

# Town of Auburn, Massachusetts

## Department of Development & Inspectional Services

Julie Jacobson  
Town Manager



Caleb Moody  
ADA Coordinator

## Notice of Rights

In accordance with the requirements of Title II of the Americans with Disabilities Act of 1990 ("ADA"), the Town of Auburn will not discriminate against qualified individuals with disabilities on the basis of a disability in its services, programs, or activities. The Town also 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 ADA.

**Modifications to Policies and Procedures:** The Town will make all reasonable modifications to policies and programs to ensure that persons with disabilities have an equal opportunity to enjoy all of its programs, services, and activities.

**Equal Access to Public Meetings:** All Town-sponsored public meetings and hearings must be held in locations that are accessible to persons with disabilities, including persons who use wheelchairs.

**Effective Communication:** Persons with disabilities who need either: (1) auxiliary aids and services for effective communication, or (2) written materials in alternative formats, or (3) reasonable modifications in policies and procedures, in order to access programs and activities of the Town of Auburn, are invited to make their needs known to program staff or to the Town's ADA Coordinator. Requests should be made as soon as possible but no later than fourteen (14) days before a scheduled event.

The Town 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.

Questions, or requests for additional information may be sent to:

Caleb Moody, ADA Coordinator  
Town Hall, 104 Central Street  
Auburn, MA 01501  
Phone: 508-832-7719  
Fax: 508-832-4219  
[cmoody@town.auburn.ma.us](mailto:cmoody@town.auburn.ma.us)

This notice is provided as required by Title II of the Americans with Disabilities Act (ADA) and by Section 504 of the Rehabilitation Act of 1973. This Notice is available in alternative formats from the ADA Coordinator and is posted in Town buildings and on the Town's website at <https://www.auburnguide.com/>

104 Central Street  
Auburn, MA 01501  
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