

TOWN OF WEST BOYLSTON TOWN ADMINISTRATOR 140 WORCESTER STREET WEST BOYLSTON, MA 01583

Town of West Boylston ADA Non-Discrimination Notice

The Town of West Boylston does not discriminate based on disability in its services, programs, or activities.

<u>Employment</u>: The Town of West Boylston does not discriminate based on disability in its hiring or employment practices and complies with the ADA title I employment regulations.

<u>Effective Communication</u>: The Town of West Boylston will, upon request, provide auxiliary aids and services leading to effective communication for people with disabilities, including qualified sign language interpreters, assistive listening devices, documents in Braille, and other ways of making communications accessible to people who have speech, hearing, or vision impairments.

<u>Modifications to Policies and Procedures:</u> The Town of West Boylston will make reasonable modifications to policies and procedures to ensure that people with disabilities have an equal opportunity to enjoy

programs, services, and activities. For example, people with service animals are welcomed in Town offices, even where pets and other animals are prohibited.

<u>Requests</u>: To request an auxiliary aid or service for effective communication, or a modification of policies or procedures contact the ADA Coordinator (listed below) as soon as possible, preferably 14 days before

the activity or event.

<u>Complaints</u>: A grievance procedure is available to resolve complaints: https://www.westboylston-ma.gov/sites/g/files/vyhlif1421/f/uploads/policy_k-7_-_ada_policy_grievance_procedure.pdf

For complaints, comments or concerns, please contact:

West Boylston Town Administrator, ADA Coordinator 140 Worcester Street West Boylston, MA 01583 ada@westboylston-ma.gov (774) 261-4088

Upon request, this notice is available in alternative formats such as large print or Braille.