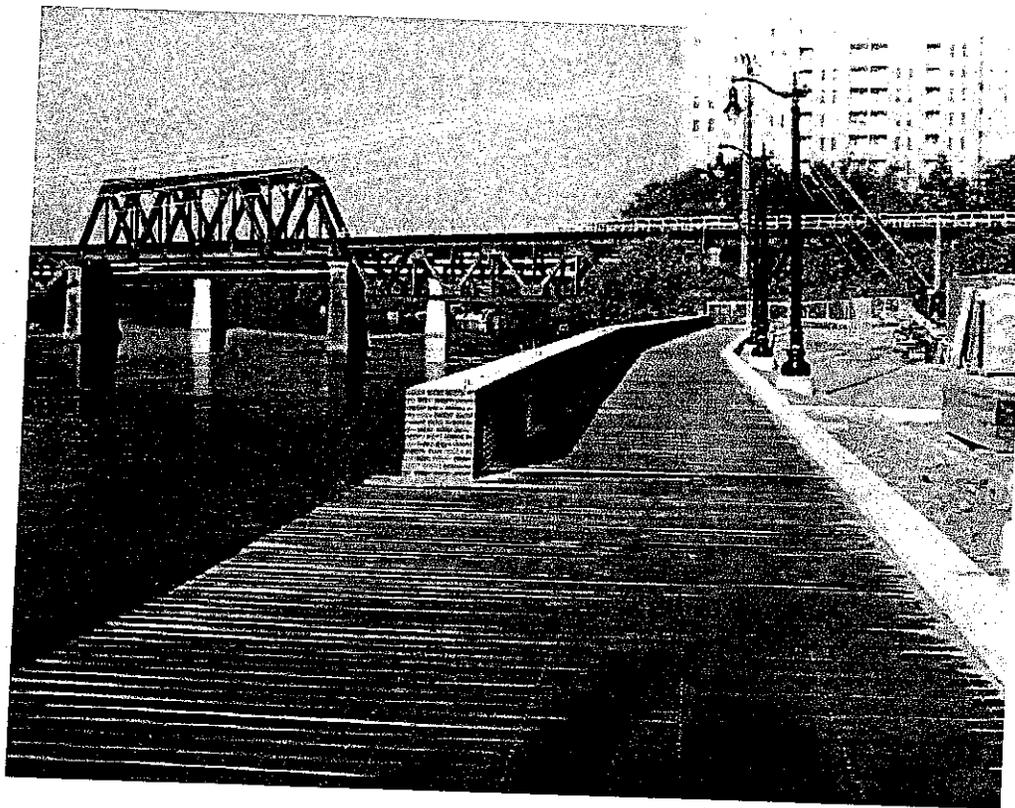


CITY OF HAVERHILL, MA

Americans With Disabilities Act (ADA) Self Evaluation OPEN SPACE AND RECREATION PLAN

2012 – 2017



**CITY OF HAVERHILL, MA
PARKS, RECREATION, and
HUMAN SERVICES DEPARTMENT**

Preface:
Americans With Disabilities Act ADA/Section 504
Self-Evaluation

**2012 City of Haverhill, MA Open Space and
Recreation Plan**

Designation of ADA Coordinator: The designated ADA Coordinator is Vinny Ouellette, Director Human Services/Parks & Recreation Department

Public Notification Requirements

Employment advertising contains non-discrimination statements and the Recreation Department program pamphlets, booklets, and all other information we provide includes a statement of willingness to accommodate those with special needs.

Participation of Individuals or Organizations Representing the Disabled Community

The Haverhill Disability Commission includes Pat Kalashian, Fran Hogan, Brian Langlois, and others who represent the disability community in the City. The City of Haverhill has contracted with the Northeast Independent Living Program (NILP) to provide the ADA Self-evaluation, and transition plan of all of our 18 active recreation sites (see attached list below). The NILP is a cross-disability, consumer controlled agency that has served Haverhill residents for 31 years. They provide advocacy, peer counseling, skills training and information and referral services to residents with disabilities.

Since 1987 they have provided consultation for businesses, city and town governments, housing authorities, educational institutions, etc. to assist with completing requirements for Section 504/Americans with Disabilities Act (ADA) self-evaluation monitoring reviews/transition plans, and ADA

sensitivity training, etc. Their consulting group is called The Northeast ADA Consultants (NEADAC).

Programmatic Accessibility

All government, recreation, elder services and public service programs provided by the City of Haverhill, MA are readily accessible and useable by persons with disabilities. These programs are held in buildings and facilities that provide accessibility.

Transition Plan

Since the 1990 under The Open Space and Recreation Plan, the City continues to upgrade our facilities to accommodate persons with disabilities.

Facility Inventory

All recreational facilities associated with the public schools have adequate access for disabled persons. As described in the transition plan above, the City is actively addressing those facilities that have inadequate access as funding becomes available. See the facilities inventory attached that include all active recreation sites in the City.

Grievance Procedures

Persons wishing to file a complaint alleging discrimination on the basis of disability in employment practices and policies or the provision of services, activities, programs and benefits by the City of Haverhill, MA should make the complaint in writing according to the grievance procedure adopted by the City and detailed in the attached document.

TRANSITION PLAN

The following facilities inventory includes those facilities that are under the jurisdiction of the DPW, and/or Recreation Department, (and Winnekenni Foundation). Some of those parcels that are not intended for public use or access, including many lands under the jurisdiction of the Conservation Commission and classified as "open space", are not listed. In addition, all recreation programs and facilities associated with the public schools have adequate access for disabled persons. It should also be noted that when the

outdoor facilities are in use, portable sanitary facilities are brought on site and at least one is fully accessible.

In our opinion, some fields discussed in this report are terrain –based. It is occasionally impossible to provide full access to all areas of every field and trail because to do so would destroy the woods, and alter the nature of the programs (see details explained in the specific individual self-evaluations to follow).

Other reasonable accommodations (RA's), and access needs should be provided, as requested. The ADA requirement for The City's Recreation and Open Space plan is that all services and programs be operated in such a way that, when viewed in their entirety, the program is readily accessible to, and useable by people with disabilities.

Along with posting the signs, and providing the recommendations made in this report, we recommend that the City post an ADA public notice, which is attached, on the main bulletin boards in the offices, in prominent locations. The ADA Public notice found in the Appendices should be posted on the bulletin boards and public notice area. According to The ADA the notice is required to include the name and phone number of the paid staff member who has been designated as the agency's ADA Coordinator. The City Hall, as well as The Haverhill Citizens Center have already appropriately posted the ADA Public Notice. A complete example is attached.

Thank You,

James F. Lyons, Jr.
Community Development Director
Northeast Independent Living Program, Inc.
ADA Access Group
20 Ballard Road,
Lawrence, MA 01843

Pertinent Background Information

The Americans With Disabilities Act (ADA) contains the following five titles:

- *Title I* - Employment (includes all Title II employers and private employers with 15 or more employees)
- *Title II* - Public Services (state and local government including public school districts and employment services, Workforce Investment Boards).
- *Title III* - Public Accommodations and Services operated by private entities
- *Title IV* - Telecommunications
- *Title V* - Miscellaneous Provisions

The Americans with Disability Act (ADA), signed by President Bush on July 26, 1990, is a landmark piece of legislation which extends civil rights protection to people with disabilities.

The City of Haverhill has done very well in providing consumer involvement during this process. The Northeast Independent Living Program (NILP) is a consumer controlled, cross-disability Independent Living agency, providing advocacy, peer counseling, skills training and information and referral services to persons with disabilities. The City has appropriate policies that comply with Title I that requires our employers to make reasonable accommodations - when requested, to the known physical or mental limitations of a qualified applicant or employee, unless such accommodations would impose an undue hardship on the city. The NILP is available to provide annual trainings on the ADA for City officials.

As concerns The Open Space and Recreation Plan, Title II of The ADA ensures that people with disabilities have equal opportunity access to existing Municipal programs & services. All college/university programs and activities/services must be fully available for individuals with disabilities unless this would present an undue burden.

Title II prohibits discrimination on the basis of disability in services, programs, and activities provided by public entities, including units of state, as well as City governments. The City of Haverhill actively enforces our ADA policies so that we provide that: No qualified individual with a

disability is, solely by reason of his/her disability, never excluded from the participation in; nor denied the benefits of; or otherwise be subjected to discrimination under any of The City programs and activities.

The City realizes that the most effective and inclusive approach is to view a person with a disability in terms of what they can do rather than what they cannot. Therefore, City services and our innovative programs are designed in a way that anticipates meeting the needs of a broad diversity of individuals. This self- evaluation clearly illustrates that The ADA is of the utmost importance in everything that we do.

Title IV of the ADA amends the Communication Act of 1934 to require (among other things) that telephone companies provide telecommunication relay services. We effectively utilize these relay services to provide opportunities for communication to speech-impaired or hearing-impaired citizens who use TTYs, etc. that are equivalent to those provided to other city residents. The City fully recognizes that people with disabilities are a Major Segment of our Population - they make up a substantial portion of our workforce and potential workforce of this country. Approximately one in seven individuals in The U.S.A. has some type of disability.

CITY OF HAVERHILL, MA PARKS, RECREATION, and HUMAN SERVICES DEPARTMENT

Americans With Disabilities Act ADA/Section 504 Self-Evaluation

Index Active Recreation Facilities

Site	Acreage	Equipment / Facilities	Condition / Comments	Maintenance Responsibilities
1. American Legion Field/Clement Farm	40	4 Softball Fields general Recreation Fields	Good	DPW
2. Cashman's Field	5	2 Little League diamonds Skate Board park 1 Basketball Court	Good children's play	DPW
3. Consentino Playfield	4.88	1 Soccer Field 1 Baseball diamond	Good	DPW
4. Fox Field	2	1 baseball field	poor	DPW
5. Hunking Playfield	4.34	3 Little League diamonds	Fair/excellent	DPW
6. Mt. Washington Park	< 1	Street Hockey	poor	DPW
7. Plug Pond	98.81	beach/swimming area 12 benches children's play area picnic areas bath house boat ramp	good 4 benches and swimming area are in good condition	DPW
8. Portland Street	0.5	basketball court Tot Lot	Poor Good	DPW

Site	Acreage	Equipment / Facilities	Condition / Comments	Maintenance Responsibilities
9. Riverside Park	35	5 softball fields 3 Little League diamonds 3 basketball courts 1 Sr. Diamond 1 Soccer Field 1 mile-long walking/jogging track 1 car top boat ramp 2 horseshoe pits 6 picnic tables 3 tennis courts 1 Tot Lot 1 handicapped swing set 1 swing set High School Athletics Stadium	Good Good Fair Fair Good Good Good Fair Poor Fair Excellent Fair Poor	DPW
10. Riverside Playground (Zins Park)	1.5	bench monument	Excellent	DPW
11. Rocks Village Playground	< 1	children's play area	Poor	DPW
12. Smiley School Playground	1.2	play equipment no development	Good	DPW
13. Swasey Playfield	14	2 Little League diamonds Major League Basketball courts poles Tot Lot	Poor/Fair Fair Fair Fair/Poor	DPW
14. Tilton School Playground	1	basketball court no development	Poor	DPW
15. 12th Avenue Playground	2	1 baseball diamond tennis courts basketball court tot lot	Good/Fair Poor Fair Excellent	DPW
16. Union Street Playground	< 1	basketball court Tot Lot	Poor Poor	DPW
17. Veterans Memorial Ice Skating Rink	3.79	ice skating rink meeting rooms	Good	State-owned City-maintained
18. Walnut Square Playground	< 1	no development Tot Lot	(asphalt) Good Good	DPW

Site	Acreage	Equipment / Facilities	Condition / Comments	Maintenance Responsibilities
19. Winnekenni Park	214	3 tennis courts skating pond picnic area Tot Lot trails	Fair Good Some trails in Poor condition	DPW and Winnekenni Foundation
20. Wood School Playground	1.7	1 Little League diamond basketball court 1 tennis court play equipment	Fair/Good Good Poor	DPW
21. Crystal Gorge Conservation Area				

Americans With Disabilities Act (ADA) Self Evaluation
OPEN SPACE AND RECREATION PLAN
ADA FACILITIES INVENTORY

Activity: ADA Self Evaluation and Transition Plan:

1. Facility: American Legion Field/Clement Farm

Location: 1314 Main Street

ADA Self-Evaluation

6/5/12

Americans with Disabilities Act-ADA
Self-Evaluation/Site Access Survey for the City of Haverhill
Open Space and Recreation Plan
Haverhill, MA 01830

American Legion Field/Clement Farm

1314 Main Street

Haverhill, MA 01830

The American Legion Field/Clement Farm is comprised of: four softball fields as well as general recreation fields. James Lyons, Americans With Disabilities Act (ADA) Consultant, completed an ADA self-evaluation on June 5, 2012. We have completed an Americans with Disability Act (ADA) Self-evaluation and Transition Plan. The ADA requirement for the site is that it be operated in such a way that, when viewed in its entirety, the site is readily accessible to, and useable by people with disabilities. The ADA is the program accessibility standard this refers to, and it is one of the most important concepts in ADA compliance.

Also, the field has essentially been brought into compliance with the ADA as well as Commonwealth of Massachusetts Architectural Access Boards regulations (521 CMR). We appreciate the hospitality of Vinny Ouellette, Human Services/Recreation Department Director who assisted us with setting up the access survey today.

The field is listed in good condition, and the ADA consultants were impressed with the ADA compliance at the site. In fact, The City and The Human Services/ Recreation Department have provided some basic ADA improvements at The Field.

The 40-acre Clement Farm forest is located in a northwest section of Haverhill along the Plaistow, New Hampshire border. Route 121 is the properties eastern boundary. The Clement Farm property is approximately one mile northwest of Exit 51 off of Route 495 and the highly populated city limits of Haverhill on the west side of Route 495. The property is surrounded by private land. Densely populated residential dwellings and commercial properties are located along Route 121 near the Clement Farm property.

The non-forested areas on the property also include five softball fields, a 25 car parking lot and an open field in the south east corner of the property along Route 121. The field is used periodically for car shows, flea markets, picnicking and other local events approved by the City of Haverhill. The location and non-forest uses of this property make it attractive to people for hiking. The property is listed in the Haverhill Trails Committee guide: A Guide to Exploring Haverhill Trails Cultural resources are associated with the Clement Farm property.

In our opinion the following issues and remaining accessibility were found:

Accessible Parking-There is no HP van space or van accessible sign, at least 5' above the ground. The ADA Access Guidelines (ADAAG) require-One space should be a "Van Accessible" space 8 foot wide with an 8-foot access aisle and van accessible sign. We recommend that one designated accessible (or HP) parking space be striped on the street as part of The ADA Transition Plan.

The entrance is essentially accessible, and a person using a wheelchair is readily able to get into the field because the ground is flat along the way. The topography of the land, in my opinion, is essentially in compliance at this time.

ADAAG 4.13.5 states that- entrances shall have a minimum clear opening of 32 inches so that a person using a wheelchair can readily gain entrance to the site. This has been accomplished here, and there are no other ADA needs identified at the beautiful fields.

Thank You,

James Lyons

Americans With Disabilities Act (ADA) Self Evaluation
OPEN SPACE AND RECREATION PLAN
ADA FACILITIES INVENTORY

Activity: ADA Self Evaluation and Transition Plan:

2. Facility: Cashman's Field

Location: **187 Hilledale Road**

ADA Self-Evaluation

5/25/12

Americans with Disabilities Act-ADA
Self-Evaluation/Site Access Survey for the City of Haverhill

Open Space and Recreation Plan

Haverhill, MA 01830

Cashman's Field

187 Hilledale Road

Haverhill, MA 01830

Cashman's Field is comprised of: two little League diamonds, a skate board park, as well as one basketball court. James Lyons, ADA Consultant, completed an ADA self-evaluation on May 25, 2012. We have completed an Americans with Disability Act (ADA) Self-evaluation and Transition Plan. The ADA requirement for the site is that it be operated in such a way that, when viewed in its entirety, the services offered are readily accessible to, and useable by people with disabilities. The ADA is the program accessibility standard this refers this to, and it is one of the most important concepts in ADA compliance. Also, the fields have essentially been brought into compliance with the ADA as well as Commonwealth of Massachusetts Architectural Access Boards regulations (521 CMR).

The field is listed in good condition, and the ADA consultants were impressed with much of the ADA compliance at the site. In fact, The City and The Human Services/ Recreation Department have provided some ADA

improvements at this wonderful site. The field is nicely maintained by the Haverhill Department of Public Works (HDPW).

For example, The Accessible unisex Restroom: A very nice job was done on the installation of the accessible outdoor restroom that has been already installed (in 2010). Since this field has an adapted unisex restroom, and we found a few violations that can readily be fixed. First, we found that the unisex restroom has two sets of grab bars installed correctly on the back, and side of the accessible toilet. The door opening pressure is perfect, and has been adjusted to 5 lbs opening pressure. Additionally, this restroom has the required Braille/ raised-lettered signage, the door handle is accessible. i.e. operable with a closed fist. The ADA Accessibility Guidelines (ADAAG) Section 4.13.9 requires that -operating devices on an accessible door shall have a shape that is easy to grasp with one hand.

The entrance to the field is not accessible due to steel and wooden posts in the center. The chain link fence does not have an accessible door gate. We recommend the installation of a new accessible 36 inch wide door swing gate entranceway.

ADAAG 4.13.5 states that- entrances shall have a minimum clear opening of 32 inches so that a person using a wheelchair can readily gain entrance to the field. There are no other ADA needs identified at Cashman's Field. James Lyons

3. Americans With Disabilities Act (ADA) Self Evaluation OPEN SPACE AND RECREATION PLAN **ADA FACILITIES INVENTORY**

Activity: ADA Self Evaluation and Transition Plan:

3. Facility: Consentino Playfield

Location: **685 Washington Street**

ADA Self-Evaluation

6/5/12

Americans with Disabilities Act-ADA
Self-Evaluation/Site Access Survey for the City of Haverhill

**Open Space and Recreation Plan
Haverhill, MA 01830
Consentino Playfield
Haverhill, MA 01830**

The Consentino Playfield is comprised of: one baseball diamond, tennis courts, one soccer field, and one baseball diamond. James Lyons, ADA Consultant, completed an ADA self-evaluation on June 5, 2012. We have completed an Americans with Disability Act (ADA) Self-evaluation and Transition Plan. The ADA requirement for the playfield is that it be operated in such a way that, when viewed in its entirety, the site is readily accessible to, and useable by people with disabilities. The ADA is the program accessibility standard this refers this to, and it is one of the most important concepts in ADA compliance. Also, the playfield has been brought into compliance with the ADA as well as Commonwealth of Massachusetts Architectural Access Boards regulations (521 CMR).

The site is listed in good condition, and the ADA consultants were impressed with much of the ADA compliance at the site. In fact, The City and The Human Services/ Recreation Department have provided some ADA improvements at The Consentino Playfield. In our opinion the following issues and remaining accessibility were found:

Accessible Parking-There is no accessible parking-HP van space or van accessible sign. The ADA Access Guidelines (ADAAG) require-One space should be a "Van Accessible" space 8 foot wide with an 8-foot access aisle and van accessible sign. We recommend that one designated accessible (or HP) parking space be striped in the parking lot closest as possible to the ball fields as part of The ADA Transition Plan. There are no other ADA needs identified at the Consentino playfield.

Thank You,

James Lyons
ADA Consultant

4. Americans With Disabilities Act (ADA) Self Evaluation
OPEN SPACE AND RECREATION PLAN
ADA FACILITIES INVENTORY

Activity: ADA Self Evaluation and Transition Plan:

4. Facility: Fox Field

Location: 367 South Main Street

ADA Self-Evaluation

5/25/12

Americans with Disabilities Act-ADA
Self-Evaluation/Site Access Survey for the City of Haverhill
Open Space and Recreation Plan
Haverhill, MA 01830

Fox Field

367 South Main Street

Haverhill, MA 01830

The Fox Field is comprised of: one baseball field. James Lyons, ADA Consultant, completed an ADA self-evaluation on May 25, 2012. We have completed an Americans with Disability Act (ADA) Self-evaluation and Transition Plan. The ADA requirements for The Fox Field is that it be operated in such a way that, when viewed in its entirety, the school is readily accessible to, and useable by people with disabilities.

The field is listed in poor condition, and the ADA consultants found that there is ADA compliance at the site. In fact, The City and The Human Services/ Recreation Department have provided some ADA improvements at Fox Field. In our opinion the following issues and remaining accessibility needs were found:

Accessible Parking-There is no HP van space or van accessible sign. The ADA Access Guidelines (ADAAG) require-One space should be a "Van Accessible" space 8 foot wide with an 8-foot access aisle and van accessible sign. We recommend that one designated accessible (or HP) parking space be striped on the street as part of The ADA Transition Plan.

- There are no other ADA needs identified at the Fox Field.
Thank You,

James Lyons

5. Americans With Disabilities Act (ADA) Self Evaluation OPEN SPACE AND RECREATION PLAN **ADA FACILITIES INVENTORY**

Activity: ADA Self Evaluation and Transition Plan:
Facility: Hunking Playfield

5. Location: 551 Winchester Street
ADA Self-Evaluation
6/25/12

Americans with Disabilities Act-ADA
Self-Evaluation/Site Access Survey for the City of Haverhill
Open Space and Recreation Plan
Haverhill, MA 01830
Hunking Playfield
551 Winchester Street
Haverhill, MA 01830

The Hunking Playfield is comprised of: three little league diamonds, and a basketball court. James Lyons, ADA Consultant, completed an ADA self-evaluation on May 25, 2012. We have completed an Americans with Disability Act (ADA) Self-evaluation and Transition Plan. The ADA requirements for playfield is that it be operated in such a way that, when viewed in its entirety, the school is readily accessible to, and useable by people with disabilities. The ADA is the program accessibility standard refers this to, and it is one of the most important concepts in ADA compliance. Also, the playfield has been brought into compliance with the ADA as well as Commonwealth of Massachusetts Architectural Access Boards regulations (521 CMR). We appreciate the hospitality of Vinny

Ouellette, Human Services/Recreation Department Director who assisted us with setting up the access survey today. The ballfield is nicely maintained by the Haverhill Department of Public Works (DPW).

The site is listed in excellent/fair condition, and the ADA consultants were impressed with much of the ADA compliance at the site. In fact, The City and The Human Services/ Recreation Department have provided some ADA improvements at the site. In our opinion the following issues and remaining accessibility were found:

Accessible Parking-There is no HP van space or van accessible sign. The ADA Access Guidelines (ADAAG) require-One space should be a "Van Accessible" space 8 foot wide with an 8-foot access aisle and van accessible sign. We recommend that one designated accessible (or HP) parking space be striped at the parking space that is nearest to the baseball field entrance as part of The ADA Transition Plan. The sidewalk entrance to the ball field does not have a curb cut. I recommend that a curb cut be installed to allow a fully accessible path of travel from the parking lot to the ballfields.

The 2010 ADA Standards for Accessible Design require, as per Section: **406 Curb Ramps, part 406.1 General.** *Curb ramps on accessible routes shall comply with 406, 405.2 through 405.5, and should include- Counter slopes of adjoining gutters and road surfaces immediately adjacent to the curb ramp shall not be steeper than 1:20. The adjacent surfaces at transitions at curb ramps to walks, gutters, and streets shall be at the same level. Also applicable at The field is- ADAAG Section: 406.3 Sides of Curb Ramps. Where provided, curb ramp flares shall not be steeper than 1:10.*
406.4 Landings. Landings shall be provided at the tops of *curb ramps*. The landing clear length shall be 36 inches (915 mm) minimum. The landing clear width needs to be at least as wide as the *curb ramp*, excluding flared sides, leading to the landing.

Thank You,

James Lyons
Community Development Director
Northeast ADA Consultants

6. Americans With Disabilities Act (ADA) Self Evaluation
OPEN SPACE AND RECREATION PLAN
ADA FACILITIES INVENTORY

Activity: ADA Self Evaluation and Transition Plan:

6. Facility: **Mount Washington Park**

Duncan Street

6/14/12

Americans with Disabilities Act-ADA
Self-Evaluation/Site Access Survey for the City of Haverhill
Open Space and Recreation Plan
Haverhill, MA 01830
Mount Washington Park
Haverhill, MA 01830

Mount Washington Park is comprised of: a street hockey area, open field, and a beautiful stone monument that is a memorial dedication in the center of the park. James Lyons, ADA Consultant, completed an ADA self-evaluation on June 14, 2012. We have completed an Americans with Disability Act (ADA) Self-evaluation and Transition Plan. The ADA requirement for the park is that it be operated in such a way that, when viewed in its entirety, the services offered by the City are readily accessible to, and useable by people with disabilities. The ADA is the program accessibility standard this refers this to, and it is one of the most important concepts in ADA compliance. Also, the playground has been brought into compliance with the ADA as well as Commonwealth of Massachusetts Architectural Access Boards regulations (521 CMR). We appreciate the hospitality of Vinny Ouellette, Human Services/Recreation Department Director who assisted us with setting up the access survey today.

The park is listed in fair/poor condition, and the ADA consultants found that most of the site is in ADA compliance. In our opinion the following issues and remaining accessibility needs were found:

Accessible Parking-There is no HP van space or van accessible (above ground) sign. The ADA Access Guidelines (ADAAG) require-One space should be a "Van Accessible" space 8 foot wide with an 8-foot access aisle and van accessible sign. We recommend that one designated accessible (or HP) parking space be striped on the street as part of The ADA Transition Plan. A curb cut is needed at the sidewalk to service one of the entrances.

The entrance to the flagpole is not accessible at this time. I recommend that a 4' accessible (dense, graded stone-pack, or cement) surface be extended all the way to the flagpole. There are no other ADA needs identified at the site.

Thank You,

James Lyons
ADA Consultant

7. Americans With Disabilities Act (ADA) Self Evaluation
OPEN SPACE AND RECREATION PLAN
ADA FACILITIES INVENTORY

Activity: ADA Self Evaluation and Transition Plan:

7. Facility: Plug Pond

Location: **347 Kenoza Avenue**

ADA Self-Evaluation

6/25/12

Americans with Disabilities Act-ADA
Self-Evaluation/Site Access Survey for the City of Haverhill
Open Space and Recreation Plan
Haverhill, MA 01830

Plug Pond

347 Kenoza Avenue

Haverhill, MA 01830

Plug Pond is comprised of: a beach and swimming area, children's play area, twelve benches, picnic areas, a bath house, and a boat ramp. Plug Pond (Lake Saltonstall) Swimming & Picnic Area. It is described as a lakefront facility providing various city-run programs (i.e. fishing, boating, swimming). The facility includes a boat dock bathhouse, boathouse, volleyball courts and a boat ramp. Other programs include annual fishing derbies and Native American Pow-Wow.

James Lyons, ADA Consultant, completed an ADA self-evaluation on June 25, 2012. We have completed an Americans with Disability Act (ADA) Self-evaluation and Transition Plan. After conducting a full access evaluation, we found that the Plug Pond has been brought into compliance with the ADA as well as Commonwealth of Massachusetts Architectural Access Boards regulations (521 CMR). We appreciate the hospitality of Vinny Ouellette, Human Services/Recreation Department Director, as well as the summer staff on duty who assisted us with setting up the access survey today.

In fact, we find that Plug Pond is a favorite recreation spot. Activities for Haverhill Residents only, during the summer months include a swimming area, municipal boating program, picnicking and bathroom facilities. It is also a state-stocked fishing area which is open to residents, as well as non-residents, year round. As described in the City's excellent website, in 1976, the city acquired 50.8 acres of Conservation land between Winnekenni Castle and Plug Pond.

Plug Pond is listed in good condition, and the ADA consultants are impressed with much of the ADA compliance at the site. In fact, The City and The Human Services/ Recreation Department have provided some ADA improvements at The Plug Pond. **The beach and beautiful swimming areas are fully accessible via a (concrete paved) walkway the City has already installed that provides accessibility for everyone all the way down to the water. *This is another innovative action the City has done that shows the exemplary dedication to The ADA shown by the Human Services/Recreation Departments.***

In our opinion the following issues and remaining accessibility were found: ***Accessible Parking***-There is no HP van space or van accessible signs (at least 5' high) in both the upper, and lower parking lots. The ADA Access Guidelines (ADAAG) require-One space should be a "Van Accessible" space 8 foot wide with an 8-foot access aisle and van accessible sign be installed. We recommend that one designated accessible (or HP) parking space be striped in both parking lots as part of The ADA Transition Plan.

A raised letter/Braille ***sign*** is needed on the accessible stall of both the Ladies, as well as the Mens rooms.

Thank You,

James Lyons
Community Development Director
Northeast Independent Living Program, Inc.
Northeast ADA Consultants
20 Ballard Road,
Lawrence, MA 01843,
James Lyons, ADA Consultant

Americans With Disabilities Act (ADA) Self Evaluation
OPEN SPACE AND RECREATION PLAN
ADA FACILITIES INVENTORY

Activity: ADA Self Evaluation and Transition Plan:
8. Facility: Portland Street Park

Location: **Portland Street**
ADA Self-Evaluation
5/25/12

Americans with Disabilities Act-ADA
Self-Evaluation/Site Access Survey for the City of Haverhill
Open Space and Recreation Plan
Haverhill, MA 01830

Portland Street Playground
Haverhill, MA 01830

The Portland Street Park is comprised of: one baseball court, and a tot lot.
James Lyons, ADA Consultant, completed an ADA self-evaluation on May

25, 2012. We have completed an Americans with Disability Act (ADA) Self-evaluation and Transition Plan at the Portland Street Playground.

The park is listed in good condition, and the ADA consultants were impressed with much of the ADA compliance at the site. In fact, The City and The Human Services/ Recreation Department have provided some ADA improvements at The Portland Street playground. In our opinion the following issues and remaining accessibility were found:

Accessible Parking-There is no HP van space or van accessible sign. The ADA Access Guidelines (ADAAG) require-One space should be a "Van Accessible" space 8 foot wide with an 8-foot access aisle and van accessible sign. We recommend that one designated accessible (or HP) parking space be striped on the street as part of The ADA Transition Plan.

James Lyons, ADA Consultant

Americans With Disabilities Act (ADA) Self Evaluation
OPEN SPACE AND RECREATION PLAN
ADA FACILITIES INVENTORY

Activity: ADA Self Evaluation and Transition Plan:
Facility: Riverside Park

9. Location: Riverside Park
ADA Self-Evaluation
5/25/12

Americans with Disabilities Act-ADA
Self-Evaluation/Site Access Survey for the City of Haverhill
Open Space and Recreation Plan
Haverhill, MA 01830

Riverside Park
Lincoln Avenue
Haverhill, MA 01830

Riverside Park is a multi-purpose park that includes 5 baseball diamonds, 5 softball diamonds, mile-long walking path, snack bar facilities, bathroom facilities, 3 basketball courts, street hockey area, carry-top boat ramp, 2 tot-lots, 1 handicapped swing set, 2 parking lots, volleyball court, picnic benches, skating area, 2 horseshoe pits, and 4 tennis courts. James Lyons, ADA Consultant, completed an ADA self-evaluation on May 25, 2012. We have completed an Americans with Disability Act (ADA) Self-evaluation and Transition Plan. The ADA requirements for The Park is that it be operated in such a way that, when viewed in its entirety, the school is readily accessible to, and useable by people with disabilities. The ADA is the program accessibility standard this refers to, and it is one of the most important concepts in ADA compliance. Also, the park has been brought into compliance with the ADA as well as Commonwealth of Massachusetts Architectural Access Boards regulations (521 CMR). We appreciate the hospitality of Vinny Ouellette, Human Services/Recreation Department Director who assisted us with setting up the access survey today.

The park is listed in good condition, and the ADA consultants were impressed with much of the ADA compliance at the site. In fact, The City and The Human Services/ Recreation Department have provided some ADA improvements at the site. In our opinion the following issues and remaining accessibility were found:

Accessible Parking-There is no HP van space or van accessible sign. The ADA Access Guidelines (ADAAG) require-One space should be a "Van Accessible" space 8 foot wide with an 8-foot access aisle and van accessible sign. We recommend that one designated accessible (or HP) parking space be striped on the street as part of The ADA Transition Plan.

The new unisex restroom does have the raised-lettering/Braille signs, and the City has added two more restrooms for the park. These restrooms are in full compliance with grab bars, raised toilet seat, sink, and paper dispensers. An excellent job was done on the new restroom. The older restrooms need two raised-letter/Braille signs one for the Ladies, and one for the mens

rooms. The park should, in my opinion add one accessible picnic table. The park also needs three more accessible parking spaces installed, and the front, and rear entrances.

Thank You,

James Lyons
Community Development Director
Northeast Independent Living Program, Inc.
Northeast ADA Consultants
20 Ballard Road,
Lawrence, MA 01843,
James Lyons, ADA Consultant

Americans With Disabilities Act (ADA) Self Evaluation
OPEN SPACE AND RECREATION PLAN
ADA FACILITIES INVENTORY

Activity: ADA Self Evaluation and Transition Plan:
10. Facility: Riverside Playground (Zins Park)

ADA Self-Evaluation
6/25/12

Americans with Disabilities Act-ADA
Self-Evaluation/Site Access Survey for the City of Haverhill

Open Space and Recreation Plan
Haverhill, MA 01830
Riverside Playground (Zins Park)
Haverhill, MA 01830

The Riverside Playground is comprised of: one bench, and a monument. James Lyons, ADA Consultant, completed an ADA self-evaluation on May 25, 2012. We have completed an Americans with Disability Act (ADA) Self-evaluation and Transition Plan. The ADA requirements for The Playground is that it be operated in such a way that, when viewed in its entirety, it is readily accessible to, and useable by people with disabilities. The ADA is the program accessibility standard this refers to, and it is one of the most important concepts in ADA compliance. Also, the playground has been brought into compliance with the ADA as well as Commonwealth of Massachusetts Architectural Access Boards regulations (521 CMR). We appreciate the hospitality of Vinny Ouellette, Human Services/Recreation Department Director who assisted us with setting up the access survey today.

The park is listed in excellent condition, and the ADA consultants were impressed with much of the ADA compliance at the site. In fact, The City and The Human Services/ Recreation Department have provided some ADA improvements at The site. In our opinion the following issues and remaining accessibility were found:

Accessible Parking-There is no accessible (HP) van space nor 5' above ground van accessible sign. The ADA Access Guidelines (ADAAG) require-One space should be a "Van Accessible" space 8 foot wide with an 8-foot access aisle and van accessible sign. We recommend that one designated accessible (or HP) parking space be striped on the street as part of The ADA Transition Plan.

11. Americans With Disabilities Act (ADA) Self
Evaluation OPEN SPACE AND RECREATION PLAN
ADA FACILITIES INVENTORY

Activity: ADA Self Evaluation and Transition Plan:
11. Facility: Rocks Village Playground

ADA Self-Evaluation
6/25/12

Americans with Disabilities Act-ADA
Self-Evaluation/Site Access Survey for the City of Haverhill
Open Space and Recreation Plan
Haverhill, MA 01830
Rocks Village Playground
Haverhill, MA 01830

Rocks Village Playground is no longer used as a children's play area.
The playground was listed in good/poor condition, therefore The City has
closed it. As such, there is no requirement for an ADA Transition Plan
unless the playground is re-opened to the public in the future.

Thank You,

James Lyons
Community Development Director
Northeast Independent Living Program, Inc.
Northeast ADA Consultants
20 Ballard Road,
Lawrence, MA 01843,
James Lyons, ADA Consultant

12. Americans With Disabilities Act (ADA) Self
Evaluation OPEN SPACE AND RECREATION PLAN
ADA FACILITIES INVENTORY

Activity: ADA Self Evaluation and Transition Plan:
12. Facility: Smiley School Playground

Location: 969 Main Street
ADA Self-Evaluation
6/25/12

Americans with Disabilities Act-ADA
Self-Evaluation/Site Access Survey for the City of Haverhill
Open Space and Recreation Plan
Haverhill, MA 01830
Smiley School Playground
969 Main Street
Haverhill, MA 01830

The **Smiley School** Playground is comprised of play equipment, and no development (a small open grassy field). James Lyons, ADA Consultant, completed an ADA self-evaluation on May 25, 2012. We have completed an Americans with Disability Act (ADA) Self-evaluation and Transition Plan. The ADA requirements for The Playground is that it be operated in such a way that, when viewed in its entirety, the playground is readily accessible to, and useable by people with disabilities.

The playground is listed in good condition, and the ADA consultants were impressed with much of the ADA compliance at the site. In our opinion the following issues and remaining accessibility were found:

All means of entry to the play equipment, as well as the field are flat, and currently accessible. No needs were found at this site at this time. In the event that upgrades, refurbishments, increased play usage, or additions are made to the children's play equipment, The Mass AAB, and the ADAAG 2010 Standards for Accessible design would apply. In the event of a request for a reasonable accommodation in the play equipment is made in the future by a parent, or other interested person, The City of Haverhill, ADA Policies and procedures should be engaged, and followed.

Thank You,

James Lyons
Community Development Director
Northeast Independent Living Program, Inc.
Northeast ADA Consultants
20 Ballard Road,
Lawrence, MA 01843
James Lyons, ADA Consultant

13. Americans With Disabilities Act (ADA) Self Evaluation OPEN SPACE AND RECREATION PLAN **ADA FACILITIES INVENTORY**

Activity: ADA Self Evaluation and Transition Plan:
13. Facility: Swasey Playfield

Location: **Blaisdell Street**
ADA Self-Evaluation

5/25/12

**Open Space and Recreation Plan
Haverhill, MA 01830
Swasey Playfield
Haverhill, MA 01830**

James Lyons, ADA Consultant, completed an ADA self-evaluation at Swasey Playfield on May 25, 2012. Swasey Playfield is comprised of 2 little league diamonds, a major league diamond, a basketball court, and a tot lot. We have completed an Americans with Disability Act (ADA) Self-evaluation and Transition Plan. The ADA requirement for the site is that it be operated in such a way that, when viewed in its entirety, the services offered are readily accessible to, and useable by people with disabilities. The ADA is the program accessibility standard this refers this to, and it is one of the most important concepts in ADA compliance. Also, the fields have essentially been brought into compliance with the ADA as well as Commonwealth of Massachusetts Architectural Access Boards regulations (521 CMR).

The playfield is listed in fair condition, and the ADA consultants were impressed with much of the ADA compliance at the site. In fact, The City and The Human Services/ Recreation Department have provided some exemplary ADA improvements at this wonderful site. The field is nicely maintained by the Haverhill Department of Public Works (HDPW).

For example, The Accessible unisex Restroom: A very nice job was done on the installation of the accessible outdoor restroom that has been already installed (in 2010). This facility was built by The City in partnership with the PARC Program funding. Since this playfield has an adapted unisex restroom, and we found a few violations that can readily be fixed. First, we found that the unisex restroom has two sets of grab bars installed correctly on the back, and side of the accessible toilet. The door opening pressure is perfect, and has been adjusted to the required 5 lbs opening pressure. Additionally, this restroom has the required Braille/ raised-lettered signage, the door handle is accessible. i.e. operable with a closed fist. The ADA Accessibility Guidelines (ADAAG) Section 4.13.9 requires that -operating devices on an accessible door shall have a shape that is easy to grasp with one hand. The City has accomplished these requirements. Over the next two years, the City plans to improve the park to an even greater degree by rebuilding the senior league baseball diamond, as well as the basketball

courts, and the parking lot. The perimeter walking path will be rebuilt ,and provided with an accessible graded stone pack surface. The excellent plan also includes installing a water spray park, installing a new fully accessible entrance, new slides and ladders, additional accessible play equipment, ball field bleachers, and infields at each of the basketball fields. When the equipment is installed, NILP is very pleased to assist with ensuring the following ADA Accessibility Guidelines (ADAAG) that apply: **240.2 Play Components.** Where provided, *play components* shall comply with 240.2. **240.2.1 Ground Level Play Components.** *Ground level play components* shall be provided in the number and types required by 240.2.1. *Ground level play components* that are provided to comply with 240.2.1.1 shall be permitted to satisfy the additional number required by 240.2.1.2 if the minimum required types of *play components* are satisfied. Where two or more required *ground level play components* are provided, they shall be dispersed throughout the *play area* and integrated with other *play components*.

Advisory 240.2.1.2 Additional Number and Types. Where a large play area includes two or more composite play structures designed for the same age group, the total number of elevated play components on all the composite play structures must be added to determine the additional number and types of ground level play components that must be provided on an accessible route.

Advisory 240.2.2 Elevated Play Components. A double or triple slide that is part of a composite play structure is one elevated play component. For purposes of this section, ramps, transfer systems, steps, decks, and roofs are not considered elevated play components. Although socialization and pretend play can occur on these elements, they are not primarily intended for play.

Some play components that are attached to a composite play structure can be approached or exited at the ground level or above grade from a platform or deck. For example, a climber attached to a composite play structure can be approached or exited at the ground level or above grade from a platform or deck on a composite play structure.

We utilized the Department of Justice – The 2010 ADA Standards for Accessible Design): Titles II and III – 101 to assist us with this ADA self-evaluation.

ADA CHAPTER 2: SCOPING REQUIREMENTS AMERICANS WITH DISABILITIES ACT: SCOPING

Accessible means of entry shall comply with sloped entries complying with 1009.3.

Advisory 240.2.2 Elevated Play Components (Continued). Play components that are attached to a composite play structure and can be approached from a platform or deck (e.g., climbers and overhead play components) are considered elevated play components. These play components are not considered ground level play components and do not count toward the requirements in 240.2.1.2 regarding the number of ground level play components that must be located on an accessible route. At this time, the entrance to the field is not accessible due to steel/wooden posts and a flower pot in the center of the entrances. The chain link fence does not have an accessible door gate. We recommend (as planned over the course of the next two years, the installation of a new accessible 36 inch wide door entranceway. ***The inaccessible Entrances:***

- There are no signs showing where accessible entrances are located. ADAAG Section 04.1.2 (7) (c) requires that inaccessible entrances shall have directional signage to indicate the route to the nearest accessible entrance. I also recommend that three signs be posted at the inaccessible entrances.

The ADAAG 4.13.5 states that- entrances shall have a minimum clear opening of 32 inches so that a person using a wheelchair can readily gain entrance to the field. There are currently no above ground accessible (HP) parking spaces at the Swasey Field, I recommend that 2 be added during phase One of the renovation project. There are no other ADA needs identified at Swasey Playfield.

Americans With Disabilities Act (ADA) Self Evaluation
OPEN SPACE AND RECREATION PLAN
ADA FACILITIES INVENTORY

Activity: ADA Self Evaluation and Transition Plan:

14. Facility: Tilton School Playground

Location: **70 Grove Street**

ADA Self-Evaluation

6/25/12

Americans with Disabilities Act-ADA
Self-Evaluation/Site Access Survey for the City of Haverhill
Open Space and Recreation Plan

Tilton School Playground

70 Grove Street

Haverhill, MA 01830

The Tilton School Playground is comprised of: a basketball court. James Lyons, ADA Consultant, completed an ADA self-evaluation on June 25, 2012. We have completed an Americans with Disability Act (ADA) Self-evaluation and Transition Plan. The ADA requirements for The Playground is that it be operated in such a way that, when viewed in its entirety, the school is readily accessible to, and useable by people with disabilities. The ADA is the program accessibility standard this refers to, and it is one of the most important concepts in ADA compliance.

The playground is listed in poor condition with no development. In our opinion the following issues and remaining accessibility were found:

Accessible Parking-There are a total of three HP van spaces with above ground accessible signs available. Two of these are on the street, and one full van accessible space is available in the school parking lot. The ADA Access Guidelines (ADAAG) require-One space should be a "Van

Accessible” space 8 foot wide with an 8-foot access aisle and van accessible sign.

- There are no other ADA needs identified at the Playground.

Americans With Disabilities Act (ADA) Self Evaluation OPEN SPACE AND RECREATION PLAN **ADA FACILITIES INVENTORY**

Activity: ADA Self Evaluation and Transition Plan:

15. Facility: 12th Avenue Playground

Location: 12th Avenue

ADA Self-Evaluation

5/25/12

Americans with Disabilities Act-ADA Self-Evaluation/Site Access Survey for the City of Haverhill Open Space and Recreation Plan 12th Avenue Playground Haverhill, MA 01830

The 12th Avenue Playground is comprised of: 1 baseball diamond, two tennis courts, a basketball court, and one tot lot. James Lyons, ADA Consultant, completed an ADA self-evaluation on May 25, 2012. We have completed an Americans with Disability Act (ADA) Self-evaluation and Transition Plan. The ADA requirements for the playground is that it be operated in such a way that, when viewed in its entirety, the school is readily accessible to, and useable by people with disabilities. The ADA as the program accessibility standard refers this to, and it is one of the most important concepts in ADA compliance. Also, the playground has been brought into compliance with the ADA as well as Commonwealth of Massachusetts Architectural Access Boards regulations (521 CMR). We appreciate the hospitality of Vinny Ouellette, Human Services/Recreation Department Director who assisted us with setting up the access survey today.

The playground is listed in good-excellent condition, and the ADA consultant was impressed with much of the ADA compliance at the site. In fact, The City and The Human Services/ Recreation Department have provided some ADA improvements at The Twelfth Street playground. In our opinion the following issues and remaining accessibility need was found:

Accessible Parking-There is no HP van space or van accessible sign. The ADA Access Guidelines (ADAAG) require-One space should be a "Van Accessible" space 8 foot wide with an 8-foot access aisle and van accessible sign. We recommend that one designated accessible (or HP) parking space be striped on the street as part of The ADA Transition Plan.

The playground entrance is not accessible due to posts in the center. The chain link fence does not have an accessible door gate. We recommend the installation of a new accessible 36 inch wide door entranceway.

- ADAAG 4.13.5 states that- entrances shall have a minimum clear opening of 32 inches so that a person using a wheelchair can readily gain entrance to the playground. There are no other ADA needs identified at the Playground.



12th Avenue Playground
Americans with Disabilities Act-ADA

Self-Evaluation/Site Access Survey for the City of Haverhill
Open Space and Recreation Plan
Haverhill, MA 01830

Americans With Disabilities Act (ADA) Self Evaluation
OPEN SPACE AND RECREATION PLAN
ADA FACILITIES INVENTORY

Activity: ADA Self Evaluation and Transition Plan:
16. Facility: Union Street Playground

Location: Union Street
ADA Self-Evaluation
5/25/12

Americans with Disabilities Act-ADA
Union Street Playground
Haverhill, MA 01830

The Union Street Playground is closed. As such, there is no requirement for an ADA Transition Plan unless the playground is re-opened to the public in the future.

Americans With Disabilities Act (ADA) Self Evaluation
OPEN SPACE AND RECREATION PLAN
ADA FACILITIES INVENTORY

Activity: ADA Self Evaluation and Transition Plan:
17. Facility: Veterans Memorial Skating Arena

Location: **229 Brook Street**
ADA Self-Evaluation
6/14/12

Americans with Disabilities Act-ADA
Self-Evaluation/Site Access Survey, City of Haverhill
Open Space and Recreation Plan
Haverhill, MA 01830
Veterans Memorial Skating Arena
Haverhill, MA 01830

The **Veterans Memorial Skating Arena** is comprised of: a large skating rink, and three meeting rooms. James Lyons, ADA Consultant, completed an ADA self-evaluation on May 25, 2012. We have completed an Americans with Disability Act (ADA) Self-evaluation and Transition Plan. The ADA requirements for the skating arena is that it be operated in such a way that, when viewed in its entirety, the school is readily accessible to, and useable by people with disabilities. The ADA as the program accessibility standard refers this to, and it is one of the most important concepts in ADA compliance. Also, the playground has been brought into compliance with the ADA as well as Commonwealth of Massachusetts Architectural Access Boards regulations (521 CMR). We appreciate the hospitality of Vinny Ouellette, Human Services/Recreation Department Director who assisted us with setting up the access survey today.

The arena is listed in good condition, and the ADA consultants were impressed with much of the ADA compliance at the site. In fact, The City and The Human Services/ Recreation Department have provided some ADA improvements at The Veterans Memorial Skating Arena. It is a state-owned facility managed by the city of Haverhill that Provides programming which

includes high school hockey, youth hockey, figure skating club, public skating and Special Olympics programs.

In our opinion the following issues and remaining accessibility were found:

In our opinion the following specific ADA issues were found and we recommend they be addressed:

The entrance doors opening pressure measured 11 pounds pressure. This was established following a consistent finding during four measurements taken.

The ADA Access Guidelines (ADAAG), Section 26.8.1 requires that: "The maximum force for pushing or pulling open a door shall be as follows: - **Interior hinged doors: 5lbs."**

NILP SITE RECOMMENDATION: That both doors' opening pressures be adjusted to 5 lbs. opening pressure.

Also pertinent is: The ADAAG, Section 26.9 that requires: "If the door has a closer, then the sweep period of the closer shall be adjusted so that from an open position of 90 degrees, the door will take *at least six seconds to close.*"

The entrance door closing speed measured 3.5 seconds. This was established following a consistent finding during four measurements taken.

NILP SITE RECOMMENDATION: That the closing speed on both doors be adjusted to six seconds closing time. A raised letter/Braille *sign* is needed on the accessible stall of both the Ladies, as well as the Men's rooms.

Thank You,

James Lyons
Community Development Director
Northeast Independent Living Program, Inc.
Northeast ADA Consultants
20 Ballard Road,

18. Americans With Disabilities Act (ADA) Self
Evaluation OPEN SPACE AND RECREATION PLAN
ADA FACILITIES INVENTORY

Activity: ADA Self Evaluation and Transition Plan:
18. Facility: Walnut Square Playground

Location: **645 Main Street**
ADA Self-Evaluation
5/25/12

Americans with Disabilities Act-ADA
Self-Evaluation/Site Access Survey for the City of Haverhill
Open Space and Recreation Plan
Haverhill, MA 01830

Walnut Square Playground
Haverhill, MA 01830

The Walnut Square Playground is comprised of a tot lot with no development, and is listed in good condition with some asphalt surface. James Lyons, ADA Consultant, completed an ADA self-evaluation on May 25, 2012. We have completed an Americans with Disability Act (ADA) Self-evaluation and Transition Plan. The ADA requirements for the site is that it be operated in such a way that, when viewed in its entirety, the school is readily accessible to, and useable by people with disabilities. The ADA as the program accessibility standard refers this to, and it is one of the most important concepts in ADA compliance. Also, the playground has been brought into compliance with the ADA as well as Commonwealth of Massachusetts Architectural Access Boards regulations (521 CMR).

The park is listed in good condition, and the ADA consultants were impressed with much of the ADA compliance at the site. In fact, The City and The Human Services/ Recreation Department have provided some ADA improvements at the site. In our opinion the following issues and remaining accessibility were found:

Accessible Parking-There is no HP van space or van accessible sign. The ADA Access Guidelines (ADAAG) require-One space should be a "Van Accessible" space 8 foot wide with an 8-foot access aisle and van accessible sign. We recommend that one designated accessible (or HP) parking space be striped on the street as part of The ADA Transition Plan.

The entrance is not accessible due to the presence of four metal fence poles at the entrance that make the entrance only 19 " wide. A person using a wheelchair is unable to get into the park because the chain link fence posts are in the way. The poles were installed apparently to prevent motorized vehicles from entering the park and prevents damages caused by such inappropriate actions. In order to be accessible, the entrance needs to be made 36" wide.

The chain link fence does not have an accessible door gate. We recommend the installation of a new accessible 36 inch wide door entranceway equipped with a swing-open chain link door.

- ADAAG 4.13.5 states that- entrances shall have a minimum clear opening of 32 inches so that a person using a wheelchair can readily gain entrance to the playground. There are no other ADA needs identified at the Walnut Square Playground

Thank You,

James Lyons
Community Development Director
Northeast Independent Living Program, Inc.
Northeast ADA Consultants

**19. Americans With Disabilities Act (ADA) Self
Evaluation OPEN SPACE AND RECREATION PLAN
ADA FACILITIES INVENTORY**

Activity: ADA Self Evaluation and Transition Plan:
19. Facility: Winnekenni Park

Location: **347 Kenoza Avenue**
ADA Self-Evaluation
7/9/12

**Americans with Disabilities Act-ADA
Self-Evaluation/Site Access Survey for the City of Haverhill
Open Space and Recreation Plan
Haverhill, MA 01830
Winnekenni Park
Haverhill, MA 01830**

James Lyons, ADA Consultant, completed an ADA self-evaluation on July 9, 2012. We have completed an Americans with Disability Act (ADA) Self-evaluation and Transition Plan. The ADA requirements for the site is that it be operated in such a way that, when viewed in its entirety, the Winnekenni is readily accessible to, and useable by people with disabilities. The ADA is the program accessibility standard this refers to, and it is one of the most important concepts in ADA compliance. Also, the playground has been brought into compliance with the ADA as well as Commonwealth of Massachusetts Architectural Access Boards regulations (521 CMR). We appreciate the hospitality of Vinny Ouellette, Human Services/Recreation Department Director who assisted us with setting up the access survey today.

One of Haverhill's most picturesque parks, this Facility includes three tennis courts, bathroom facility, walking track, fishing area, sledding and tobogganing area, and tot-lot area.

Dr. James R. Nichols, a local physician and inventor, built the Castle in 1873-1875 as a summer home at this farm which he named Winnekenni. The idea for the

original castle came from England. The Castle was sold to the city in 1895. In 1967, after a fire destroyed the aging building, a group of citizens formed the Winnekenni Foundation, which is still in existence today. Its goal was to completely refurbish the interior of the building, and make it and its surrounding grounds available to the public for cultural and educational events. Interested persons can call the Winnekenni Foundation at 978-521-1686 for castle rental charges and policies. Castle address: 347 Kenoza Ave, Haverhill, MA 01830

The Trails:

There is a convenient map of the Winnekenni walking trails posted on the building, near the tennis courts, at the entrance to the Park. Hiking, jogging, and cross-country skiing are popular activities on the trails. The public is asked to please stay on marked trails so that the land does not become destroyed.

- Castle Trail: The main road is Castle Road, which is what you are driving on when you enter the Park. It continues up the hill to Winnekenni Castle. You can drive on this as far as the Castle (3/5 mile), where it now becomes Castle Trail. There is no parking on Castle Road. From this point, Castle Trail leads down towards the Lake and joins Dudley Porter Trail (2/5 mile).
- Dudley Porter Trail begins on the running track at the Basin and continues along the shore. It leads around Kenoza Lake, and ends on Kenoza Street, across from Northern Essex Community College (NECC) (2 ½ miles).
- Shore Trail branches off the Dudley Porter Trail (after 1 ½ miles on Dudley Porter), and continues north along the Lake where it joins the Dudley Porter Trail at NECC (4/5 mile).
- Plug Pond Trail begins at Castle Parking Area, and heads south to the popular recreation area (2/5 mile). The Merrill Trail begins along Kenoza Street by NECC and continues ½ mile to the back of the Merrill House site.

The park is listed in good condition, and the ADA consultants were impressed with much of the ADA compliance at the site. In fact, The City and The Human Services/ Recreation Department have provided some ADA improvements at the site. In our opinion the following issues and remaining accessibility were found:

Accessible Parking-There is no HP van space or van accessible sign. The ADA Access Guidelines (ADAAG) require-One space should be a "Van Accessible" space 8 foot wide with an 8-foot access aisle and van accessible sign. We recommend that one designated accessible (or HP) parking space be striped on the street as part of The ADA Transition Plan.

- There are no other ADA needs identified at the Park.

Thank You,

James Lyons
Community Development Director
Northeast Independent Living Program, Inc.
Northeast ADA Consultants
20 Ballard Road,
Lawrence, MA 01843

Americans With Disabilities Act (ADA) Self Evaluation
OPEN SPACE AND RECREATION PLAN
ADA FACILITIES INVENTORY

Activity: ADA Self Evaluation and Transition Plan:
20. Facility: Wood School Playground

Location: **255 South Spring Street**
ADA Self-Evaluation
5/25/12

Americans with Disabilities Act-ADA
Self-Evaluation/Site Access Survey for the City of Haverhill
Open Space and Recreation Plan
Haverhill, MA 01830
Wood School Playground
255 South Spring Street
Haverhill, MA 01830

The Wood School Playground is comprised of: two little League diamonds, a skate board park, as well as one basketball court. James Lyons, ADA Consultant, completed an ADA self-evaluation on May 25, 2012. We have completed an Americans with Disability Act (ADA) Self-evaluation and Transition Plan. The ADA requirement for the site is that it be operated in such a way that, when viewed in its entirety, the services offered are readily accessible to, and useable by people with disabilities. The ADA as the

program accessibility standard refers this to, and it is one of the most important concepts in ADA compliance. Also, the playground has been brought into compliance with the ADA as well as Commonwealth of Massachusetts Architectural Access Boards regulations (521 CMR).

The playground is listed in good condition, and the ADA consultants were impressed with much of the ADA compliance at the site. In fact, The City and The Human Services/ Recreation Department have provided some ADA improvements at this wonderful site. The field is nicely maintained by the Haverhill Department of Public Works (HDPW). In our opinion there are no ADA issues nor any remaining accessibility needs found. James Lyons

21. Americans With Disabilities Act (ADA) Self Evaluation
OPEN SPACE AND RECREATION PLAN
ADA FACILITIES INVENTORY

Activity: ADA Self Evaluation and Transition Plan:

21. Facility: Crystal Gorge Conservation Area

Location: **Crystal Street**

ADA Self-Evaluation

5/25/12

Americans with Disabilities Act-ADA
Self-Evaluation/Site Access Survey for the City of Haverhill
Crystal Gorge Conservation Area
Haverhill, MA 01830

The Crystal Gorge Conservation Area is comprised of: a series of inter-connecting hiking trails, and is open to the public for hiking, biking, nature study, photography, cross-country skiing, snow shoeing, mountain biking and bird watching and other activities that do not damage the land. James Lyons, ADA Consultant, completed an ADA self-evaluation on May 25, 2012. We have completed an Americans with Disability Act (ADA) Self-evaluation and Transition Plan. The ADA requirement for the site is that it be operated in such a way that, when viewed in its entirety, the services offered are readily accessible to, and useable by people with disabilities. The ADA as the program accessibility standard refers this to, and it is one of the most important concepts in ADA compliance. Also, the playground has been brought into compliance with the ADA as well as Commonwealth of Massachusetts Architectural Access Boards regulations (521 CMR).

The Conservation Area is listed in good condition, and the ADA consultants were impressed with much of the ADA compliance at the site.

The Crystal Gorge Conservation Area is located on Haverhill's western border between Crystal Street and the Atkinson, N.H. town line. The entire area comprises 65.5 acres of hilly and somewhat rocky woodlands. This Conservation Area was created in 2000 when the City purchased

46.5 acres from a private landowner with matching funds provided through a Commonwealth of Massachusetts Cooperative Conservation Grant. These 46.5 acres were combined with an existing 19 acres of City land to create the entire 65.5 acres.

As I explored the trails in the area I will noted the numerous old stonewalls that indicate that the area had historically been used as pastureland in past centuries.

The Crystal Gorge area is located within the Crystal Lake watershed which is a source of our City's drinking water - supply. Throughout the woodlot are numerous small streams, wetlands and vernal pools that weave between the rocky ledges that are so prominent here. The largest of these ledge areas form a unique geologic feature we refer to as Crystal Gorge. These steep-sided rock outcroppings of ledge provide an outstanding area to sit and enjoy the views and wildlife of the stream area that runs through the Gorge.

The woods, streams and vernal pools in the area provide excellent habitat to support a diverse population of wildlife such as porcupine, fisher, mink, spotted salamanders, wood frogs, spotted turtles, and pileated woodpeckers. For these reasons, I cannot recommend hard packing, nor paving the area at this time. To attempt to provide an accessible slope or parking area would, in my opinion, alter the basic nature of the program, and result in it no longer being conservation areas.

However, The Crystal Gorge Conservation Area is accessible from the parking lot located on the north side of Crystal Street. I obtained a wonderful trail guide from the box located on the main entrance sign and I stayed on the cleared trails as I explored the area.

The topography of the land, in my opinion, is essentially in compliance at this time.

ADAAG 4.13.5 states that- entrances shall have a minimum clear opening of 32 inches so that a person using a wheelchair can readily gain entrance to the site. This has been accomplished here, and in our opinion there are no ADA issues nor any remaining accessibility needs found. James Lyons, ADA Consultant

**Americans with Disabilities Act (ADA)
GRIEVANCE PROCEDURE**

**CITY OF HAVERHILL, MA
ADA GRIEVANCE PROCEDURE
Addendum**

(Adopted pursuant to the Americans with Disabilities Act) 23 CFR Part 35

Purpose:

This procedure was developed by the city. It is to ensure a prompt and equitable resolution of complaints by any Employee, Applicant, Service Recipient or Member of the General Public that she/he or a specific class of individuals has been subjected to discrimination on the basis of disability by the City of Haverhill, MA. Any Grievant may, by her or himself, file a complaint under 23 CFR Part 35 with a Federal Agency or the City within 180 days of the date of the alleged discrimination, unless the time for filing is extended by the City or Federal Agency for good cause.

A grievance may be brought by any City Employee, Applicant, Service Recipient or Member of the

General Public. Only the Grievant shall have official standing; that is, the grievance must be brought directly by the Grievant seeking redress or remedy, unless the Grievant is unable, because of a disability, to represent her/himself. However, the Grievant may be accompanied at any meeting or hearing by other family members or friends, not to exceed two (2), if she/he desires.

However, such others have no standing in this procedure and their participation may be limited at the discretion of the hearing officer.

The grievance policy does not supplant any provision of an existing collective bargaining agreement with an employee representation group. Any grievance processed (or in process) under the terms of collective bargaining agreement may not be submitted through this ADA Grievance Procedure.

Procedure:

This procedure has been structured to try to resolve problems at the operating level; that is, at the level of the department or agency that would be responsible for implementing any action resulting from the grievance.

Step 1- Department Level:

The Grievant shall first attempt to resolve the complaint at the level of the department exercising jurisdiction; i.e. with responsibility for the action, program, or service at issue. This grievance may be oral or written, and shall be submitted to the Department Head (or designee), who shall meet with the Grievant as necessary.

The Department Head shall notify the ADA Coordinator upon receipt of the grievance. The Department Head shall issue a written finding, with copies to the Grievant and to the ADA Coordinator, within twenty (20) working days of submission of the grievance.

Step 2 - (ADA Coordinator) If the complaint is not resolved to the satisfaction of the Grievant, or if the Department Head lacks authority or jurisdiction, the Grievant may submit the grievance to the ADA Coordinator.

Said submission must be in writing and filed within ten (10) working days of the finding of the Department Head. The ADA Coordinator (or designee) shall meet with the Grievant and shall issue a written finding within twenty (20) working days of

submission of the Step 2 grievance and shall provide a copy of the finding to the Grievant.

Step 3 - The City Manager

If the complaint is not resolved to the satisfaction of the Grievant, she/he may submit the grievance to the City Manager. Said submission must be in writing and filed within ten (10) working days of the findings of the ADA Coordinator.

The City Manager (or designee) shall meet with the Grievant and shall issue a written finding within twenty (20) working days of the submission of the step 3 grievance and shall provide a copy of the finding to the Grievant.

Note:

Any decision or recommendation that requires approval of actions or commitment of funds beyond the level of normal departmental authority must be submitted by the ADA Coordinator to the appropriate Board or Commission, together with his recommendation for action. Said Board or Commission must approve the recommendation prior to implementation, and must seek any necessary funding from the City Meeting. Haverhill Disability Commission on Disability:

The Department Head and ADA Coordinator may refer a grievance or complaint or any part thereof to the Disability Commission for advice and for technical assistance and support on a formal or informal basis.

Actions for the City of Haverhill, MA to implement as mandated by the Americans with Disabilities Act (ADA):

Requirement 1:

23 CFR Part 35.105

Establishes a requirement (based on the Section 504 regulations) that a public entity evaluate current policies and practices to identify and correct any that are not subject to the provisions of 504. This evaluation must be on file and available for public inspection for three (3) years.

Requirement 2:

23 CFR Part 35.107

Requires public entities of more than 50 employees to designate a responsible employee and adopt grievance procedures.

Requirement 3:

23 CFR Part 35.170
Details the Complaint Procedure.

City of Haverhill, MA
City Hall
Haverhill, MA 01821-3050

**COMPLAINT FORM
FOR VIOLATIONS OF THE AMERICANS
WITH DISABILITES ACT**

1. Name: _
(last) (First) (Middle Initial)
Street Address:
City and State: Zip Code:
Telephone Number:

In the event the City is unable to locate you to discuss this complaint, please provide the following information concerning a person who can contact you:

Name: _
Street Address: . _
City and State: Zip Code:
Telephone Number

Who or what do you allege has violated requirements of the Americans with

Disabilities Act:

Name: _

Street Address:

City and State:

Zip Code:

Department/Organization/Unit:

Program:

Individual:

State or local government agency:

Yes No

If yes, name of agency:

Month: _____ Day: _____ Year:

If not, do you intend to file with another agency:

Yes ____ No ____

If yes, name of agency:

Street Address:

City and State: _____ Zip Code:

Have you pursued resolution of your complaint through the internal grievance procedure at your institution?

Yes---- No

(Note: It is not required that you pursue your complaint through your institution's internal grievance procedure.)

If yes, what is the statue of your complaint in this grievance procedure?

In order to determine if you have filed a complaint in a timely manner, the following is requested:

- (a) On what date and times was a violation/discriminatory act noted:

Describe in detail the alleged discriminatory conduct or actions. If more space is required to answer this or any other question on this form, attach additional sheets. (NOTE: In describing discriminatory conduct, it will be helpful if you could provide information as to other persons allegedly treated in the same manner, non-handicapped persons treated differently; has the institution given an explanation for its actions or conduct.)

Submit any written materials, dates, documents, etc. which you think are relevant to this complaint.

(Signature) (Date)

INFORMATION SHEET
THE AMERICANS WITH DISABILITY ACT OF
1990

FACT SHEET

OBJECTIVE:

Furthers the goal of full participation for persons with disabilities by giving civil rights protection to these individuals. It guarantees equal opportunity for these individuals in (1) employment, (2) public accommodations; (3) transportation, (4) state and local government services and (5) telecommunications.

(1) Employment:

- Employers with 25 or more employees must comply, effective 26 July 1992.
- Employers with 15-24 employees must comply, effective 26 July 1994.
- Complaints may be filed with the United States Equal Employment Opportunity Commission.

(2) Public Accommodations: Title III}

Effective 26 January 1992 - Public accommodations such as restaurants, hotels, theaters, doctors offices, pharmacies, retail stores, museums, libraries, parks,

private schools and daycare centers may not discriminate.

Private clubs and religious organizations are exempt. Reasonable changes must be made in policies, practices and procedures to avoid discrimination.

Elevators are generally not required in buildings under three stories or with fewer than 3,000 square feet per floor, unless the building is a shopping center, mall or professional office of a health care provider.

Individuals May:

(a) Bring lawsuits to obtain court orders to stop discrimination, but money damages cannot be awarded or

(b) Can file complaints with the U.S. Attorney General who may file lawsuits to stop discrimination and obtain money damages and penalties~.

(3) Transportation:

Public Bus/Rail: New buses and/or rail vehicles, ordered after 26 August 1990, must be accessible.

Private Bus Vans: New over-the-road buses ordered on or after 26 July, 1996 (July 26, 1997 for small companies).

Note: After completion of a study, the president may extend this deadline by one year, if appropriate. Individuals may file complaints with the U.S.

Attorney General or bring private lawsuits under the public accommodations procedures.

(4) State and Local Government Operations: (Title II)
State and local governments may not discriminate against qualified individuals. All government facilities, services and communications must be accessible consistent with the requirements of section 504 of the Rehabilitation Act of 1973.

Individuals may file complaints with federal agencies designated by the U.S.

Attorney General or bring private lawsuits.

(5) Telecommunications:

Companies offering telephone services to the general public must offer telephone relay services to individuals who use telecommunication devices for the TTY or similar devices. Individuals may file complaints with the Federal Communications Commission.

For additional information and answers to questions, contact the U.S. Department of Justice:

(202) 514-0301 (Voice) 11:00 AM to 4:00 PM
Eastern Time

(202) 514-0331 (TOO) 11:00 AM to 4:00 PM
Eastern Time

(202) 514-0333 (TOO) 11:00 AM to 4:00 PM
Eastern Time

For copies of the full 90 page Americans with
Disability Act of 1990, at **no** cost, please contact:
U.S. senate Subcommittee on Disability Policy
113 Senate Hart Office Building
Washington, DC 20010.

ELECTED OFFICIAL

Mayor: James J. Fiorentini
E-Mail: mayor@cityofhaverhill.com

NOTICE UNDER THE AMERICANS WITH DISABILITIES ACT

In accordance with the requirements of title II of the Americans with Disabilities Act of 1990, the City of Haverhill will not discriminate against qualified individuals with disabilities on the basis of disability in the City's services, programs, or activities.

Employment: The City does not discriminate on the basis of disability in its hiring or employment practices and complies with all regulations promulgated by the U.S. Equal Employment Opportunity Commission under title I of the Americans with Disabilities Act (ADA).

Effective Communication: The City will generally, upon request, provide appropriate aids and services leading to effective communication for qualified persons with disabilities so they can participate equally in the City's programs, services, and activities, including qualified sign language interpreters, documents in Braille, and other ways of making information and communications accessible to people who have speech, hearing, or vision impairments.

Modifications to Policies and Procedures: The City/County will make all reasonable modifications to policies and programs to ensure that people with disabilities have an equal opportunity to enjoy all City programs, services, and activities. For example, individuals with service animals are welcomed in City offices, even where pets are generally prohibited.

Anyone who requires an auxiliary aid or service for effective communication, or a modification of policies or procedures to participate in a City program, service, or activity, should contact the office of *[name and contact info for ADA Coordinator]* as soon as possible but no later than 48 hours before the scheduled event. The City will not place a surcharge on a particular individual with a disability or any group of individuals with disabilities to cover the cost of providing auxiliary aids/services or reasonable modifications of policy, such as retrieving items from locations that are open to the public but are not accessible to persons who use wheelchairs.

The ADA does not require the City to take any action that would fundamentally alter the nature of its programs or services, or impose an undue financial or administrative burden.

Complaints that a City program, service, or activity is not accessible to persons with disabilities should be directed to:

Vinny Ouellette,
Director
Human Services/Parks & Recreation Department
Haverhill Citizen Center
10 Welcome Street
Haverhill, MA 01830
Telephone: 978-374-2388
Fax: 978-521-2626

**AMERICANS WITH DISABILITIES ACT
PUBLIC NOTICE**

The City of Haverhill does not discriminate on the basis of disability. Citizens, program applicants, participants, members of the general public, employees, job applicants, and others are entitled access to all agency programs, activities, and services without regard to disability.

Copies of this notice are available, upon request, in accessible formats (large print, audiotape, Braille, computer disc, etc.) Our grievance procedure, self-evaluation, as well as ADA policies, practices, and procedures, are readily available, upon request. This notice is posted prominently at all our sites, and on all program brochures and manuals.

The City has designated the following person to coordinate its efforts to comply with the ADA. Inquiries, requests, and complaints should be directed to:

Vinny Ouellette,
Director
Human Services/Parks & Recreation Department
Haverhill Citizen Center
10 Welcome Street
Haverhill, MA 01830
Telephone: **978-374-2388**
Fax: **978-521-2626**
vouellette@cityofhaverhill.com

Reasonable Accommodation Policy

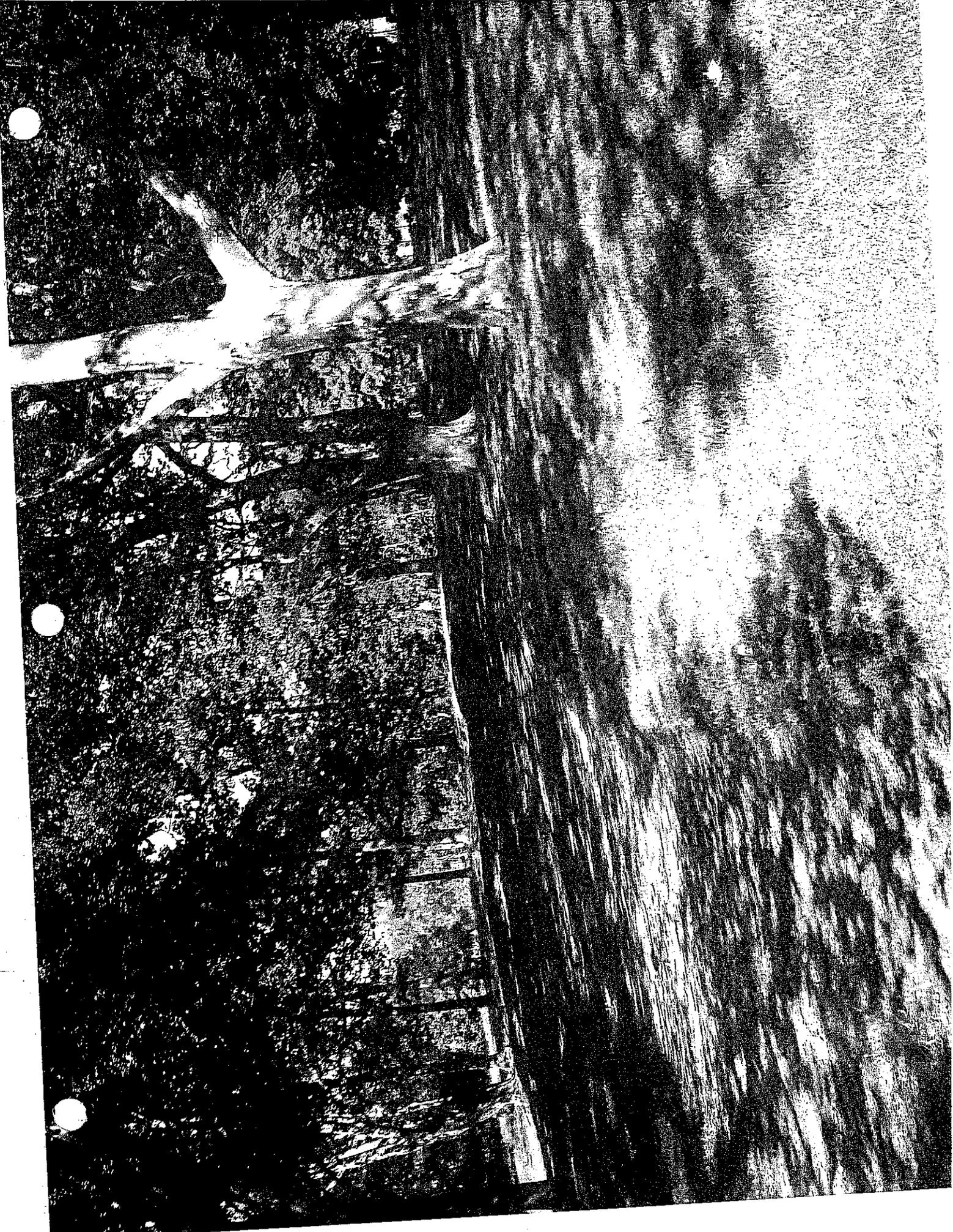
It is the policy of The City that no other qualified individual with a disability shall, solely by reason of his/her disability, be excluded from employment by The City. Employment review and hiring is based on the employee/prospective employee's ability to perform what The City determines to be the essential functions of a job. Further, it is the policy of The City that reasonable accommodations will be made for an otherwise qualified applicant or employee with a disability, unless the The City can demonstrate that the accommodation imposes an undue financial or administrative hardship on the operation of its programs.

Notice of the availability of reasonable accommodations for job applicants will be included in postings and advertisements and will be made available upon request to applicants with disabilities during the pre-employment process if necessary to provide equal opportunity to secure employment at The City.

All prospective employees will be informed at the initial interview that The City does not discriminate on the basis of disability and that requests for reasonable accommodations needed for the performance of essential job functions or for the enjoyment of other benefits of employment should be made by the prospective employees following receipt of a conditional offer of employment, preferably at the post employment offer meeting.

People with disabilities employed by The City may request reasonable accommodations from their immediate supervisor or from the ADA coordinator. Requests for reasonable accommodations should be made verbally and/or in writing describing the nature and purpose of the requested accommodation.

Assistance will be made available upon request to any individual who needs assistance in identifying or documenting the reasonable accommodation needed. The effectiveness of the accommodation and need for modifications or additional accommodations will be assessed during the first month of use of the accommodation.





PORCUPINE



TRAIL





CRYSTAL GORGE CONSERVATION AREA

CITY OF ESTABLISHED
HAVERHILL 1900

CONSERVATION AREA OF THE CITY OF HAVERHILL
CITY OF HAVERHILL, MASSACHUSETTS
COMMISSIONER OF RECREATION AND AMUSEMENTS
HAVERHILL, MASSACHUSETTS

