



Town of Chester Americans with Disabilities Act (ADA) Transition Plan

Draft Framework (2026–2031)

1. Executive Summary

The Town of Chester is committed to ensuring that all residents and visitors, including individuals with disabilities, have equal access to municipal programs, services, activities, facilities, and public rights-of-way.

This ADA Transition Plan establishes a framework for identifying barriers to accessibility and prioritizing corrective actions. The Plan serves as a living document that will be updated periodically as improvements are completed and new needs are identified.

2. Legal Authority

This Plan is developed pursuant to:

- Americans with Disabilities Act of 1990 (ADA), Title II
- ADA Amendments Act of 2008
- Section 504 of the Rehabilitation Act of 1973
- Massachusetts Architectural Access Board Regulations (521 CMR)
- Public Rights-of-Way Accessibility Guidelines (PROWAG)

Municipalities are required to evaluate programs, services, and facilities for accessibility and develop plans to remove identified barriers.

3. ADA Coordinator

The Town shall designate an ADA Coordinator responsible for:

- Receiving accommodation requests
- Investigating accessibility complaints

- Coordinating implementation of this plan
- Maintaining ADA records
- Conducting annual reviews

Massachusetts municipalities are required to designate an ADA Coordinator or assign these responsibilities to an appropriate official.

Assigned To:

- Jason Forgue, Building Inspector

4. Public Participation

The Town will seek input through:

- Public hearings
- Town website notices
- Commission on Disability consultations
- Public comment periods

Public engagement is a standard component of ADA self-evaluation and transition planning.

5. Self-Evaluation Findings

Municipal Buildings

Facilities to be assessed include:

Facility	Preliminary Priority
Town Hall	Medium
Highway Department	Medium
Public Safety Facilities	High
Library	Low
Community Center/Recreation Areas	Medium

Public Rights-of-Way

Areas requiring evaluation:

- Sidewalks

- Curb ramps
- Crosswalks
- Pedestrian signals
- Municipal parking areas

Common Deficiencies

- Missing curb ramps
 - Loose ramp railings
 - Excessive cross slopes
 - Uneven sidewalks
 - Missing detectable warning panels
 - Inaccessible pedestrian crossings
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Programs and Services

Review of:

- Town meetings
- Recreation programs
- Public events
- Online services
- Emergency management communications

Potential improvements:

- Captioning for virtual meetings
 - Alternative-format documents
 - Accessible website content
 - Sign language interpretation upon request
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6. Barrier Removal Priorities

Priority 1 (Years 1–2)

Life-safety and program access improvements:

Town Hall

- Accessible parking upgrades
- Entrance accessibility improvements
- Accessible route signage

Library

- Entrance accessibility review
- Accessible service counters

Website

- WCAG 2.1 AA compliance review
- Accessible PDF conversion

Estimated Budget:
\$10,000–\$25,000

Priority 2 (Years 2–4)

Sidewalk Improvements

Focus areas:

- Downtown Chester
- Municipal parking areas
- Routes connecting public facilities

Improvements:

- New curb ramps
- Sidewalk repairs
- Detectable warning surfaces

Estimated Budget:
\$75,000–\$250,000

Priority 3 (Years 4–6)

Parks and Recreation

Improvements:

- Accessible playground elements
- Accessible picnic areas
- Accessible parking
- Trail accessibility enhancements where feasible

Estimated Budget:
\$5,000–\$10,000

7. Funding Strategy

Potential funding sources include:

- Massachusetts Office on Disability (MOD) Municipal ADA Improvement Grants
 - Community Development Block Grants (CDBG)
 - MassDOT Complete Streets Program
 - Municipal Capital Improvement Program
 - State and Federal Infrastructure Grants
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8. Implementation Schedule

Year	Action
2026	Designate ADA Coordinator and complete self-evaluation
2026–2027	Upgrade Town Hall Fire Station #1 and website accessibility
2027–2028	Improve parking and entrances at municipal facilities
2028–2030	Sidewalk and curb ramp improvements
2030–2031	Parks and recreation accessibility upgrades

9. Grievance Procedure

The Town shall maintain an ADA grievance process that:

- Accepts written or verbal complaints
- Provides timely responses
- Documents investigations
- Offers appeal procedures

Records should be retained for a minimum of three years.

10. Monitoring and Updates

The ADA Coordinator shall:

- Conduct annual progress reviews
 - Update priority lists
 - Report progress to the Select Board
 - Revise the Transition Plan every 3–5 years
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Immediate Next Steps for Chester

1. Conduct a complete self-evaluation of municipal buildings, sidewalks, parks, and programs.
2. Create a facility inventory with photographs and deficiency reports.
3. Hold a public hearing and comment period.
4. Adopt the Transition Plan through the Select Board.
5. Apply for Massachusetts accessibility improvement grants.