfaces	D. Top of dining/work surface < 28" or > 34"	Main Library New Book Area Near Open Stair		N/A	Priority 3	Additional Access	Provide at least one work surface in this area with the top between 28"- 34" above the floor and 27" clear height			
32	Goodnow Library	M. Dining or Work Surfaces	D. Top of dining/work surface < 28" or > 34"	Computer Near Large Print Books - Main Library	1	N/A	Priority 3	Additional Access	Provide at least work surface with top between 28"- 34" above the floor and 27" clear height underneath.			
33	Goodnow Library	S. Picnic Tables	C. At least 5% accessible spaces not provided F. 30" clear width not provided G. Toe or knee clearance at tables not provided	Reading Court	Exterior	N/A	Priority 1	Program Access	Provide at least 1 accessible dining surface with a 30" wide by 48" deep clear floor space. Ensure the surface has the required toe and knee clearance.			
34	Goodnow Library	B. Lavatory	F. Mirror above lavatory w/reflective surface > 40"	All-Gender Toilet Room East of Drinking Fountain	2	N/A	Priority 3	Additional Access	Lower mirror so that the bottom surface is at 40" max. above the finished floor.			
35	Goodnow Library	C. Single-User Toilet	O. Hook located > 48" high	All-Gender Toilet Room - Children's Library	1	N/A	Priority 3	Additional Access	Locate hook no higher than 48" above the finished floor.			
36	Goodnow Library	C. Single-User Toilet	O. Hook located > 48" high	All-Gender Toilet Room East of Drinking Fountain	2	N/A	Priority 3	Additional Access	Locate hook no higher than 48" above the finished floor.			

Information Provided by Institute for Human Centered Design										Status of Barrier Removal		
ID	Facility Name	Element	Issue/Physical Barrier	Location	Floor	Room	Town Priority	Priority for Barrier Removal	Remedies	Barrier Removal Complete (Y/N)	Completion Date (Month/Year)	Completion Date (Fiscal Year)
37	Goodnow Library	D. Toilet Compartment	D. Door has malfunctioning self-closing hinge R. Coat hook > 48"	Women's Toilet Room	1	N/A	Priority 3	Additional Access	Repair hinge. Lower coat hook so that it is no higher than 48".			
38	Goodnow Library	D. Toilet Compartment	D. Door has malfunctioning self-closing hinge R. Coat hook > 48"	Men's Toilet Room	1	N/A	Priority 3	Additional Access	Repair hinge. Lower coat hook so that it is no higher than 48".			
39	Goodnow Library	E. Urinal	C. Flush control too high or not properly located	Men's Toilet Room	1	N/A	Priority 3	Additional Access	Mount flush control at 44" max. above the finished floor.			
40	Goodnow Library	F. Dispensers	A. Controls > 42" high	Women's Toilet Room	1	N/A	Priority 3	Additional Access	Relocate the paper towel dispenser so the operable part is 42" max. above the finished floor.			
41	Goodnow Library	F. Dispensers	A. Controls > 42" high	Men's Toilet Room	1	N/A	Priority 3	Additional Access	Relocate the paper towel dispenser so the operable part is 42" max. above the finished floor.			
42	Goodnow Library	F. Dispensers	A. Controls > 42" high	All-Gender Toilet Room East of Drinking Fountain	2	N/A	Priority 3	Additional Access	Relocate paper towel dispenser so the operable part is 42" max. above the finished floor.			
43	Goodnow Library	C. Lavatory (Children)	A. Toe or knee clearances not provided F. Mirror above lavatory w/reflective surface > 31"	All-Gender Toilet Room - Children's Library	1	N/A	Priority 1	Program Access	Provide at least one lavatory with 25" min. knee clearance positioned for a forward approach. Ensure toe clearance is also provided.  Lower mirror so that the bottom surface is at 31" above finished floor.			
44	Goodnow Library	A. Drinking Fountains	H. No drinking fountain provided for standing users	Fountain Near Toilet Rooms	1	N/A	Priority 1	Program Access	Provide an additional drinking fountain for standing users.			
45	Goodnow Library	A. Drinking Fountains	H. No drinking fountain provided for standing users	Fountain Near Toilet Room in Children's Library	1	N/A	Priority 1	Program Access	Provide an additional drinking fountain for standing users.			
46	Goodnow Library	A. Drinking Fountains	K. Standing height fountain does not have cane protection	Fountain Near All-Gender Toilet Rooms	2	N/A	Priority 3	Additional Access	Provide a cane-detectable barrier skirt under the high unit.			
47	Goodnow Library	B. Sink	B. Toe and knee clearances not provided	Sara Sherman Now Lab	2	N/A	Priority 1	Program Access	Ensure there is a 27" knee clearance positioned for a forward approach. Brace sink and remove cabinet.			
48	Goodnow Library	N/A	N/A	Community Meeting Room	1	N/A			This is a good example of signage for an assistive listening system.			
49	Goodnow Library	N/A	N/A	Community Meeting Room	1	N/A	Priority 4	Enhanced Usability	Recommend providing an adjustable height podium.			
50	Goodnow Library	N/A	N/A	Egress to Stairs Near Restrooms	1	N/A	Priority 4	Enhanced Usability	Recommend providing contrast strips on stair treads.			
51	Goodnow Library	N/A	N/A	Children's Library Entrance	1	N/A	Priority 4	Enhanced Usability	Recommend providing a large visual sign at the entrance to the children's library.			
52	Goodnow Library	N/A	N/A	Stairs by Children's Reading Room	2	N/A	Priority 4	Enhanced Usability	Recommend providing contrast strips on stair treads.			
53	Goodnow Library	N/A	N/A	Conference Room	2	N/A	Priority 4	Enhanced Usability	Recommend providing a designation sign with raised characters and braille at the engineering conference room.			
54	Goodnow Library	N/A	N/A	Stair by Front of Library on Southeast Side	Exterior	N/A	Priority 4	Enhanced Usability	Recommend providing contrast strips on stair treads.			
1	Hosmer House	A. Exterior Access Route	G. Cross slope > 1:50 (2.00%)	Sidewalk East of House	Exterior	N/A	Priority 3	Additional Access	Reduce cross slope to be no steeper than 1:50 (2.00%). (Cost estimate for 30' long 4' wide asphalt route.)			
2	Hosmer House	A. Exterior Access Route	G. Cross slope > 1:50 (2.00%)	Sidewalk West of Town Hall (Toward Parking Lot)	Exterior	N/A	Priority 3	Additional Access	Reduce cross slope to be no steeper than 1:50 (2.00%). (Cost estimate for 10' long 4' wide asphalt route.)			

Information Provided by Institute for Human Centered Design										Status of Barrier Removal		
ID	Facility Name	Element	Issue/Physical Barrier	Location	Floor	Room	Town Priority	Priority for Barrier Removal	Remedies	Barrier Removal Complete (Y/N)	Completion Date (Month/Year)	Completion Date (Fiscal Year)
3	Hosmer House	A. Exterior Access Route	G. Cross slope > 1:50 (2.00%) M. Route not maintained in operable working condition	Garden Path Behind House	Exterior	N/A	Priority 3	Additional Access	Reduce cross slope to be no steeper than 1:50 (2.00%). Ensure the accessible route is maintained in operable working condition. (Cost estimate for 60' long by 4' wide brick paver walkway.)			
4	Hosmer House	A. Exterior Access Route	N. Accessible route not provided	Garden East of Garage	Exterior	N/A	Priority 1	Program Access	Ensure an accessible route is provided to the garden east of the garage and to one bench in this area. (Cost estimate for 6' long 4' wide brick paver walkway.)			
5	Hosmer House	G. Entrance	B. Entrance not on an accessible route	Main Entrance Hallway	1	N/A	Priority 1	Program Access	The temporary ramp to the main entrance is not compliant for a level change that is greater than 8.5 inches. On occasions when the house is open to the public, IHCD recommends renting an accessible metal portable ramp with compliant handrails and landings and a running slope no greater than 8.33 percent.			
6	Hosmer House	G. Entrance	B. Entrance not on an accessible route C. Directional sign to accessible entrance not provided E. Clear width at door is < 32"	General Store Entrance	Exterior	N/A	Priority 1	Program Access	Provide a directional sign indicating the location of the nearest accessible entrance. Alteration of the door width may not be feasible. Compliance with the requirements may threaten or destroy the historic significance of the building.			
7	Hosmer House	G. Entrance	Q. Hardware not operable with a closed fist	General Store Entrance	1	N/A	Priority 1	Program Access	Provide hardware that can be operable with one hand and not require tight grasping, pinching, or twisting of the wrist.			
8	Hosmer House	A. Means of Egress	B. Tactile exit sign not provided	Back Hallway Exit	1	N/A	Priority 1	Safety	Ensure tactile exit signs with raised characters and braille are provided at exit doors. Mount signs between 48"-60" above the finished floor located on the latch side of the door.			
9	Hosmer House	A. Means of Egress	B. Tactile exit sign not provided	General Store Exit to Concord Road	1	N/A	Priority 1	Safety	Ensure tactile exit signs with raised characters and braille are provided at exit doors. Mount signs between 48"-60" above the finished floor located on the latch side of the door.			
10	Hosmer House	B. Interior Access Route	A. Route < 36" wide	Dining Room	1	N/A	Priority 3	Additional Access	Ensure that a clear width of 36" min. is maintained at the accessible route. Route is allowed to narrow to 32" wide min. for 24" of depth.			
11	Hosmer House	B. Interior Access Route	A. Route < 36" wide	Dining Room	1	N/A	Priority 3	Additional Access	Ensure that a clear width of 36" min. is maintained at the accessible route. Route is allowed to narrow to 32" wide min. for 24" of depth.			
12	Hosmer House	B. Interior Access Route	A. Route < 36" wide	Dining Room - Route to Kitchen	1	N/A	Priority 3	Additional Access	Ensure that a clear width of 36" min. is maintained at the accessible route. Route is allowed to narrow to 32" wide min. for 24" of depth.			
13	Hosmer House	B. Interior Access Route	B. Obstructed by protruding objects	Doorway From Dining Room to Hallway	1	N/A	Priority 3	Additional Access	Provide a cane-detectable barrier underneath the overhead cabinet.			
14	Hosmer House	B. Interior Access Route	H. Accessible route not provided	Second Floor	2	N/A	Priority 1	Program Access	Provide a video of the rooms on the second floor or photographs to provide program accessibility.			

Information Provided by Institute for Human Centered Design										Status of Barrier Removal		
ID	Facility Name	Element	Issue/Physical Barrier	Location	Floor	Room	Town Priority	Priority for Barrier Removal	Remedies	Barrier Removal Complete (Y/N)	Completion Date (Month/Year)	Completion Date (Fiscal Year)
15	Hosmer House	C. Doors, Doorways, & Gates	A. Clear width at door < 32" K. Threshold > 1/2" high	Doorway From Living Room to Dining Room	1	N/A	Priority 3	Additional Access	Provide offset hinges at door to provide 32" min. clear width. The historic hinges of these doors could be retained in storage. Alteration to the threshold may not be feasible. Compliance with the requirements may threaten or destroy the historic significance of the building. Provide a video of the rooms or photographs to provide program accessibility.			
16	Hosmer House	C. Doors, Doorways, & Gates	H. Mat not securely attached	Doorway From Dining Room to Kitchen	1	N/A	Priority 3	Additional Access	Secure the mat.			
17	Hosmer House	C. Doors, Doorways, & Gates	K. Threshold > 1/2" high	Living Room	1	N/A	Priority 3	Additional Access	Alteration may not be feasible. Compliance with the requirements may threaten or destroy the historic significance of the building. Provide a video of the rooms or photographs to provide program accessibility.			
18	Hosmer House	C. Doors, Doorways, & Gates	L. Hardware not operable with a closed fist	Emergency Egress From Back Hallway	1	N/A	Priority 1	Program Access	Provide hardware that can be operable with one hand and not require tight grasping, pinching, or twisting of the wrist.			
19	Hosmer House	J. Service Counter	B. Counter > 36" high	General Store	1	N/A	Priority 3	Additional Access	Provide another table that is 36" max. above the ground or finished floor.			
20	Hosmer House	A. Overall Access	B. Turning space not provided C. Accessible plumbing fixtures or stalls not provided	Toilet Room	1	N/A	Priority 1	Program Access	As toilet room was renovated in 1983, an accessible toilet room would have been required at the time as part of 521 CMR unless a variance was sought at the time. Recommend providing an accessible toilet room on this level if a toilet room is provided to the public.			
21	Hosmer House	N/A	N/A	Garden Path Behind House and East of the Garage	1	N/A	Priority 4	Enhanced Usability	Recommend providing a level clear floor space of 36" wide min. by 48" deep min. alongside one bench in each garden so that a wheelchair user can sit alongside a person seated on the bench.			
22	Hosmer House	N/A	N/A	Living Room	1	N/A	Priority 4	Enhanced Usability	Recommend providing stanchions that stand out more from the background and are easier to see.			
23	Hosmer House	N/A	N/A	Garden Path Behind House	Exterior	N/A	Priority 4	Enhanced Usability	Recommend locating sign regarding the Victorian kitchen garden on an accessible route.			
24	Hosmer House	N/A	N/A	Stairs Outside of Back Hallway Exit	Exterior	N/A	Priority 4	Enhanced Usability	Stairs may be hazardous for users. Recommend renovating stairs.	Y	6/30/2023	FY23
25	Hosmer House	N/A	N/A	General Store Entrance	Exterior	N/A	Priority 4	Enhanced Usability	Recommend providing handrails on the stairs to the porch.			
26	Hosmer House	N/A	N/A	General Store Entrance Door Stairs	Exterior	N/A	Priority 4	Enhanced Usability	Risers and treads are different sizes. It may not be technically feasible to adjust risers or treads, however stairs may be hazardous for users. Recommend providing a railing on at least one side.			
27	Hosmer House	N/A	N/A	Driveway East of House	Exterior	N/A	Priority 4	Enhanced Usability	Recommend providing a drop off area in the driveway and allowing visitors who are not able to walk from one of the Town Hall parking lots to park in the driveway.			
28	Hosmer House	N/A	N/A	Lower Town Hall Parking Lot	Exterior	N/A	Priority 4	Enhanced Usability	Recommend providing a van accessible parking space in this lot as it is closer to the Hosmer House than the lot behind Town Hall.			

Information Provided by Institute for Human Centered Design										Status of Barrier Removal		
ID	Facility Name	Element	Issue/Physical Barrier	Location	Floor	Room	Town Priority	Priority for Barrier Removal	Remedies	Barrier Removal Complete (Y/N)	Completion Date (Month/Year)	Completion Date (Fiscal Year)
1	Loring Parsonage	C. Off-Street Parking Lot or Garage	A. Total # of parking B. Total # of designated accessible parking spaces C. Total # of designated van accessible spaces O. Sign does not have the designation "Van Accessible" E. Van space < 132" or <96" wide H. Access aisle not compliant	Parking Lot	Ext	N/A	Priority 1	Program Access	Provide at least one van accessible parking space for the facility. (Cost estimate includes "Van Accessible" sign and restriping.)			
2	Loring Parsonage	G. Entrance	M. Mat not securely attached	Lobby - Northeast Accessible Entrance	1	N/A	Priority 1	Program Access	Secure the mat.			
3	Loring Parsonage	H. Emergency Exit	B. Tactile sign not provided at exit C. Directional sign to accessible emergency exit not provided	Stairwell - Exit to East Side of Building	1	N/A	Priority 2	Navigational Issue	Provide tactile exit signs with raised characters and braille at exit doors. Mount signs between 48" - 60" above the finished floor located on the latch side of the door. Provide a directional sign indicating the location of the nearest accessible emergency exit.	Parts on order		
4	Loring Parsonage	H. Emergency Exit	B. Tactile sign not provided at exit C. Directional sign to accessible emergency exit not provided	Exhibit Space - Exit to West Side of Building	1	106	Priority 2	Navigational Issue	Provide tactile exit signs with raised characters and braille at exit doors. Mount signs between 48" - 60" above the finished floor located on the latch side of the door. Provide a directional sign indicating the location of the nearest accessible emergency exit.	Parts on order		
5	Loring Parsonage	H. Emergency Exit	B. Tactile sign not provided at exit D. Illuminated Int. Symbol of Acc. not provided (MAAB)	Vestibule - Northeast Accessible Entrance	1	N/A	Priority 2	Navigational Issue	Provide tactile exit signs with raised characters and braille at exit doors. Mount signs between 48" - 60" above the finished floor located on the latch side of the door. Provide an illuminated sign with the International Symbol of Accessibility.	Parts on order		
6	Loring Parsonage	B. Interior Access Route	B. Obstructed by protruding objects	Lobby - Northeast Door to Parking Lot	1	N/A	Priority 3	Additional Access	Provide a cane-detectable barrier under the cabinet.			
7	Loring Parsonage	B. Interior Access Route	L. Vertical clearance < 80" above finished floor	File Room - East Side of Building	2	N/A	Priority 3	Additional Access	Provide ADA compliant double belt stanchions on each side of the route where the ceiling is less than 80" above the finished floor. Ensure that the lower horizontal belt of the stanchion is 27 inches maximum above the floor. (Cost estimate for 4 stanchions.)			
8	Loring Parsonage	C. Doors, Doorways, & Gates	C. Maneuvering clearance(s) not provided	File Room to Research Room	2	N/A	Priority 3	Additional Access	Relocate storage to provide 18" clear on the latch side of the door and at sign.			
9	Loring Parsonage	C. Doors, Doorways, & Gates	K. Threshold > 1/2" high L. Hardware not operable with a closed fist	Exhibit Space - Southwest Side of Building	1	106	Priority 3	Additional Access	Alter the threshold to be 1/2" high max. Provide hardware that can be operable with one hand and not require tight grasping, pinching, or twisting of the wrist.			
10	Loring Parsonage	F. Platform Lift or LULA Elevator	G. Doors remain open < 20 seconds	Platform Lift, East Side of Building	1	N/A	Priority 3	Additional Access	Adjust door opening speed.	y	6/6/2023	FY23
11	Loring Parsonage	F. Platform Lift or LULA Elevator	G. Doors remain open < 20 seconds	Platform Lift, East Side of Building	2	N/A	Priority 3	Additional Access	Adjust door opening speed.	y	6/6/2023	FY23
12	Loring Parsonage	H. Signage	F. Visual characters < 40" above ground	Platform Lift, East Side of Building	2	N/A	Priority 2	Navigational Issue	Mount visual sign regarding fire precautions so that the baseline of the lowest character is 40" min. above the finished floor.			
13	Loring Parsonage	J. Service Counter	B. Counter > 36" high	Lobby - East Side of Building	1	N/A	Priority 3	Additional Access	Provide a counter that is 36" max. above the ground or finished floor.			
14	Loring Parsonage	C. Single-User Toilet	O. Hook located > 48" high	Toilet Room - North Side of Building	1	103	Priority 3	Additional Access	Locate hook no higher than 48" above the finished floor.			
15	Loring Parsonage	N/A	N/A	Platform Lift, East Side of Building	1	N/A	Priority 3	Additional Access	Relocate shelves to provide easier access to and clearance at lift controls.			
16	Loring Parsonage	N/A	N/A	Exhibit Space - North Side of Building	1	104	Priority 4	Enhanced Usability	Recommend providing signage with raised characters and braille at all permanent rooms including the door between Rooms 104 and 105.			

Information Provided by Institute for Human Centered Design										Status of Barrier Removal		
ID	Facility Name	Element	Issue/Physical Barrier	Location	Floor	Room	Town Priority	Priority for Barrier Removal	Remedies	Barrier Removal Complete (Y/N)	Completion Date (Month/Year)	Completion Date (Fiscal Year)
17	Loring Parsonage	N/A	N/A	Main Entrance - Route to Parking Lot	Ext	N/A	Priority 4	Enhanced Usability	Recommend providing edge protection along open sides of walkway.			
1	Parks and Grounds Building	G. Entrance	B. Entrance not on an accessible route E. Clear width at door is < 32" M. Mat not securely attached O. Threshold > 1/2" high Q. Hardware not operable with a closed fist	Entrance to Office on East	Exterior	N/A	Priority 1	Program Access	Provide a directional sign indicating the location of the nearest accessible entrance. Secure the mat. Provide hardware that can be operable with one hand and not require tight grasping, pinching, or twisting of the wrist.			
2	Parks and Grounds Building	G. Entrance	D. International Symbol of Accessibility not provided O. Threshold > 1/2" high	East Garage - Building Exit	Exterior	N/A	Priority 1	Program Access	Install a metal ramp to provide an accessible entry route to the building. After the entrance is made accessible, provide a sign with the International Symbol of Accessibility (ISA). (Cost is for a 7' perforated metal ramp with a 5' x 5' platform courtesy of Amramp and an exterior sign.)			
3	Parks and Grounds Building	H. Emergency Exit	B. Tactile sign not provided at exit C. Directional sign to accessible emergency exit not provided	Office Entrance From East Garage	1	N/A	Priority 2	Navigational Issue	Provide tactile exit signs with raised characters and braille at exit doors. Mount signs between 48" - 60" above the finished floor located on the latch side of the door. Provide a directional sign indicating the location of the nearest accessible emergency exit.	Parts on order		
4	Parks and Grounds Building	H. Emergency Exit	B. Tactile sign not provided at exit D. Illuminated Int. Symbol of Acc. not provided (MAAB)	East Garage - Building Exit	1	N/A	Priority 2	Navigational Issue	Provide tactile exit signs with raised characters and braille at exit doors. Mount signs between 48" - 60" above the finished floor located on the latch side of the door. After the entrance/exit door is brought into compliance, provide an illuminated sign with the International Symbol of Accessibility.	Parts on order		
5	Parks and Grounds Building	C. Doors, Doorways, & Gates	C. Maneuvering clearance(s) not provided H. Mat not securely attached L. Hardware not operable with a closed fist	East Garage - Building Exit	1	N/A	Priority 1	Program Access	Relocate the trash bin. Secure the mat. Provide hardware that can be operable with one hand and not require tight grasping, pinching, or twisting of the wrist.			
6	Parks and Grounds Building	C. Doors, Doorways, & Gates	L. Hardware not operable with a closed fist	Route to Center Garage From East Garage	1	N/A	Priority 1	Program Access	Provide hardware that can be operable with one hand and not require tight grasping, pinching, or twisting of the wrist.			
7	Parks and Grounds Building	B. Lavatory	A. Not on an accessible route B. Flush control not on open side B. Toe or knee clearances not provided B. Turning space not provided D. Faucet is not operable with a closed fist E. Grab bar not provided E. Plumbing underneath is exposed F. Mirror above lavatory w/reflective surface > 40" G. Dispensers not within reach range	Center Garage Toilet Room	1	N/A	Priority 1	Program Access	Add an accessible single-user toilet room located on an accessible route.			
8	Parks and Grounds Building	B. Sink	B. Toe and knee clearances not provided D. Non-compliant faucets G. Dispenser not within reach range	Center Garage	1	N/A	Priority 1	Program Access	Ensure there is a 27" knee clearance positioned for a forward approach. Install faucets that do not require tight grasping, pinching, or twisting of the wrist. Relocate dispenser 48" max. above the finished floor or ground.			

Information Provided by Institute for Human Centered Design										Status of Barrier Removal		
ID	Facility Name	Element	Issue/Physical Barrier	Location	Floor	Room	Town Priority	Priority for Barrier Removal	Remedies	Barrier Removal Complete (Y/N)	Completion Date (Month/Year)	Completion Date (Fiscal Year)
1	Police Station	H. Emergency Exit	B. Tactile sign not provided at exit D. Illuminated Int. Symbol of Acc. not provided (MAAB)	Lobby Exit	1	104	Priority 2	Navigational Issue	Provide tactile exit signs with raised characters and braille at exit doors. Mount signs between 48"- 60" above the finished floor located on the latch side of the door. Provide an illuminated sign with the International Symbol of Accessibility.	Y	7/17/2023	FY24
2	Police Station	H. Emergency Exit	C. Directional sign to accessible emergency exit not provided	Meeting Room	1	144	Priority 2	Navigational Issue	Provide a directional sign indicating the location of the nearest accessible emergency exit.	Parts on order		
3	Police Station	H. Emergency Exit	R. Door requires > 15 lbs. of force to open	Meeting Room to Parking	1	144	Priority 3	Additional Access	Adjust closers of exterior doors so doors do not require more than 15 pounds of force. Note: Fire doors shall have a minimum opening force allowable by the appropriate administrative authority.	Y	2/23/2023	FY23
4	Police Station	K. Operable Parts	C. Reach < 15" or > 48" (forward/side approach)	Meeting Room	1	144	Priority 3	Additional Access	Relocate clothes rod to be 48" max. above the finished floor.	Y	2/23/2023	FY23
5	Police Station	N. Assembly Area	P. Assistive listening devices not provided	Meeting Room	1	144	Priority 1	Program Access	If audible communication is integral to the use of the space, provide an assistive listening system.			
6	Police Station	R. Detention Facilities	C. Side or rear grab bar not provided	Accessible Cell 4	1	136	Priority 1	Program Access	Provide one ligature-resistant grab bar on the side wall of the water closet and one on the rear wall.	N/A	2/23/2023	FY23
7	Police Station	D. Toilet Compartment	D. Door has malfunctioning self-closing hinge	Men's Toilet Room by Lobby	1	103	Priority 3	Additional Access	Repair hinge.	Y	2/23/2023	FY23
8	Police Station	G. Shower Compartment	E. Grab bars not provided O. Control height < 38" or > 48"	Shower by Booking	1	N/A	Priority 1	Program Access	Provide a ligature resistant grab bar on the control wall and one on the adjacent wall to comply with a roll-in type shower. Relocate controls at 48" max. above the finished floor.	N/A	2/23/2023	FY23
9	Police Station	B. Sink	B. Toe and knee clearances not provided C. Rim or counter > 34"	Meeting Room	1	144	Priority 1	Program Access	Relocate sink with the front of the rim or counter no higher than 34". Provide 27" high of knee clearance positioned for a forward approach.			
10	Police Station			Meeting Room	1	144	Priority 4	Enhanced Usability	Recommend providing an adjustable height podium.	Y	2/23/2023	FY23
1	Town Hall	C. Off-Street Parking Lot or Garage	E. Van space < 132" or <96" wide O. Sign does not have the designation "Van Accessible"	Parking Lot	Ext	N/A	Priority 1	Program Access	Provide one van accessible space that is at least 132" wide. Ensure the access aisle is 60" min. for this space. Add the designation "Van Accessible" to the sign located at the van accessible space. (Cost estimate for repainting two spaces, and striping the landing to the ramp to be 60" min, and providing signage with the designation "Van Accessible" at the van accessible parking space.)			
2	Town Hall	E. Exterior Ramp	C. Running slope > 1:12 (8.3%) Q. Edge protection < 4" high	Accessible Entrance to Meeting Hall	1	N/A	Priority 3	Additional Access	Reduce running slope to be no steeper than 1:12 (8.3%). Provide edge protection that prevents the passage of a 4" diameter sphere, where any portion of the sphere is within 4" of the finished floor or ground surface. (Cost for repaving a concrete ramp to a shallower slope, including 1-1/2" pipe handrails - per 15 linear feet and providing edge protection at the bottom exterior rail.)			
3	Town Hall	E. Exterior Ramp	L. Landing < 60" min. long	East Entrance Ramp	1	N/A	Priority 3	Additional Access	Redo striping in the parking lot to ensure that 60" min. deep is provided at the base of the ramp. (Cost listed under ID #1.)			
4	Town Hall	G. Entrance	B. Entrance not on an accessible route C. Directional sign to accessible entrance not provided	Entrance to South Stairwell	1	N/A	Priority 1	Program Access	Provide a directional sign indicating the location of the nearest accessible entrance.			

Information Provided by Institute for Human Centered Design										Status of Barrier Removal		
ID	Facility Name	Element	Issue/Physical Barrier	Location	Floor	Room	Town Priority	Priority for Barrier Removal	Remedies	Barrier Removal Complete (Y/N)	Completion Date (Month/Year)	Completion Date (Fiscal Year)
5	Town Hall	G. Entrance	B. Entrance not on an accessible route C. Directional sign to accessible entrance not provided	West Side of Building	Ext	N/A	Priority 1	Program Access	Provide a directional sign indicating the location of the nearest accessible entrance. (Note: Where a directional sign is required, it should be located to minimize backtracking. In some cases, this could mean locating a sign at the beginning of a route, not just at the inaccessible entrance to the building.)			
6	Town Hall	G. Entrance	M. Mat not securely attached	Lobby From Main Entrance to Meeting Hall	1	N/A	Priority 1	Program Access	Secure the mat.			
7	Town Hall	G. Entrance	M. Mat not securely attached	Accessible Entrance to Meeting Hall	1	N/A	Priority 1	Program Access	Secure the mat.			
8	Town Hall	G. Entrance	Q. Hardware not operable with a closed fist	Main Entrance - West Side of Building	Ext	N/A	Priority 1	Program Access	Provide hardware that can be operable with one hand and not require tight grasping, pinching, or twisting of the wrist.			
9	Town Hall	H. Emergency Exit	B. Tactile sign not provided at exit C. Directional sign to accessible emergency exit not provided	Exit From South and North Stairwells	1	N/A	Priority 2	Navigational Issue	Provide tactile exit signs with raised characters and braille at exit doors. Mount signs between 48" - 60" above the finished floor located on the latch side of the door. Provide a directional sign indicating the location of the nearest accessible emergency exit.	Parts on order		
10	Town Hall	H. Emergency Exit	B. Tactile sign not provided at exit C. Directional sign to accessible emergency exit not provided R. Door requires > 15 lbs. of force to open	Main Entrance - West Side of Building	1	N/A	Priority 2	Navigational Issue	Provide tactile exit signs with raised characters and braille at exit doors. Mount signs between 48" - 60" above the finished floor located on the latch side of the door. Provide a directional sign indicating the location of the nearest accessible emergency exit. Adjust closers of exterior doors so doors do not require more than 15 pounds of force.	Parts on order		
11	Town Hall	H. Emergency Exit	B. Tactile sign not provided at exit D. Illuminated Int. Symbol of Acc. not provided (MAAB)	Exit to East Side of Building	1	N/A	Priority 2	Navigational Issue	Provide tactile exit signs with raised characters and braille at exit doors. Mount signs between 48" - 60" above the finished floor located on the latch side of the door. Provide an illuminated sign with the International Symbol of Accessibility.	Parts on order		
12	Town Hall	H. Emergency Exit	B. Tactile sign not provided at exit D. Illuminated Int. Symbol of Acc. not provided (MAAB) G. Maneuvering clearance(s) not provided L. Mat not securely attached	Accessible Exit From Meeting Hall	1	N/A	Priority 2	Navigational Issue	Provide tactile exit signs with raised characters and braille at exit doors. Mount signs between 48" - 60" above the finished floor located on the latch side of the door. Provide an illuminated sign with the International Symbol of Accessibility. Provide an automatic door opener. Secure the mat.	Parts on order		
13	Town Hall	B. Interior Access Route	B. Obstructed by protruding objects	Men's Toilet Room by Lobby at Main Entrance	1	N/A	Priority 3	Additional Access	Provide a cane-detectable barrier at the light fixture.			
14	Town Hall	B. Interior Access Route	F. Surface not stable, firm, and slip-resistant	Hallway Between Town Clerk Office and East Side of Building	1	N/A	Priority 3	Additional Access	Secure mat.			
15	Town Hall	B. Interior Access Route	H. Accessible route not provided	South Stairwell - Entrance to Town Clerk Office	1	N/A	Priority 1	Program Access	There is no interior accessible route to the Town Clerk office. Look into the feasibility of installing a platform lift between the Meeting Hall and this office.			
16	Town Hall	B. Interior Access Route	H. Accessible route not provided	South Stairwell	2	N/A	Priority 1	Program Access	At the time of survey, no public programs were provided on the second floor and mezzanine. If public programs will be provided on these levels, consider providing a Limited Use Limited Access (LULA) elevator.			



Information Provided by Institute for Human Centered Design										Status of Barrier Removal		
ID	Facility Name	Element	Issue/Physical Barrier	Location	Floor	Room	Town Priority	Priority for Barrier Removal	Remedies	Barrier Removal Complete (Y/N)	Completion Date (Month/Year)	Completion Date (Fiscal Year)
17	Town Hall	C. Doors, Doorways, & Gates	H. Mat not securely attached L. Hardware not operable with a closed fist	Hallway Between Town Clerk Office and East Exit	1	N/A	Priority 1	Program Access	Secure the mat. Provide hardware that can be operable with one hand and not require tight grasping, pinching, or twisting of the wrist.			
18	Town Hall	C. Doors, Doorways, & Gates	L. Hardware not operable with a closed fist	Meeting Hall Door	1	N/A	Priority 1	Program Access	Provide hardware that can be operable with one hand and not require tight grasping, pinching, or twisting of the wrist.			
19	Town Hall	C. Doors, Doorways, & Gates	L. Hardware not operable with a closed fist	Women's Toilet Room by Lobby at Main Entrance	1	N/A	Priority 1	Program Access	Provide hardware that can be operable with one hand and not require tight grasping, pinching, or twisting of the wrist.			
20	Town Hall	C. Doors, Doorways, & Gates	L. Hardware not operable with a closed fist	Men's Toilet Room by Lobby at Main Entrance	1	N/A	Priority 1	Program Access	Provide hardware that can be operable with one hand and not require tight grasping, pinching, or twisting of the wrist.			
21	Town Hall	C. Doors, Doorways, & Gates	L. Hardware not operable with a closed fist	South Stairwell to Meeting Hall	1	N/A	Priority 1	Program Access	Provide hardware that can be operable with one hand and not require tight grasping, pinching, or twisting of the wrist.			
22	Town Hall	H. Signage	B. Raised characters not provided on sign D. Braille not provided on sign F. International Symbol of Acc. not provided G. Sign not located on the latch side of the door	Employee Only Toilet Room - Meeting Hall	1	N/A	Priority 2	Navigational Issue	Provide text with raised characters duplicated in braille on sign. Provide a sign with the International Symbol of Accessibility. Locate sign at permanent rooms alongside the door on the latch side.			
23	Town Hall	H. Signage	B. Raised characters not provided on sign D. Braille not provided on sign G. Sign not located on the latch side of the door	South Stairwell - Entrance to Town Clerk Office	1	N/A	Priority 2	Navigational Issue	Provide text with raised characters duplicated in braille on sign. Locate sign at permanent rooms alongside the door on the latch side.			
24	Town Hall	H. Signage	H. Non glare finish and contrast not provided on sign	Ramp at East Entrance to Town Clerk and Veteran's Services	Ext	N/A	Priority 2	Navigational Issue	Install a sign with a non-glare finish with characters that have a high contrast to the background.			
25	Town Hall	J. Service Counter	B. Counter > 36" high	Town Clerk Office	1	N/A	Priority 3	Additional Access	Provide a counter that is 36" max. above the ground or finished floor.			
26	Town Hall	J. Service Counter	B. Counter > 36" high Z. Knee clearance not compliant	Town Clerk Office	1	N/A	Priority 3	Additional Access	Provide a counter that is 36" max. above the ground or finished floor. Ensure that knee clearance is 17" min. for a forward approach.			
27	Town Hall	K. Operable Parts	C. Reach < 15" or > 48"(forward/side approach)	Town Clerk Office Brochures	1	N/A	Priority 3	Additional Access	Relocate one of each type of form to be no higher than 48" above the finished floor.			
28	Town Hall	M. Dining or Work Surfaces	B. At least one or 5% accessible tables not provided C. Knee or toe clearance not provided	Meeting Hall	1	N/A	Priority 1	Program Access	Provide at least 1 work surface with 27" min. knee and toe clearance.			
29	Town Hall	N. Assembly Area	N. Accessible route to stage not provided	Meeting Hall - Stage	1	N/A	Priority 1	Program Access	Provide a portable ramp to the stage.			
30	Town Hall	A. Overall Access	H. Audible and visible alarms not provided	Employee Only Toilet Room - Meeting Hall	1	N/A	Priority 1	Program Access	When fire system is updated, ensure that a visible and audible fire alarm is			
31	Town Hall	B. Lavatory	B. Toe or knee clearances not provided G. Dispensers not within reach range Z. Paper towel dispenser mounted over grab bar	Employee Only Toilet Room - Meeting Hall	1	N/A	Priority 1	Program Access	Provide at least one lavatory with knee and toe clearance positioned for a forward approach. Lower soap and paper towel dispensers to 42" max. above the floor. Relocate paper towel dispenser so that it is not mounted above the rear grab bar.			
32	Town Hall	C. Single-User Toilet	O. Hook located > 48" high	Employee Only Toilet Room - Meeting Hall	1	N/A	Priority 3	Additional Access	Locate hook no higher than 48" above the finished floor.			
33	Town Hall	F. Dispensers	D. Dispenser acts as a protruding object	Men's Toilet Room - Lobby at Main Entrance	1	N/A	Priority 3	Additional Access	Relocate paper towel dispenser out of the circulation path.			
34	Town Hall	N/A	N/A	Meeting Hall Entrance	1	N/A	Priority 4	Enhanced Usability	Recommend providing color contrast strips on the stair treads to increase visibility.			
35	Town Hall	N/A	N/A	Meeting Hall	1	N/A	Priority 4	Enhanced Usability	Recommend providing an adjustable-height podium.			

Information Provided by Institute for Human Centered Design										Status of Barrier Removal		
ID	Facility Name	Element	Issue/Physical Barrier	Location	Floor	Room	Town Priority	Priority for Barrier Removal	Remedies	Barrier Removal Complete (Y/N)	Completion Date (Month/Year)	Completion Date (Fiscal Year)
36	Town Hall	N/A	N/A	Entrance to South Stairwell	1	N/A	Priority 4	Enhanced Usability	Recommend providing color contrast strips on the stair treads to increase visibility. Recommend providing handrails with a 1-1/4" to 1-1/2" circular cross section, and ensuring that the sloped bottom extension extends one tread depth minimum beyond last riser nosing in same direction as stair flight.			
37	Town Hall	N/A	N/A	Lobby From Main Entrance to Meeting Hall	1	N/A	Priority 4	Enhanced Usability	Recommend providing designation signage with raised characters and braille where no signage is present.			
38	Town Hall	N/A	N/A	West Side of Building	Ext	N/A	Priority 4	Enhanced Usability	Recommend providing color contrast strips on the stair treads to increase visibility. Recommend providing handrails with a 1-1/4" to 1-1/2" circular cross section, and ensuring that the sloped bottom extension extends one tread depth minimum beyond last riser nosing in same direction as stair flight. Recommend providing a second handrail.			
39	Town Hall	N/A	N/A	West Side of Building	Ext	N/A	Priority 4	Enhanced Usability	Recommend repairing uneven surface at the top of the stairs to prevent tripping, although it is not part of the accessible route.			
40	Town Hall	N/A	N/A	Accessible Entrance to Meeting Hall	Ext	N/A	Priority 4	Enhanced Usability	Provide clear information about the locations of destination spaces at each entrance. Avoid terms such as "handicapped" and use the term "accessible" instead.			
1	Transfer Station	A. Exterior Access Route	A. Not provided from all site arrival points	Battery Disposal Drop-Off	Exterior	N/A	Priority 1	Program Access	Have staff provide assistance accessing the battery drop-off receptacles as needed.			
2	Transfer Station	A. Exterior Access Route	A. Not provided from all site arrival points	Tires/CRT Monitors	Exterior	N/A	Priority 1	Program Access	Ensure an accessible route is provided from all points of arrival.  Have staff provide assistance accessing the Tire/CRT drop-off receptacles as needed.			
3	Transfer Station	A. Exterior Access Route	A. Not provided from all site arrival points	Service Window at Office	Exterior	N/A	Priority 1	Program Access	Relocate mailbox so it does not block 36" min. wide accessible route to service counter.			
4	Transfer Station	A. Exterior Access Route	A. Not provided from all site arrival points	Path to Service Window at Office	Exterior	N/A	Priority 1	Program Access	Ensure an accessible route is provided from all points of arrival.  (Cost based on a straight pressure treated wood ramp that provides access to the door and the walkway leading to the service window. Ensure ramp includes a 5'x5' level landing where it meets the door and walkway.)			
5	Transfer Station	A. Exterior Access Route	G. Cross slope > 1:50 (2.00%) H. Running slope > 1:20 (5%) J. Level changes > 1/4"	Paper/ Newspaper & Mixed Drop-off	Exterior	N/A	Priority 3	Additional Access	Have staff provide assistance accessing the paper drop-off receptacles as needed.			
6	Transfer Station	A. Exterior Access Route	G. Cross slope > 1:50 (2.00%) H. Running slope > 1:20 (5%) J. Level changes > 1/4"	Glass Recycling Drop-off	Exterior	N/A	Priority 3	Additional Access	Have staff provide assistance accessing the glass drop-off receptacles as needed.			
7	Transfer Station	A. Exterior Access Route	G. Cross slope > 1:50 (2.00%) H. Running slope > 1:20 (5%) J. Level changes > 1/4"	Plastics 3 to 6 & No Number Drop-Off	Exterior	N/A	Priority 3	Additional Access	Have staff provide assistance accessing the plastics drop-off receptacles as needed.			
8	Transfer Station	A. Exterior Access Route	H. Running slope > 1:20 (5%) J. Level changes > 1/4"	Plastics 1 & 2 Only Drop-Off	Exterior	N/A	Priority 3	Additional Access	Have staff provide assistance accessing the plastics drop-off receptacles as needed.			
9	Transfer Station	A. Exterior Access Route	H. Running slope > 1:20 (5%) J. Level changes > 1/4"	Metal Drop-off	Exterior	N/A	Priority 3	Additional Access	Have staff provide assistance accessing the metal drop-off receptacles as needed.			
10	Transfer Station	A. Exterior Access Route	J. Level changes > 1/4"	Compactor/ Yellow Bag Household Trash	Exterior	N/A	Priority 3	Additional Access	Have staff provide assistance accessing the yellow bag household waste drop-off receptacles as needed.			

Information Provided by Institute for Human Centered Design										Status of Barrier Removal		
ID	Facility Name	Element	Issue/Physical Barrier	Location	Floor	Room	Town Priority	Priority for Barrier Removal	Remedies	Barrier Removal Complete (Y/N)	Completion Date (Month/Year)	Completion Date (Fiscal Year)
11	Transfer Station	A. Exterior Access Route	J. Level changes > 1/4"	Compactor 2	Exterior	N/A	Priority 3	Additional Access	Have staff provide assistance accessing compactor 2 as needed.			
12	Transfer Station	B. Doors, Doorways, & Gates	G. Maneuvering clearance at door > 1:50 (2.00%) (MAAB)	Book Shed	Exterior	N/A	Priority 3	Additional Access	Alter so that the slope in all directions is no greater than 1:50 (2.00%) yielding a 5'x5' level landing at the door.  Cost to be determined based on specific remedy selected.			
13	Transfer Station	B. Doors, Doorways, & Gates	G. Maneuvering clearance at door > 1:50 (2.00%) (MAAB)	Put-N-Take	Exterior	N/A	Priority 3	Additional Access	Alter so that the slope in all directions is no greater than 1:50 (2.00%) yielding a 5'x5' level landing at the door.  Cost to be determined based on specific remedy selected.			
14	Transfer Station	F. Service Counter	B. Counter > 36" high	Service Window - Personal Shelter/ Office	Exterior	N/A	Priority 3	Additional Access	Provide a counter that is 36" max. above the ground.			
15	Transfer Station	G. Operable Parts	A. Element not on an accessible route	Used Oil Drop-Off	Exterior	N/A	Priority 1	Program Access	Have staff provide assistance accessing the used oil drop-off receptacle as needed.			
16	Transfer Station	G. Operable Parts	A. Element not on an accessible route	Cardboard Compactor	Exterior	N/A	Priority 1	Program Access	Have staff provide assistance accessing the cardboard drop-off receptacles as needed.			
17	Transfer Station	Q. Trash / Recycling	C. Trash container opening not within reach range	Book and Clothing Drop-off	Exterior	N/A	Priority 3	Additional Access	Have staff provide assistance accessing the book and clothing recycling receptacles as needed.			
18	Transfer Station	J. Portable Toilet	A. Not located on an accessible route B. Accessible portable toilets not provided	Portable Toilet	Exterior	N/A	Priority 1	Program Access	Locate portable toilet on an accessible route. Ensure that at least 5% of portable toilets are accessible.			
19	Transfer Station	Buzzer or Intercom	N/A	Service Window - Personal Shelter/ Office	Exterior	N/A	Priority 4	Enhanced Usability	Recommend providing a buzzer or intercom on an accessible route at base of recommended ramp proving an accessible route to the service window so visitors can notify staff that they may require assistance. Ensure the controls no higher than 48" above the ground.			