

## IV SELF-EVALUATION

The Self-Evaluation which follows will be divided into two sections. The first will describe the existing condition of the service provision of the Town as it relates to the regulations of ADA Title I, or employment issues. The second will describe the existing condition of the service provision of the Town as it relates to Title II, or facilities and program accessibility. The following is a list of individuals who have been consulted with regarding both the building or facility which they are charged to oversee, the program which they are charged to implement, and/or the personnel practice or policy which they are charged to administer:

Mr. Enrico Cappuci, Police Chief  
Mr. William Harriman, Deputy Fire Chief  
Mr. Walter Tomaszuck, D.P.W. Director  
Mr. Kevin McDonald, Building Inspector  
Mr. Donald Beers, Harbormaster  
Mr. Gordon Cushing, Recreation Director  
Mr. Joseph Grady, Conservation Director  
Mr. William Malcolm, Cemetery Director  
Mr. Mickey McGonagle, School Business Director  
Ms. JoAnn Lamothe, Library Director  
Mr. Steve Daley, Golf Director  
Mr. Oliver Woodruff, COA Director

All individuals above served on a Task Force whose charge it was to review and make comments on a draft of this compliance report.

## **A. TITLE I (PERSONNEL)**

### **1. Oversight**

The Town Manager has hiring authority in the Town of Duxbury for all employees not under the jurisdiction of elected officials.

The School's hiring authority is determined by the Education Reform Act which grants hiring responsibility to individual school principals.

### **2. Rules and Regulations**

There does exist a set of personnel rules and regulations for both the Town and the Schools separately. The Town also has adopted a charter at Town Meeting. The school's policies are updated periodically. These personnel rules and the Charter are the only written personnel regulations for non-union employees. Neither the rules and regulations nor the existing union contracts contain any language which discriminates against individuals with disabilities.

### **3. Hiring Practices**

Interview with staff has shown that hiring procedures for the Town are informal and vary according to the position to be filled. Interviews are held by department heads and the Town Manager or the appropriate elected official. Appointments of full time staff are made by the Town Manager and by elected personnel to whom staff report. No standard, written interview questions are used by the Town. A standard application form is used by the Town. There is no written demonstration of any Town practice which discriminates against an individual with a disability.

The Police Department is covered by Civil Service and follows standard Civil Service hiring practices. There exists no evidence, either written or otherwise, that discriminatory practices are employed by the Town in hiring union covered positions.

In the Schools interviews are held by either Principals, Department Heads, or central administrative staff. Hiring practices by the Schools are governed by the Education Reform Act.

Physical examinations are required for all full time hires in the School, and in the Town for all positions which require physical labor.

### **4. Job Descriptions**

Job descriptions for Town positions and School positions provide a high level of detail for duties, responsibilities, and conditions of employment. Existing job descriptions for the Schools contain no language which is discriminatory against individuals with disabilities. With exceptions described in the recommendations in the Transitions Plan, existing job descriptions for the Town contain no language which is discriminatory against individuals with disabilities.

## **5. Work Sites**

Review and assessment of the work sites for all municipal employees was completed. Few work sites could easily accommodate a disabled individual who uses a wheelchair. No specialized office equipment for use by disabled employees currently is owned or used by the Town or Schools, with the exception of telecommunication devices for the deaf (TDDs) at the dispatcher's station in the Police Department, the dispatcher's station in the Fire Department Headquarters, and in the Nurse's Office in the High School. Auxiliary aids such as hearing aids, large print and signers for meetings are available upon request by the Town.

## **B. TITLE II (BUILDINGS, SERVICES, & PROGRAMS)**

Town buildings which are used to provide services and/or programs were surveyed to see if they were in compliance with the ADA regulations. What follows are summaries of the results of those surveys. Included at the back of this report, listed as Addendum #3, is a copy of the full survey form used to complete the review. The survey forms used were those provided as acceptable guidelines by the Massachusetts Office on Disability. Completed survey forms for all buildings are on file in the Office of the Town Manager with the original copy of the full report.

### **BUILDING/FACILITY SUMMARIES**

#### **1. Fire Station Headquarters Tremont Street**

The Fire Station Headquarters building is a two story, three level building which was built in 1967 and extensively renovated in 1988. The building houses the main fire service delivery staff and equipment for the community. The building has been largely renovated to be fully accessible for individuals with disabilities.

Unlike many municipal fire headquarters, this building serves the general public not only for normal fire service and emergency medical services, but also for public meetings. Public meetings are frequently held in the building since it has been modified to be fully accessible.

The building is located at the intersection of two roads. The front of the fire station faces the major of the two roads. There is a main service driveway from the main road which leads to the apparatus bay overhead doors. There is some limited parking for staff off this main driveway. There is an additional parking area to the left side of the building. This parking area is paved and marked for several spaces, two of which have been marked and properly signed as accessible. There is a slightly sloping sidewalk which leads from these two accessible spaces to the front door of the building. There is additional parking, driveways, and gas pumps to the rear of the building. There is a small, separate apparatus bay building to the rear of the building (this building is fully described in item #3 in this report).

The main entrance to the building is accessible. This entrance opens to a foyer which houses the dispatch office. There has been a fold down counter which is available at this dispatch counter. The fold down counter is at an accessible height. To the rear of the foyer are stairs which lead to the second floor of the building. To the left of these stairs is an entrance to a large conference room and a small kitchen area and storage area. There is a rear exit from the conference room to the rear parking area. Off the conference room is an office and a fully accessible rest room. The second floor of this portion of the building is used for administrative offices. Services from these

offices are provided alternatively upon request in the accessible first floor. Normally the general public receives services of all types in the front lobby area, or through the use of the accessible conference room. The conference room has been made further accessible by the use of a podium with an amplifier.

To the right of the administrative portion of the fire headquarters is the apparatus bay section of the station. There are overhead doors in the front and rear of the building. The thresholds of these doors are level with the driveway. Therefore, members of the public who wish to tour the equipment area have an accessible path of travel. To the right of the apparatus bays is a two level staff only area. There are bunk rooms, a day room, and rest rooms on the first floor, and a day room, gym, and kitchen in the basement level of this section of the building. This section of the building is not accessible; however, the general public is not allowed in this section of the building unless accompanied by a staff member and no public business is routinely conducted in this section of the building.

There is a TDD and an accessible public telephone in the accessible portion of the building.

## **2. Ashdod Fire Station Franklin Street**

The Ashdod Fire Station is a two story wood frame building constructed in 1967. The building is owned by the Town and leased to the Jordan Hospital which operates a life saving/ambulance service from the facility. The Town does use a small portion of the apparatus bay for storage.

The building has not been adapted to be accessible for individuals with disabilities. Since the Town owns the building, it must assure that the services offered by the lessee are accessible to members of the general public.

The building is simple in its design. There is an office on the left side of the building, accessed by a single door off the driveway. There are bathroom facilities and a break room behind the office. Neither the bathroom, nor the corridor leading to the break room are accessible. There is a stairway to the second floor over this section of the building. The second floor contains a staff sleeping area. The general public will on infrequent occasion use the office, but are not allowed in the rest room or break room or upstairs.

There is an apparatus bay to the right side of the office portion of the building. The two bays both have overhead doors in the front only. There is a single exit from the apparatus bays in the rear of the building. There is a single door which leads from the apparatus bays to the office. Both the apparatus bay overhead doors and the main office entrance are accessed by a single driveway from the street. There is a separate parking area to the right of the driveway.

## **3. Antique Apparatus Building rear of Fire Station Headquarters**

The Antique Apparatus Building is a single story, wood frame structure located behind the Central Fire Headquarters on Tremont Street. The building is used for storage for the fire services of the community as well as for the storage of antique fire apparatus. The only other use of the building by the Town is for occasional display of the antique fire apparatus.

The building shares the rear driveway of the fire headquarters and the gas island. The driveway pavement runs to the front of the building. The building consists of two overhead garage bay doors and a single entrance door to the left of the overhead doors. All three doors open to a single room which is used for storage of fire equipment. The driveway is level with the threshold of all three doors.

#### **4. Town Offices Tremont Street**

The Duxbury Town Hall is a two story, three level wood structure built in 1975. The building sets on a small rise off a main road. There is a main access driveway to the front of the building. There is an additional access driveway shared with the adjacent Old Town Hall and a church. These two access roads merge to form a semi-circular driveway in front of the Town Hall. To the right of the Town Hall are parking spaces, paved and marked. There is some limited parking, paved, but unmarked in the front of the building. There is additional parking, paved and marked to the rear of the Town Hall. Two accessible spaces to the rear of the building have been recently marked as accessible. These two spaces are located adjacent to the rear accessible entrance to the building.

The front entrance to the Town Hall is accessed only by the use of several steps. There are pathways from the driveway and parking areas which lead to the front entrance to the building. The rear of the building has been made fully accessible. Modifying the front of the building to be fully accessible with a ramp would be costly. The rear accessible entrance is a commonly used entrance for all public travel and is therefore acceptable as a primary accessible entrance. There is a sidewalk to the rear of the building and a curb cut has been provided to allow access from the accessible parking spaces to the accessible rear entrance to the building.

The design of the first and second floors of the building is identical, with a single central corridor with service rooms on either side. The basement of the building is somewhat different in design. There is a large room on the left side of the basement level and several service rooms and a boiler room on the right side of the building. The basement of the building is used primarily for storage, custodial space and staff break room space. There are no public offices in the basement of the building. The public offices of the building are located on the first and second floors.

The public service space in the Town Hall has been designed to be fully accessible. The rear accessible entrance to the building opens to the level of the main corridor on the first floor. There is an elevator off this central corridor which not only allows accessibility to the first and second floor public service spaces, but which also provides accessibility to the basement level if said space were to be converted to a public use.

The first floor of the building houses the offices of the Public Works Department, Treasurer, Town Clerk, Receptionist, Veteran's Agent, Assessors, and Tax Collector, and rest rooms for each sex which have been modified to be practically accessible. The second floor of the building houses the offices of the Accountant, Selectmen/Town Manager, Building Inspector, Board of Appeals, Planning Board, and Conservation Commission, rest rooms for both sexes and a break room. Meeting spaces are located throughout the building in anterooms of offices and in the staff break room.

There are two stairwells which provide access to all three levels of the building. There are no public areas of the building which are not on an accessible path of travel. There is no TDD in the Receptionist area, or anywhere else in the building.

## **5. Old Town Hall Tremont Street**

The Old Town Hall is a single story wood frame building which is located immediately adjacent to the currently used Town Hall. The Old Town Hall is used for occasional public meetings and by private and public groups such as the Boy Scouts.

The Old Town Hall shares a common driveway with the Town Hall both in front and rear. There is shared parking to the rear of both buildings. This shared parking has been described in the previous section of this report as being paved and marked and as having two accessible spaces adjacent to the rear entrances to the buildings.

The Old Town Hall is a very simple design. There are entrance foyers on both the front and rear of the building. Both open directly to a single, large hall. In the front of the building are two rest rooms, one to each side of the entrance foyer. To the rear of the building there is a kitchen area to the right of the entrance foyer, and two small storage rooms to the left of the entrance foyer. On either side of the main hall are closets used for storage on the left side of the room and for HVAC equipment on the right side of the room.

The front entrance door to the building is accessed by the use of several steps. There is a sidewalk from the front door to the front driveway. The rear entrance of the building is nearly level with the adjoining access walkway from the rear drive and parking area. There is a 3" lip to the rear entrance door threshold.



## **6. Police Station West Street**

The Police Station is a two story, three level wood frame building constructed in 1967. The building is located just off and directly facing a main road in the Town. The building houses the full range of police services for the community.

There is a semi-circular driveway which leads past the front entrance to the building. There are small parking lots both to the right and left of the building. There are entrances to the right and left side of the building which are accessed by steps. The main entrance to the front of the building is accessed by a slightly sloped sidewalk which leads to the entry door from the parking area on the right side of the building. This sidewalk leads to a fully accessible ramp which leads to a platform level with the main front entry door. There are public telephones located outside the Police Station by the road.

The front accessible entrance into the building opens into a small, secured foyer. The general public has access to the Dispatch Office from this foyer. There is also a fully accessible rest room directly off this foyer. This rest room is accessible to members of the general public. There is a single door leading from the foyer to the main first floor administrative and service offices. The first floor houses the offices of the Chief, secretary, and dispatcher as well as additional small offices, storage spaces, bathrooms, showers, police service rooms and lock-ups. There are stairways leading up to the second floor and to the basement.

The second floor of the building is accessible only by stairs. There are additional offices on the second floor. These offices are generally off-limits to members of the general public. There is a conference room on the second floor as well. The basement of the building is accessible only by the use of stairs. The basement area of the building is also generally off-limits to the general public. The basement houses a staff exercise room, sauna, and locker room as well as mechanical rooms.

There is a TDD in the Dispatch Office.

## **7. Cemeteries**

### **A. Mayflower**

#### **Tremont Street**

The Mayflower Cemetery is the largest of the Town's cemeteries. It is active inasmuch as burials take place on a regular basis. This facility also houses the main administrative offices for the Town's cemetery operations. Burial plots are sold from this location; the cemetery maintenance operates from this facility; and the crematorium is in operation on this site.

The Mayflower Cemetery is a large cemetery which is located immediately off a main road in Town. The cemetery is surrounded by stone and other fencing. There are paved roadways throughout the burial sites. The plots are located throughout the site on relatively flat, grassy terrain. There are several buildings off the central cemetery roadway inside the front gate of the facility. There is a main administrative office building, a two bay maintenance garage, a vault, small storage shed, and a crematorium. The crematorium is designed to be accessible. There is limited, but some public entry into the crematorium. The only other building open to or which serves the public is the administration building. This building is not currently accessible to individuals with disabilities. Currently, the management of the cemetery provides alternative curbside service for individuals who cannot enter the facility.

The administrative building is accessed off the main cemetery road by a semi-circular driveway. The front entrance of the building is accessed by the use of three steps. The front door opens to a large lobby. There are rest rooms for both sexes to the right of the lobby. The main office is located to the left of the lobby. The rear of the building is used as a break room and storage room. This rear portion of the building is 8" below the level of the front section of the building. The rear section of the building has an overhead door and regular entry door which both open to a paved parking area.

The crematorium consists of two furnace rooms with a cool room between. This building has three ramped entrances. The portion of the cemetery used for burials has no designated parking. There is no impedance from the roadway to the burial sites.

### **B. Dingley**

#### **West Street**

The Dingley Cemetery is a half acre, inactive facility. The cemetery has a split rail fence in front and on its left side. There is a 7' opening in the fence in the front of the cemetery which allows access to the burial plots. There is a 15' grassy area between the roadway and the front fence. This area may be used for parking for visitors.

The cemetery has numerous raised headstones throughout. No additional burials are allowed in the cemetery. The terrain throughout the cemetery is hard packed, slightly rolling, and grassy. The rear of the cemetery drops off significantly to privately owned land.

**C. Ashdod  
Keene Street**

The Ashdod Cemetery is an active facility which consists of approximately one acre. There is a granite and iron fence along the front and right side of the facility. There are two ten foot openings along the front of this fence. There is an additional smaller opening in the fence along the right side of the facility. This opening allows pedestrian traffic from an adjoining chapel. This wooden chapel is not owned by the Town.

There is a narrow area approximately 6-8' wide between the roadway and front fence. There are two gravel roadways which run from the front to rear of the facility which give access to the gravesites. There is a small crypt to the far left of the facility. The terrain throughout the gravesites is grassy, somewhat bumpy with some trees. There is no impedance from the internal roadways to the gravesites. There are stonewalls on the rear and left side property lines.

**D. Myles Standish  
Chestnut Street**

The Myles Standish Cemetery is an inactive, historical facility which covers approximately two acres. The facility is surrounded by a split rail fence on three sides and a stockade fence on one side. The main access to the cemetery is through a gate opening in the fence on one side. There is a pull off between the roadway and the fence. There is no formal parking, but the pull off which is approximately 6-10' in width and sandy may be used for parking.

There are two small steps of approximately 4-6" leading to a short cobblestone path which leads from the pull-off area through the gate into the cemetery. This walkway extends for approximately ten feet into the cemetery grounds. There are no additional defined walkways or roads throughout the gravesites. The terrain amongst the old headstones and central monument is somewhat rolling, grassy, and hard packed.

## **8. Highway Department Complex Tremont Street**

The Highway Department Complex is a group of structures located at the end of a long driveway off a main road. The buildings in the complex are generally not used by members of the general public. The entry driveway leads to a large, paved circular driveway which leads in front and to the rear of the main buildings in the complex.

To the right of the driveway as one enters the complex are road material storage sheds, an old, wooden three bay garage, and an additional wooden storage building. To the left of the driveway as one enters the complex is a wooden sign shed and the main structure of the complex. This main structure consists of several units, built at various times, all of which are connected. There is a three bay cement structure, an administrative area, an additional cement block garage, and a large, three bay metal garage. There is some limited parking adjacent to the administrative entrance in the center of the main structure. Staff parking is normally to the rear of the building and is unpaved.

Beyond the main structure the driveway continues in order to give access to additional road material storage units, trailers used for storage, and a large salt shed. Beside the salt shed is a road which provides access to additional ground storage and the Dog Shelter (This structure is described in more detail in the next section of this report).

## **9. Dog Shelter rear of Highway Complex**

The Dog Shelter is a small, single story wood frame building located to the rear of the Highway Department Complex. The access to the Dog Shelter is via the same access driveway to the Highway Department Complex. The access driveway from the complex to the shelter is gravel.

The Dog Shelter building is surrounded by a six foot chain link fence. There is a parking area in front of the building and to the right of the building outside of the fence. This parking area is pea stone. The access to the front door of the building is through a 36" gate in the chain link fence.

The building itself is a single room. There is a single entry door in the front of the building. Once inside the building there is office space to the left side of the single room and cages to the right side of the room. The cages open through the right side wall of the building to separately fenced animal runs.

## **10. Library**

### **St. George Street**

The Duxbury Public Library is a two story, five level brick and steel structure which houses the full range of library services for the community. The building can be described as having three major sections: the original structure, the main addition, and the children's library. The building is set immediately off a main road in Town and is surrounded on three sides by roadways, a driveway to a school complex and a parking lot.

The main entrance to the building is currently off the right side of the building off a large parking area. The old main entrance to the building is in front. This main entrance is accessed from the main road by a wide sidewalk. The parking area is paved and marked. The existing main entrance to the building is accessed by both steps and a brick faced, switch back ramp. This ramp is practically accessible, but does not meet ADA slope specifications. The ramp provides access to the first floor level of the new section of the building as well as the original building. The children's library is accessed via a sidewalk from the parking area. The entrance to the children's library has a separate, accessible ramp leading to its front entrance door. There are additional entrances to the opposite side of the building accessed by steps.

Currently, this entire structure is practically, though not technically, accessible on only its main, or first floor level as well as the sole level of the children's library.

The main entrance to the first floor level of the library opens to a small, glassed in foyer. The foyer opens to security gates to the main circulation desk. To the right of the circulation desk is a reading area, book stacks, administrative offices, stairs to other levels, an entrance to the children's library, and stairs leading to an entrance between the main library section and the children's library. To the rear of the circulation desk is an additional entrance to the rear of the building. To the left of the circulation desk is the entrance to the old library. The old library has a large circular room currently used as a gallery. Beyond this gallery is an additional reference desk and rooms to the left and right used for study tables, reading areas, and book stacks. The old, main entrance to the building is behind this reference desk.

There is a basement underneath the old library and the main addition. This basement is accessed only by the use of stairs. The basement houses this section of the building's only rest rooms, mechanical rooms, a staff break room, storage and work spaces, and a relatively large room with additional book stacks. There is a second level to the main addition which is used for book stacks and study areas. The access to the second level of the children's library addition is accessed mid-way up the steps leading to the main addition's second level. The second level above the children's library is used as a public meeting room.

The entrance to the children's library opens to a small foyer. In front of the children's library are two small rest rooms. There is a circulation desk in front of the foyer's entrance doors. The remainder of the children's library

consists of book stacks and reading areas. There is a rear exit from this section of the building as well as an internal access to the main addition.

There is no TDD in the building.

## **11. Transfer Station Mayflower Street**

The Transfer Station is located off a main road in Town. The main entrance gate opens to a central, paved driveway which gives access to all facilities and drop off areas. The facility is always manned during hours of operation.

There is a six foot chain link gate which is open during hours of operation. To the immediate right of the access driveway inside the gate is an inaccessible attendant's shed. Beyond this building is a trailer used for the storage of automobile tires. Beyond this trailer is a shed used to house and display recycled furniture. Beyond this shed is a metal pile and a trailer used to store mattresses. To the right of the main access driveway a road leads to the right to an area which is used for disposal of brush and leaves. To the left of this secondary road are containers used for disposal of glass and construction wood products.

To the left of the main access driveway there are two main buildings. The first building is a three sided shed used to dispose of paper products. Barrels for glass are located in front of this building. Behind this building there is a staff driveway for roll-off containers used to transport paper products once compressed. The second building is used as the main building for miscellaneous trash disposal. This building is open on each side for vehicular traffic. In the middle of the building is a depressed push pit where trash is dumped by residents. The push pit is separated from the vehicular drop off floor by curb stops and metal fence. Outside the main transfer building are bins for magazines, clothes, and cans and bottles. For the most part all bins and storage containers used by the public are of an accessible height.

## **12. Percy Walker Swimming Pool**

### **St. George Street**

The Percy Walker Swimming Pool is a single level brick and steel facility built in 1976. The building houses a single pool, administrative offices and rest rooms.

There is a single access driveway off a main road to the facility. The driveway, shared with the adjoining Library, leads directly to a paved and marked parking lot on the left side of the building. There is a raised sidewalk on the left side of building which connects to a brick sidewalk which runs to the front doors of the structure. There is a non-enclosed portico which shields the main entrance doors from weather conditions.

The main entrance doors open to an entry foyer. The foyer doors open to a large lobby. Directly in front of the foyer entrance doors on the opposite side of the lobby is an entrance to the pool area. To the left of the lobby is a service counter. Behind the service counter is a staff office and locker room area. To the far left of the lobby is the men's locker room area. To the far right of the lobby area is the women's locker room area.

Each locker room has a separate shower area, rest room area, and changing room. Each locker room open to the pool area. The pool area is to the rear of the building. There are exits on each side of the pool portion of the building. The pool is located in the center of the rear section of the building. The pool covers the majority of the floor space in this section of the building. There is a raised concrete berm with a 2" lip and approximately 12" wide which separates the pool from the walking area around the outside of the entire pool. There are storage areas on either side of the pool room. There are portable stands on one side of the pool area.

The pool is equipped with a lift which allows an individual to be lowered into the water. This lift is located on the shallow end of the pool. There is a diving board on the deep end of the pool. The building does not have a TDD or a public telephone.

Access to this facility is accessible. The entry design has taken into consideration needs of individuals with disabilities. Additional modifications have been made to address disability concerns of visitors.



### **13. North Hill Golf Course Merry Avenue**

The North Hill Golf Course is located directly off a long, winding road in the center of Town. There is a single access driveway off this road which leads to a gravel and oiled parking area for perhaps one hundred vehicles. There are several buildings on the golf course: a private residence, a pro shop/clubhouse, a golf cart barn, and two maintenance shacks.

The private residence is not, nor does it need to be accessible. It is located behind the clubhouse. There is a driveway which leads to the residence and to an area behind the clubhouse used for staff parking. The clubhouse is located on top of a hill up from the level of the main parking area. There is a gravel path which is fence lined which lead up to the clubhouse. There is a small cart barn to the rear of the clubhouse. To the rear of the cart barn is a covered picnic area. The access between the cart barn and the clubhouse and to the picnic area is covered with large stone. The clubhouse is surrounded on two sides by a cement pad. There is a gravel surface beyond the cement pad to a fence which separates the clubhouse grounds and the golf course. There is a practice green immediately beyond this fence.

The golf course, itself has nine holes. There are no cart paths other than gravel. There is a gravel road which leads from the clubhouse between fairways to the two maintenance sheds. Cart rental is available for use on the course.

The only building which is required to be accessible is the clubhouse. All services, other than ground keeping is disseminated out of the clubhouse. The clubhouse is not currently accessible. The pathway from the parking area to the building is steep and rough and provides an accessibility challenge. The building is a two story, wood frame structure. The first floor opens off the access path and a cement pad outside the main entrance. There is an additional front door which is seldom used which opens to the kitchen area. The main room of the clubhouse is used for restaurant or snack bar seating. There are two inaccessible rest rooms off this main room. There is also a small storage closet on this floor. There is a snack bar counter and kitchen area to the front side of the building. There are two additional inaccessible exits to the left side of the building. There are double glass sliders which egress to a cement pad. This rear patio area overlooks the practice green. To the far left of the building off the main room is a small pro shop and cashier's counter. There is a non-accessible exit off this small room.

The second floor of the building is used as a lounge. There is seating and a bar with additional seating. There are pool tables and video machines. There are decks off two sides of this level facing the golf course. This second level is accessible only by the use of steps.

#### **14. Girl Scout House Washington Street**

The Girl Scout House is a single story wood frame building. It is located off a main road near a village center. The building is owned by the Town and is used by the Girl Scouts and by a private medical company.

The main access driveway into the building is paved and unmarked. The driveway is wide, undifferentiated from the parking area. The driveway ends directly in front of the main front entrance to the building.

The building is simple in design with a front entrance up several steps. There are also two side entrances to the building. The entrance on the right side of the building is accessed also by the use of steps. The entrance to the left side of the building is accessed by a wooden ramp. The ramp is of accessible dimensions and culminates in an accessibly designed platform level with the entrance threshold.

The front entrance to the building opens to a small foyer. There is a ladies' rest room to the right of the foyer. There is a small storage room to the left of the foyer. The foyer opens directly into a large meeting room. In the front of the building roughly in the midpoint of the length of the building is a small stage. To the left of the stage is a small kitchen. The kitchen is accessed on both sides by doors. The rear door of the kitchen opens to the rear half of the building. Immediately to the left of the rear kitchen entrance door is the accessible, ramped exit. This entrance and the rear kitchen door both open to a large open room. The rear of the stage opens into this room as well. To the left of the stage is a men's rest room. To the rear of the building are three small offices.

The basement of the building contains no usable space other than mechanical use. The basement of the building is accessed from the outside using stairs covered by a bulkhead. There is no TDD or public telephone in the building.

## **15. Tarkiln Community Center Summer Street**

The Tarkiln Community Center is an old, single story, wood frame structure used by various private and public groups. The building is accessed by a paved semi-circular driveway from a main road. The driveway runs to the front of the building. To the right of the building beyond a sandy parking area and a small stand of trees are two tennis courts. An unpaved foot path leads to the tennis courts. To the rear of the building off a gravel drive are two fenced ball fields.

The building has two main entrances in the front. Both entrances are accessed only by the use of several steps. To the rear right of the building a wooden ramp has been constructed to allow accessibility.

The design of the building is a simple u-shape with two side sections of the building both having entrances and a recessed, connecting center section. There is a corridor to the rear of the central section of the building which connects the two side sections.

The front right entrance opens to a small foyer. The foyer opens to a large hall or room. There is a small ramp in the rear of this room which provides access to the rear corridor and the accessible side exit. There are two rest rooms to the front of the rear corridor. The left side section of the building has three rooms front to back. The room in the rear of the section is used as a kitchen.

There is no TDD or public telephone in the building. There is no marked parking in the front, rear or side of the building.

## **16. Chandler Street School** **Chandler Street**

The Chandler School is a single story, two level brick and steel structure constructed in 1973. The building is used to house classrooms and other service rooms for students in grades K(pre-school)-2.

The building consists of two classroom wings both on one level to the right and left of the main entrance foyer. There is also a rear wing which extends perpendicular to the front two wings. This wing is on a lower level from the front two wings and has been designed to be practically accessible from the front two wings by a series of ramps.

There are swings surrounded by wood chips on the right side of the building. Beyond the swings are two soccer fields. Beyond the soccer fields, separated by a gravel access road and a wire fence is a lighted baseball field with two sets of wooden bleachers. This field is surrounded by a chain link fence. There is a gravel parking lot adjacent to the field. There is a concession stand with unfinished rest rooms beyond the center field fence. To the rear of the school are two additional sets of swings surrounded by wood chips. There is also a large play structure surrounded by wood chips and enclosed in a tire berm. Beyond these swings and play structure is an open field. To the left of the open field is a fenced in play area with play structures. There are two entry gates into the chain link fence. There is a paved play area to the rear of the school. There are two additional swing sets with wood chips and an additional play structure with a tire berm to the left side of the school.

The front of the school and its main entrance is accessed by a semi-circular, paved driveway. There is marked parking off the front right of this driveway as well as immediately opposite the front entrance to the building. There is an additional access road which runs along the left side of the building to the rear paved, parking area to the fenced play area. There is parking for approximately 20 vehicles in the front of the building with two spaces marked and signed as accessible, and parking for an additional 80 vehicles to the rear of the building with two additional spaces marked and signed as accessible.

There is a sidewalk which runs on the inside of the access driveway in front of the building. This sidewalk joins beyond both ends of the access driveway to the street sidewalk. The sidewalk is raised above the level of the access driveway and is accessed from the access driveway by a macadam berm in the front of the building. The front entrance to the building is accessible. The front entrance opens to a large lobby. Beyond the lobby are administrative offices. On either sides of this administrative area are two corridors which lead toward the rear of the building. Midway past the administrative area on either side are intersecting corridors which give access to each classroom wing. Each classroom wing has a central corridor with classrooms and other service rooms on either side. The South Wing central corridor ends in an accessible exit to the playground outside the right side of the building. The central corridor of the North Wing also has classrooms and service rooms on either side. This corridor is intersected at the end by a corridor which runs front to back. On the rear of this intersecting corridor is an additional accessible exit. There are rest rooms in either wing modified to be practically accessible.

The rear wing of the building houses a two level library (both levels are separately accessible), classrooms, art and music rooms, a cafeteria, and gymnasium. There are two non-accessible rest rooms off this wing's central corridor. The central corridor is ramped from front to back in three different areas and ends in an accessible exit to the rear of the building.

There is no TDD in the building.

## **17. Elementary School Cushman Avenue**

The Elementary School is a two story, multi-level brick and steel structure. It houses the classrooms and other service rooms for students in grades 3-6.

The building is one of several which is located in a complex of schools and municipal structures accessed by a large, semi-circular driveway. The complex of buildings is located off a main road behind the library building.

The front entrance to the Elementary School faces this access driveway. There is a raised sidewalk between the access drive and the building. This sidewalk is raised several inches above the level of the driveway. There is a curb ramp nearly in front of the main entrance which allows accessibility between the levels of the sidewalk and driveway. To the left side of the building is a paved, marked parking lot for approximately 75 vehicles. An additional curb ramp allows access to a side door. There are two accessible spaces in the parking area, marked on the pavement, but not signed. There is a group of play structures fully fenced behind the school to the right. There are two tennis courts apparently unused, behind the school as well as two basketball courts. Both sets of courts are fully fenced with access gates. There are a football field, track, and baseball field behind the school building. Parking for an additional 20 vehicles is available in a paved lot behind the school. To the right side of the building is a play structure fully bermed with wood. There is a ramp to the top of this berm from the ground. Inside the berm there is an additional ramp leading to the level of the playground structure.

The design of the building is complex. The front door of the building opens to a main lobby. Beginning at the front lobby the entire right half of this building on the first floor is classrooms off both sides of three central corridors which surround an open courtyard. In front of the lobby forming the left side of the perimeter of the courtyard is a library. There are administrative offices between the lobby and the library. To the left of the main lobby are additional administrative and service rooms along a single corridor which runs to the far left side of the building and ends at the cafeteria. Intersecting with this administrative corridor and running towards the rear of the building and the gymnasiums are two additional corridors running on either side of the building's auditorium. There are classrooms on the other side of these two corridors. Towards the rear of the building on the left side is a corridor which separates the front section of the building from the gymnasiums located in the rear of the building. This corridor provides the main access to the music room and band room as well as the upper gymnasium. At the far left end of this corridor is a section of the building which is used by a pre-school. Mechanical rooms are also located in this rear left section of the building. There is an additional gymnasium to the rear of the large gymnasium. This gym is on a lower level from the larger gymnasium.

There is a second floor of the building located above the classroom section on the right side of the building. This second floor area has two fully accessible rest rooms. It is accessed by stairs and an elevator.

The first floor of the building has one set of accessible rest rooms in the classroom section and another in the area of the pre-school. The ramps

currently providing access to the lower gymnasium and to the pre-school area are not of an accessible slope.

There is no TDD in the building.

## **18. Eben Howes Ellison High School St. George Street**

The Eben Howes Ellison High School is a two story, multi-level, brick and steel structure constructed in 1965. The building is used to house the classrooms and service rooms for students in grades 7-12.

This building was undergoing renovation during this ADA inspection and analysis. The first and second floor classroom wing and the library is still in process of being upgraded. This report will state the condition of the building upon the date of the inspection and will detail current conditions, not those which are anticipated to be changed during remodeling. It was possible to inspect the entire school facility prior to the writing of this report. Therefore, the report's recommendation should accurately reflect the ADA condition and needs of the building.

This facility has a single semi-circular access driveway off the main street. The facility is located across the main street from the library and the building complex which houses other schools and municipal structures. There is a sidewalk which runs the length of the front property line along the main street. This sidewalk is separated from the grassy space in front of the school by a stone wall. At both ends of the access driveway the sidewalk proceeds both straight along the roadway and diverges towards the school. The sidewalk then cuts directly across the grassy space in front of the school, passes over both ends of the access driveway and reconnects to the street sidewalk. The front access driveway passes in front of the main front entrances to the school. The access driveway also passes to the left side of the building and provides access to fields behind the building and to the rear right of the school where it ends at tennis courts. The access driveway on the right side of the school also diverges and proceeds towards the right rear of the school. This driveway narrows to a maintenance staff only access to the tennis courts to the rear of the school.

There is parking in front of the school for approximately 25 vehicles. Two of these spaces have been marked as accessible. There is additional parking to the left side of the school for approximately 50 vehicles. Two additional accessible spaces are marked on the pavement adjacent to an accessible entrance to the left side of the building. There is additional parking in the rear of the building for approximately 70 vehicles. There is additional parking to the right front of the school for an additional 30 vehicles, one of which has been marked as accessible.

To the rear left of the school is a soccer field surrounded by a wire fence. Directly behind the school is a football field. This field is surrounded by a chain link fence. There are gates in the fence which allow pedestrian traffic. There are wooden stands inside the fence and a track surrounding the field. To the right of the football field up a slight rise is a baseball field. To the right rear of the school are six tennis courts surrounded by chain link fence with entrance gates. There is a concession stand to the rear of the school in the parking lot in front of the football field.

The main front entrance to the school is accessible. It opens to a large lobby in front of the gymnasium. To the right of this lobby is a two story classroom



section with a single corridor extending to the right. The corridor forms a square and returns to the original corridor. There are classrooms on both sides of this extended corridor. This classroom section is accessible by both an elevator and stairs. To the left of the main lobby a single, ramped corridor extends and gives access to the front left section of the building. This section consists of four connecting corridors surrounding a library. This section of the building has two floors. Both floors have classrooms and services rooms on either side. A portion of the first floor houses administrative offices as well. The second floor of this section is accessible by an elevator as well as steps. The library is on the first level only, and has a sunken level in its center. This lower library level is accessible by an accessible ramp.

To the left of the gymnasium is a cafeteria and kitchen. To the left of the cafeteria is an auditorium. The auditorium has fixed seating for approximately 500 individuals. All seating areas and the stage of the auditorium are accessible. To the rear and left of the auditorium are music and drama rooms. There are corridors on either side of the gymnasium which lead to the rear of the building. Beyond the gymnasium a single corridor connects laterally with these two corridors. There are classrooms, a large study hall, art rooms and other service rooms off the connecting corridor. The corridor to the right of the gymnasium continues to a single level section of the building in the far rear right of the building. This section of the building contains industrial arts classrooms, other service rooms and a gymnasium which has been converted to additional classrooms.

There are additional accessible entrances to the rear and front of the building. The corridors in several sections of the building are ramped to provide access to the different levels on the first floor. The second floor classrooms throughout the building are accessible by the single elevator.

There is a TDD located in the Nurse's Office available for use.

## **19. Upper Alden Building Cushman Street**

The Upper Alden Building is a two story, three level brick and steel building currently not being used by the Town. The building was last used as a public school. The building is projected either to be renovated for some other use or permanently closed or demolished. This study will state the condition of the building in terms of accessibility and modifications necessary to reuse the building for some single municipal purpose.

The building is accessed by a semi-circular driveway off the main access road through the school complex behind the library. There is a sidewalk leading from the access road to the circular driveway and to the front entrance to the building. This main entrance is accessible only by the use of three steps up. There is no parking along the circular driveway.

The design of the building is simple. There is a central corridor which runs right to left the length of the front section of the building. There are rooms located on either side of this central corridor on the first and second floor. In the center of the building and to the rear of this central corridor is a gymnasium on the first floor. The second floor of this rear section of the building is the upper open area of the gymnasium with the exception of two rooms on either side of the gym on the second floor level. These rooms are accessible from the first floor by stairs from the gymnasium's first floor level.

The first and second floors of the front portion of the building are accessible by stairways on either side of the building. There are stairs from the first floor to the basement of the building.

The basement of the building consists of a single level of service rooms and storage areas under the front section of the building as well as the gymnasium. There are inaccessible rest rooms on all building levels. There is no TDD available in the building.

There is an accessible entrance to the first floor level of the building on the right side of the building. This access has been made possible by the construction of an accessible ramp to the side entry door. There are two accessible entrances to the basement of the building. The first is through an overhead door on the left side of the building. The second is via a ramp to the basement area under the gymnasium.

There is paved, unmarked parking available to the rear of the gymnasium. This parking is on a level below the basement of the gymnasium. A sidewalk and a set of steps on the right side of the building lead from this parking area to the accessible entrance to the first floor on the right side of the building. To the rear of this parking area are two tennis courts. These courts are level with the parking area and are accessible.

There is a driveway around the rear of the building from the parking area to the overhead door entrance to the basement on the left side of the building. To the left or rear of this driveway is an unused portable classroom. There is a ramp to the floor level of the portable classroom. There are inaccessible entrances on either side of the classroom. To the left of the portable classroom

is an old garage. To the left of the garage on the direct left of the main building is a single story, wooded structure. This building is also not being used and appears to be in a serious state of disrepair. This small structure is accessed only by steps to its side and front doors. The basement of the structure is accessed by a single overhead door.

## **20. Lower Alden Building Cushman Street**

The Lower Alden Building is a two story, four level brick and steel structure located off the main access driveway to the school/ municipal building complex behind the library. The building is currently being used for a private school and gallery, municipal administrative offices, a senior citizen's center and by a local college.

The front entrances to the building are accessed by a semi-circular driveway off the main driveway to the municipal building/school complex. There is a sidewalk which runs along the semi-circular driveway for the length of the property. This sidewalk is elevated from the driveway level. There is a sloped curb ramp which provides access between the sidewalk and the driveway. There are sidewalks which lead to the front entrances to the private school on the left side of the building, the municipal office entrance in the center of the building as well as the right portion of the building used by the college. The entrances to the left and center portions of the building are practically accessible.

There is a driveway which runs past the right side of the building to the rear of the building from the main access road. This driveway gives street level access to the basement of the far right section of the building. This driveway also gives access to a large paved parking area for approximately thirty vehicles. The driveway continue to the rear of the building where there is an additional paved parking area for 40 vehicles. To the rear of the building are two ball fields and a soccer field. Directly to the front right of the building is a large, wood bermed play structure filled with pea stone. To the rear of the building are two unused basketball courts and to the rear left of the building are swings. Directly in front of the school across the main access driveway for the complex are two ballfields and a soccer field surrounded by a wire fence.

The building is comprised of three major sections. The left section of the building has a single central corridor with classrooms and service rooms on either side. The rest rooms in this section of the building are non-accessible. There is a non-accessible rear exit from this section of the building. The center section of the building opens to a small foyer. Directly in front of this foyer is the main entrance to a gymnasium. Running right to left from this foyer is a single corridor which connects the two other sections of the building on either side. This corridor is ramped in both directions. The ramped corridor to the left provides access to the left section of the building. The ramped corridor which extends to the right is of an accessible slope and provides access to the senior center located in the basement of the right section of the building. To the rear of this corridor are offices used for municipal purposes and rest rooms. There is a separate accessible egress to the side parking area from the senior center.

The right section of the building has a second floor used by a college for classrooms. This section of the building is inaccessible. Access is provided by stairs up from the senior center and from steps up from the outside front of the building. This second floor section of the right section of the building has classrooms and administrative offices off both sides of three corridors shaped like an "h". There are inaccessible rest rooms in this section as well. There is no TDD in the building.

## **21. Playgrounds**

### **A. Wadsworth Wadsworth Road**

The Wadsworth Road Playground area is a large, level field partially fenced with several different recreational facilities. There is a gravel road with no marked or otherwise defined parking to one side of the playground. There is a steep gravel driveway which leads from this lower parking area to the field level. This driveway is normally kept chained. The driveway ends at the field level. The field is open and grassy. There is a small baseball field on the left side of the field and a play structure surrounded by wood chips and no berm. To the far right of the field are two tennis courts. These courts have fences on each end, but are open in the middle. There is a chain link fence which lines the side of the playground opposite from the driveway. The entire playground area covers perhaps three acres.

### **B. Island Creek Pond Tobey Garden Street**

The Island Creek Pond Playground consists of a picnic area and small beach. There is a gravel access driveway from the main road which ends at a small, sandy beach. There is a parking area to the left end of the access driveway. This parking area is gravel and unmarked. The left side of the access road is fenced. This fence runs along the side of the driveway to the parking area and encloses a small picnic area. There are breaks in the fence which allows access to picnic tables in this area. There are no defined pathways through the picnic area.

### **C. Linclon Lincoln Street**

The Lincoln Street Playground consists of a pair of soccer fields and a parking area. There is a long, gravel and sand access road which leads to a large parking area. This parking area is gravel and sand and abuts and runs the length of two soccer fields. The soccer fields are cordoned off from the parking area by a post and wire fence. There are no breaks in the fence. The soccer fields are level and grassy.

### **D. Keene Keene Street**

The Keene Street playground consists of two parking areas, two tennis courts and a ballfield. There are two small access driveways off a main road separately leading into the tennis courts and ball field areas. The access road to the two tennis courts is semi-circular and has some room for parking for several vehicles. The tennis courts are fenced in front and back and open on the sides. There is a rough pathway from the parking area to the left side access to the tennis courts. There is a rough driveway which lead from the

tennis court parking area to the parking area for the ballfield. This portion of the driveway is chained to prevent access.

The access to the parking area for the ballfield is a short, gravel road. This road ends by the fence of the ballfield. There is room for several vehicles adjacent to the ballfield fence. The ball field is surrounded by a chain link fence. There is a break in the fence which allows pedestrian access onto the field.

## **22. Conservation Areas**

### **A. North Hill Wildlife Sanctuary**

The North Hill Wildlife Sanctuary is a large, wooded area preserved for passive recreation. The facility is jointly operated by the Town and the Audobon Society. The facility has a gravel parking area sufficient for a dozen or so vehicles. There is an old road system which winds through the forest from the parking area. This road system has been largely unimproved, yet is passable for foot traffic over what are narrow walking paths. The pathways meander through the wooded acreage, some leading to a pond which is located roughly in the center of the preserve. There is a raised wooden observation platform adjacent to the pond. There is an information kiosk at the edge of the parking area. The sanctuary is used for fishing, canoeing, ice-fishing, cross country skiing, and walking.

### **B. Frederick Knapp Town Forest**

The Frederick Knapp Town Forest is a 32 acre wooded area which abuts the North Hill Wildlife Sanctuary and which shares its walking paths. There is no parking area for this facility and the pathways remain largely unimproved.

### **C. Round Pond Trails**

The Round Pond Trails is a wooded area with walking paths and a small gravel parking area. This conservation area is located across the main road from the North Hill Wildlife Sanctuary. The pathways throughout the acreage are largely unimproved. The area is used for passive recreation. There is a pond in the center of the wooded area. A small information kiosk is located in the parking area.

### **D. Thaddeus Chandler Sanctuary**

The Thaddeus Chandler Sanctuary is a large, wooded area which is used for passive recreation. There are walking paths throughout the facility. The trails throughout the sanctuary are part of the larger trails system known as the Bay Circuit. There is no parking available at this site.

### **E. Trout Farm**

The Trout Farm is an additional large, wooded acreage used for passive recreation in the form of walking paths. The trails throughout this facility are also part of the larger Bay Circuit trail system. There is gravel parking at the entrance to this facility sufficient for six vehicles.

#### **F. Whiton Woods**

The Whiton Woods is a large, wooded acreage with a cart path and foot paths. The entrance to the facility is located next to a private residence off a main road. The cart path and walking paths have been largely unimproved. There is no parking available on this site.

#### **G. Mill Pond**

The Mill Pond is a small pond surrounded by natural vegetation. This pond is located immediately off a main road. There is a small gravel parking area for two vehicles adjacent to the road. There is split rail fence which separates the parking area from the pond. There is a narrow, unimproved pathway which leads from the parking area to the pond. There is an opening in the fence which allows access to this path. The pond is used for fishing, skating, and ice-fishing.

#### **H. Peterson's Saw Mill Pond**

Peterson's Saw Mill Pond is a large pond located directly off a main road. There is a small area to pull off the road to stop or park. This area is gravel. There are several bumpy paths which lead through a small stand of trees to the pond. The pond is used for fishing, skating, and ice-fishing.

#### **I. Bay Farm**

The Bay Farm is a large partially wooded area which is used for passive recreation. There is a large, gravel parking area suitable for approximately 20 vehicles located immediately off a major road. In the front of this lot is a fence with an opening to a wide pathway which leads through the facility. There is an information kiosk to the left of this path. The path is relatively level. The pathway continues to the left through a large, high grassed field to a beach and returns to the parking area. An additional pathway diverges to the right through a wooded area. This pathway is somewhat more hilly and narrow. This trail system is connected to the larger Bay Circuit trail system. The facility is used for walking and salt water fishing.



### **23. Powder Point Bridge**

The Powder Point Bridge is a two lane, wooden bridge which extends from a paved roadway over a river to the Town leased public beach front facility. The bridge extends for approximately one half of a mile. The bridge has railings on either side and has a six foot wide elevated sidewalk on its right side heading towards the beach. The sidewalk is sloped at both ends to meet with the level of the pavement. The bridge is constructed of wooden planks nailed tightly together. The bridge has been designed for vehicular as well as pedestrian traffic.

### **24. Beach (lease)**

The Beach is a privately owned beach front property which is leased by the Town. The facility consists of several large parking areas, a guard shed, a portable accessible toilet, road systems and a long sandy beach front. Access to the beach is limited to resident sticker holders and their guests.

The bridge in the aforementioned section of this report empties onto this facility. At the right of the terminus of the bridge is a small, inaccessible guard shed. This facility is used to house equipment and supplies for duty staff. To the rear of the shed is an accessible portable potty. The wooden bridge gives way to a paved surface which extends approximately 100' to the sand dune which separates the parking areas from the sandy beach. To the left of the guard shed is a large, paved, and lined parking area for approximately 360 vehicles. This area has entrance gates which can be closed. To the right of the guard shed there is an additional smaller paved parking area for approximately 20 vehicles. Two accessible parking spaces are marked and signed behind the guard shed on the pavement. A gravel road extends beyond the paved parking area and extends for approximately a mile to the end of the beach. There are several small gravel and sand parking areas along this roadway.

The beach property is shaped in the form of a barrier beach. Access to the beach is via the Powder Point Bridge. The beach front extends north and south. To the west of the beach is a river or inlet. This side of the beach property is used extensively for shellfishing. Shellfishing areas are along both sides of the bridge. To the east of the beach is the sea. There is a single dune which separates the parking area to the left of the bridge and the roadway on the right of the bridge from the sandy beach and sea. There are pathways from the large paved parking area across the dunes to the sandy beach. There is snow fence marking both sides of these pathways. None of these pathways are designed to be accessible. Along the roadway to the right of the bridge there are occasional road spurs which allow access over or through the dunes to the sandy beach area. This side of the beach allows four wheel drive vehicles to cross the dunes and drive on and along the sandy beach. Other than by the use of four wheel drive vehicles, there is no accessible pathway to the beach.

## **25. Shipyard Lane Beach**

Shipyard Lane Beach is a relatively small residents only beach and landing. The facility consists of an access driveway, parking lot, benches, sandy beach and landing.

The access road leads into a paved and marked parking lot which accommodates approximately 30 vehicles. Two spaces have been marked and signed as accessible. There is a fence at the end of the parking lot which separates the lot from a narrow grassy area with benches. There are two openings in the fence which allow access to the benches. The grassy area ends in a retaining wall where the sandy beach begins several feet below the level of the grass. There is a paved landing on the far right of the parking area. The paved landing ends where it intersects the sandy beach.

## **26. Duxbury Beach Reservation**

The Duxbury Beach Reservation is a privately owned and operated beach front facility. The facility is accessed by roads through the neighboring Town of Marshfield, but is entirely located within the community of Duxbury. The facility consists of an extensive parking area, a bathhouse/rest room/snack bar facility, and a bathing beach.

The facility is accessed via a paved road which leads into a large, paved and marked parking area. The paved parking area can accommodate approximately 400 vehicles. On the opposite side of the access driveway is an additional, unpaved parking area for approximately 400 vehicles. The access driveway leads to large wooden structure which houses rest rooms, locker rooms, storage space, and a snack bar. Directly in front of the parking area and the wooden building is a sand dune and beyond, a sandy beach. There are foot paths from the parking area over the dunes to the sandy beach.

The main entrance to the structure faces the paved parking lot. There are two public telephones located on the outside of the building. There are three steps up to a cement platform outside the main entrance doors. At the beach side of the platform the parking lot level is on the same grade as this platform. In the center of the platform there is one additional step up and a 1 1/2" lip to the threshold level of the entrance door. The front door opens to a foyer. Directly in the front of the foyer is a service counter. Behind the service counter are rental lockers and storage space. To the right of the service counter is a corridor which leads to women's changing rooms, showers and rest rooms. The rest rooms have not been modified to be accessible. To the left of the service counter is a corridor which leads to men's rest rooms, changing rooms, and showers, also not accessible.

The side of the building which faces the beach houses the concession area or snack bar. There is an accessible ramp which leads to the snack bar's main door. Inside the front doors is a service counter and a seating area. To the rear of the service counter accessible by a separate entrance is a second seating area.

There are two accessible parking spaces in the paved parking lot adjacent to the main walkway to the beach. The walkway to the beach is macadam to the crest of a dune and then sandy to the water. There are lifeguard stations on the beach.

## **27. Town Pier Mattakeesett Court**

The Town Pier consists of a pier, boat landing, harbormaster building and boat slips. The facility is located at the terminus of a paved road on the water next to a private marina.

The access to the Town Pier is through a large paved, parking area. There are several privately owned buildings to the front left of the Town Pier facility. These private buildings share the parking area with the Town Pier. The parking area is marked for approximately fifty vehicles. The front of the parking area abuts the water and is separated from the water by a seawall. There are benches which line the front of the parking area, overlooking the harbor.

To the right of the parking area is the main entrance to the Town Pier. The pier is wooden and extends on a level grade with the parking lot over the water. The wooden pier has railings on both sides and the front. To the right of the main section of the pier is a small, wooden building which houses the offices of the Harbormaster. The building is accessible by a single step up from the level of the pier. The building consists of a single room and has no rest rooms. The pier extends beyond the building further out over the water. There are picnic tables at the end of the pier. There are also two gangways which lead from the front and right side of the pier. These gangways provide access to two separate boat docks which float in the water at the foot of the pier. The gangways rise and fall with the level of the docks, which in turn rise and fall with the level of the tide. The dock off the left side of the pier is used to moor small boats as well as transient boats. The dock in the front of the pier has several fingers which provide docking facilities for boats stored full time in the harbor. There are also boat moorings in the harbor, not connected to the dock network.

At the end of the paved road which leads to the facility, prior to the entrance driveway to the parking area is a boat landing. The landing is a continuation of the roads paved surface sloping more gradually towards the water. The paved surface extends into the water at certain tides. Below the paved surface is gradually sloped gravel and sand to the low water mark.

## **28. Landings**

### **A. Powder Point**

The Powder Point Landing is a gravel landing which is used as a boat landing and for shellfishing. There is a paved parking area above the landing area which is located at the westerly end of the Powder Point Bridge.

### **B. Winsor St.**

The Winsor Street landing is a paved road leading to a steep gravel drop off. There is no marked parking at this site which is used as a boat landing.

### **C. Water St.**

The Water Street landing is located at the end of a paved road. There is a pathway somewhat overgrown which leads to a gravel and sandy area by the water. This landing is primarily used by shellfishermen.

### **D. Josselyn Ave.**

The Josselyn landing is located at the end of a paved road. There is a boardwalk from the paved road to the sand by the water's edge. There is no marked parking by this landing which is also used for shellfishing.

### **E. Howlands**

The Howlands landing is one of the major boat landing sites in the Town. The landing area is paved to the water line. There is some marked parking adjacent to the landing site. This area is also an active shellfishing area.

### **F. Clark Peterson's**

The Clark Peterson's landing is also located at the end of a paved road. There is access to a gravel and sandy boat landing at the pavement's edge. There is no parking at this site.

### **G. Hardin's Hill**

The Hardin's Hill landing is located at the end of a paved roadway next to a camp for children. There is room for some limited parking at this site, but there is no marked parking. There is a gravel slope to the water from the paved roadway.

#### **H. Bluefish River**

The Bluefish River landing is an obscure boat landing infrequently used with limited public parking on gravel. There is a municipal building used for storage on the site.

#### **I. Anchorage Lane**

The Anchorage Lane landing is a site for boat landings located at the end of a paved road. There is no parking on site.

#### **J. Cove St.**

The Cove Street landing is located at the end of a paved road. There is room for some parking, but the parking is not marked on the pavement. The pavement leads to a sandy landing area at the water's edge.

#### **K. Simeon Soule**

The Simeon Soule landing area is located at the end of a paved road. The boat landing access is provided over a sandy, gravel area between the paved road and the water. There is no marked parking at the site.

#### **L. Bay Pond**

The Bay Pond landing is a relatively little used and obscure boat landing with no parking.

#### **M. Landing Road**

The Landing Road landing is a boat landing located at the end of a paved road. The access to the water is over sandy terrain. There is no marked parking on the site.

## **29. Roadways**

The Town Department of Public Works maintains an extensive roadway system throughout the community. Most of this roadway system is public and paved. Most of the roads throughout the community have no side berm and are relatively level with the adjoining shoulder. In some of the densely populated areas of the community and in the few commercial business districts there are sidewalks and curbs at one or more sides of the roads. This curb is mainly granite and is approximately six inches high adjacent to the roadway.

## **30. Miscellaneous Buildings**

There are numerous publicly owned buildings which are not open to the public. Examples of these buildings are pumping stations, storage buildings, water towers, and abandoned buildings. These buildings are, in some cases, described in the body of this report if they are located on the same property as a building which is open to the public. In many cases, however, the building is located at a separate location and is not described specifically. If a specific building is not so described it may be assumed to be open only to staff and not open to members of the general public.

## **31. North Duxbury Fire Station**

The North Duxbury Fire Station is a two story, wood frame building located immediately off a main road. The building is no longer used for fire services. The Town currently allows the building to be used by a local art association.

The building is not accessible. The building is set back from the road approximately fifteen feet. There is a paved surface from the main road up to the front side of the building. There is a paved driveway which runs to the right side of the building. This driveway is used for parking. To the left side of the building is a structure used by the local Grange.

The first floor of the building is used for offices. There is a single main entrance to this floor. This entrance is accessed by the use of a single step up from the level of a rough gravel pathway from the paved driveway. There is a non-accessible rest room to the rear left side of the first floor. To the rear of the building is an attached garage used for storage. There is a single, narrow internal stairway from the first floor which leads to the second floor.

The second floor also has an external access up steps from the left side of the building. The second floor is a single room used as a classroom. The arrangement of the furniture in both the first and second floor is cramped, precluding effective access.