

Commission on Disability Meeting
Minutes from Tuesday, October 16, 2012
Worcester City Hall, Levi Lincoln Room, 3rd flr
4:30PM

Attendance:

Members: Rachel Shannon Brown, Herbert Cremer, Charles Hiamah, Deborah Malone, Pauline Piso, Javier Pena, Stephen Stolberg, and Lynne Towler

Members of the Public: Jo Hart, Michael Kennedy, Terry Kerry, Diane (last name unspecified), Jacqueline Norton, others unidentified.

Guests: Paul Moosey, Department of Public Works; William Wallace, Worcester Historical Museum; and Cesar Valiente and Robert Antonelli, Department of Parks

Staff: Dawn E. Clark, Jayna Turchek

1. **Call to Order:** The meeting began with call to order and welcome from the chairperson, then introductions of the Commission and staff.
2. **Public Comment Period:** The Chair introduced the public comment period and went over the guidelines for members of the public. Members of the public were instructed that the Commission would hear their comment and the Commission reserved the right to decide whether or not to place the concern on a future meeting agenda with proper notice. Members of the public were given the opportunity to reserve time later in the meeting to comment on a particular item after it was presented.
3. **Minutes:** Motion was made to accept the minutes as written by Ms. Malone. Seconded by Mr. Hiamah, Motion carried (Yes-6, Abstention – 1)
4. **Communications and Reports: Chairperson and Staff:**
 - a. **Chairperson**
 - i. **Future Meeting Times**

The Chairperson led a discussion as to preference for future meeting times. The start time was addressed first and after taking a survey the Commission agreed that starting with the next meeting, the meetings will start at 4:15pm. The Chairperson then proposed lifting the end time for the meetings but place a maximum time for meetings in order to provide flexibility in completing the work on the agenda. A strawpoll was completed and the Commission agreed to try to limit the timeframe for the meetings to two and a half hours (2.5). The Chairperson encouraged feedback on how this time change is working for all members.

ii. Special Meeting: Parks Presentation

The Chairperson proposed an additional Commission meeting this month on Tuesday October 30th to review Master Park plans. Mr. Cremer requested meetings continue to be on Tuesdays to allow for stability around scheduling and accommodating other time constraints for members. Mr. Stolberg commented that he was the only member who may not be able to attend the October 30th meeting but that his participation was not a blocking concern for holding the meeting.

b. Director of Human Rights and Disabilities

i. Report on Cambridge Commission on Disability

Ms. Turcek noted that she visited the September meeting of the Cambridge Commission for Persons with Disabilities to observe. She sent her greetings from Worcester. She found out that this Commission was an Advisory Commission, not an Executive Commission, and she wished to clarify that to this Commission because this question was brought up in a previous meeting. She noted that she found the opportunity to learn of the work of another Commission to be very interesting and encouraged members to learn about the work being done in other Commissions in the state.

ii. AAB Updates

Ms. Turchek informed the Commission that she was in receipt of two applications for variances submitted to the Massachusetts Architectural Access Board (AAB). The local commission on disability and independent living center normally receive copies of these petitions. Ms. Turchek explained that the Commission has the opportunity to review the applications and submit comments to the AAB for or against the applications or to request additional information. One of the applicants for the variance, the City of Worcester Department of Public Works, was invited today to present their application to the Commission. The other application is regarding work to the Recovery Hospital on Belmont Street in Worcester, MA. Ms. Turchek asked the Commission how they would like to review these petitions when they are received by her office. The Commission asked Ms. Turchek to notify them when applications are received and members will be given the opportunity to schedule a time to review the applications in her office. After review of these applications, if members wish to bring the application before the Commission for review, the member will then request to have the application placed on an upcoming agenda.

5. Department of Public Works

a. Downtown Sidewalk Project

Paul Moosey from the Department of Public Works presented on the application for variance that was submitted to the AAB. He noted that an additional variance application would be submitted to the AAB on behalf of the state.

The variance requested is to address the cross slope on specific sidewalks in downtown Worcester. Beta Consulting Corporation was contracted by the City to submit the Downtown Sidewalk plan. The proposed solution to the cross slope is to break the sidewalk in two sections. The top section will be accessible and meet every

doorway. The second sidewalk section will not be an accessible path (this is the area where there will be flagpoles and meters etc.) There will be a decorative border, perhaps a fence, to separate both sidewalk sections.

Mr. Moosey explained that about \$10 million (of city and state money) will be spent on sidewalks in the city over the next few years and the DPW will return for the Commission to review the plans.

Q: What is the length of travel before reaching an exit?

A: The most it would be would be for ½ a block.

Q: Have other towns/cities done a bifurcated sidewalk?

A: Taunton is completing work right now in their downtown

Public comment: fencing, for safety, would be important.

Mr. Cremer interrupted the discussion to comment about his observations of another member and their disability. The Chairperson responded by stating that all members are appointed by the City Manager and that if he has a concern he should talk to the City Manager or the Director of Disabilities. It is not appropriate to discuss or comment on a member's disability in a public meeting.

(Discussion returned to the bifurcated sidewalk plan...)

Public comment: Clear (level) sidewalks are preferable. Also does not want anything fancy with fencing done, it is a waste of money and may break.

Q: Have there been explorations of cost to make sidewalks without bifurcating them?

A: It could not be done short of making a wall at the curb.

Q: Instead of fencing what about cinder blocks? Save money.

Q: Is there also a color/visual cue about the change in sidewalks?

A: Yes, even if there wasn't a fence there would also be a visual cue.

Q: Is this going to be presented city wide?

A: The state is responsible for the Main Street portion and they will be holding a public meeting. Mr. Moosey offered to return again as Main Street plan is developed.

Question and answer concluded and the Commission discussed how they would like to proceed. There was a desire to have an opportunity to see what this looks like and/or talk to people where the bifurcated sidewalks already exist.

Public comment:

- Fencing is not going to stay, how will it be maintained?
- Will it be difficult for people to get out of their cars?
- Granite is not a good enough visual cue, need clear physical boundary.
- What about the winter when there is snow and ice? Are fences a problem with snow plowing?
- Isn't it cheaper to raise the street level?
- Will the fences lock people in? What about public safety? Around City Hall has some of the highest crime rates.
- How will van lifts work with a bifurcated sidewalk?

The Chair encouraged members of the public to please consider returning next month when this item is continued. Item tabled.

6. Worcester Historical Museum

William Wallace from the Worcester Historical Museum presented on the museum's front doors. The Museum has a petition pending with the City's Historical Commission to remove the wooden doors and install lighter glass and metal doors that would meet the code for accessibility. Mr. Wallace requested a letter of support from the Commission that the current doors are not accessible and that accessible doors would be helpful to persons with disabilities.

Mr. Wallace stated that no single leaf of the front doors meets codes, they are too narrow. These doors were grandfathered in when previous work was done to the building. The cost of each leaf to replace is about \$1800 and then there is an additional cost to install door openers. The doors at the top of the ramp need to be cut but that would compromise the design. The proposed metal doors offer a lot of glass and they have been the subject of a lengthy design discussion. The right hand set of doors would be fully compliant.

Q: Do your restrooms have a sink in the ADA bathroom?

Chair: Mr. Wallace will return at a later time to discuss other disability concerns. The Commission is reviewing only the doors today.

Q: Are the doors historical objects?

A: Yes.

Q: Could they be saved and reused later?

A: Saving doors when they are not in compliance with code is not useful.

Q: Can you put in modern doors on the sides of the front portion of the building?

Public comment: Doors are the building. Modern technology should be able to solve opening the doors. This is not a safety issue.

Q: Can you apply for a grant, lock the doors and create a walkway with nice access into another part of the building?

A: The MA Cultural Facilities grant is being used to look at accessibility, this is step 1. Getting in the doors is the largest public comment the museum hears. There is not enough space to create additional sidewalks/walkways.

Q: What is the problem with the doors?

A: Out of code, narrow, also too heavy.

Question and answer concluded and Commission discussed whether or not a motion should be made for action.

Commission decided to table this item until next month.

7. Department of Parks

a. Parks Master Plans

Robert Antonelli, Assistant Commissioner of Parks, presented on plans for improvements to Elm Park and Crystal Park.

Elm Park- Phase I: The walkways will all be chip sealed with an asphalt base. (Chips are embedded to top of the asphalt) “chip sealed”. The Historical Commission has reviewed the plans and Preservation Worcester has already ok’d.

The playgrounds presently have wood fiber (engineered product like mulch), the problem is it moves and is hard to maintain. They propose to use a poured in place product that will be level with other surfaces.

They are adding an accessible swing.

Sixty lights will be replaced with LEP.

They came to an agreement with the Historical Commission to set the benches in cobblestone. It is actual cobblestone.

University Park- Phase I: They will replace the handball and add basketball courts. They will remove the tennis court to resolve lack of parking. There will be a handicap accessible pathway from Illinois Street.

Along the pond edge they will bump out the sidewalk to give more room to walk. The Main Street to Crystal Street walkway will be replaced with concrete. A playground and spray park will come later.

All walkways will be accessible and connected. All courts will have path leading up to them from streets or sidewalks.

Questions and comments from members:

Chairperson: Cobblestones under the benches is a concern, tripping hazard. Is it possible to use a stamped material?

Cesar Valiente from the Parks Department answered that they checked with Ms. Turcek for the code specifications and that the cobblestone would meet requirements as long as it did not have a depth height of more than 1/4".

Ms. Malone: Not in favor of cobblestones.

Questions and comments from the public:

Q: What about the bathrooms?

A: Not budgeted right now for Elm Park. Will make sure there are HP spots on Illinois St.

Q: What is the question about maintenance?

A: Elm Park requires general maintenance and materials that move require more maintenance.

Q: (Mike Kennedy) Use anything but cobblestone. Regarding the chip seal you may want to consult with the AAB, I am referring to the Hardwick Common case. Make sure it is not the same material Hardwick used and/or make sure it gets installed correctly. Some municipalities have used the wood chip product and it ends up not being accessible.

A: We have used the pour in material with East Park, Providence Street playground and Quinsigamond School. This material is the standard. The only drawback is that it is expensive, but it does not move.

Q: What about the lease for the property adjacent to the park? Benches should be cast iron. Keep in mind that/consideration for the old trees. Please keep as natural as possible. Can you put more lights?

Q: Wood chips are preferable to rubber compound, it gets hot and can hurt children. Should be all natural materials, maintain as historical.

A: We plan to remove some trees that are tagged and are in decline. The majority of those trees are not within any area for work. All trees in Crystal Park have been marked and we know what species are there.

Discussion concluded. Additional reviews and discussion to be continued on October 30th.

8. Member Updates & New Business

Mr. Cremer would like to find out how to get an Ombudsman or advocate at the City for the disabled and fragile elderly community. The Chairperson will place on a future agenda for further discussion.

The meeting ended at 7pm.

Respectfully Submitted,

Jayna Turchek, Secretary Pro Tem

Chairperson
Rachel Shannon Brown

Vice-Chair
Deborah Malone

Secretary
Lynne Towler



**City of Worcester
Commission on Disability**

Members:
Herbert Cremer
Charles Hiamah
Pauline Piso
Stephen Stolberg

Associate Members:
Javier Pena

MEETING AGENDA

Tuesday October 16, 2012
4:30 PM – 6:30 PM

Worcester City Hall, Levi Lincoln Room- 3rd floor

- | | |
|---|-----------|
| 1. Call to Order, Welcome and Introductions | 4:30-4:35 |
| 2. Public Comment Period | 4:35-4:50 |
| 3. Discussion of September Minutes | 4:50-5:00 |
| 4. Communications and Reports: Chairperson and Staff | 5:00-5:20 |
| a. Chairperson | |
| i. Future Meeting Times | |
| ii. Special Meeting: Parks Presentation | |



CITY OF WORCESTER COMMISSION ON DISABILITY
c/o JAYNA TURCHEK, ESQ., DIRECTOR
OFFICE OF HUMAN RIGHTS & DISABILITIES, CITY HALL
455 MAIN ST., WORCESTER, MA 01608
TELEPHONE (508) 799-1152 | FAX (508) 799-1208
EMAIL: disabilities@worcesterma.gov



- b. Director of Human Rights and Disabilities
 - i. Report on Cambridge Commission on Disability
 - ii. AAB Updates

5. Department of Public Works 5:20-5:50
a. Downtown Sidewalk Project

6. Worcester Historical Museum 5:50-6:05

7. Department of Parks 6:05-6:25
a. Parks Master Plans

8. Member Update and New Business 6:25-6:30

9. Announcements and Adjournment 6:30

- 10. Items for Future Discussion:**
- a. Service/Companion Animal Ordinance
 - b. Emergency Preparedness and Emergency Management
 - c. Library Accessibility
 - d. Friends of the Commission
 - e. Transportation and TPAG
 - f. Bullying Project
 - g. Executive and Advisory Commissions
 - h. John Street Church

Worcester Historical Museum

The following is the request submitted by the Worcester Historical Museum. If you have the desire and opportunity to visit the museum prior to Tuesday's meeting to review and test out the door's for accessibility for yourself please do so. The hours of the museum can be found at this link:

<http://www.worcesterhistory.org/whm/visit.cfm>

Worcester Historical Museum proposes to replace its existing front doors with newly-design, black-metal doors.

The project will address:

Accessibility—the existing doors are not only heavy but also do not comply with code requirements

Visibility—both in and out, both issues of safety (the existing doors are so solid that it is often difficult to see people entering the building at the risk of their safety)

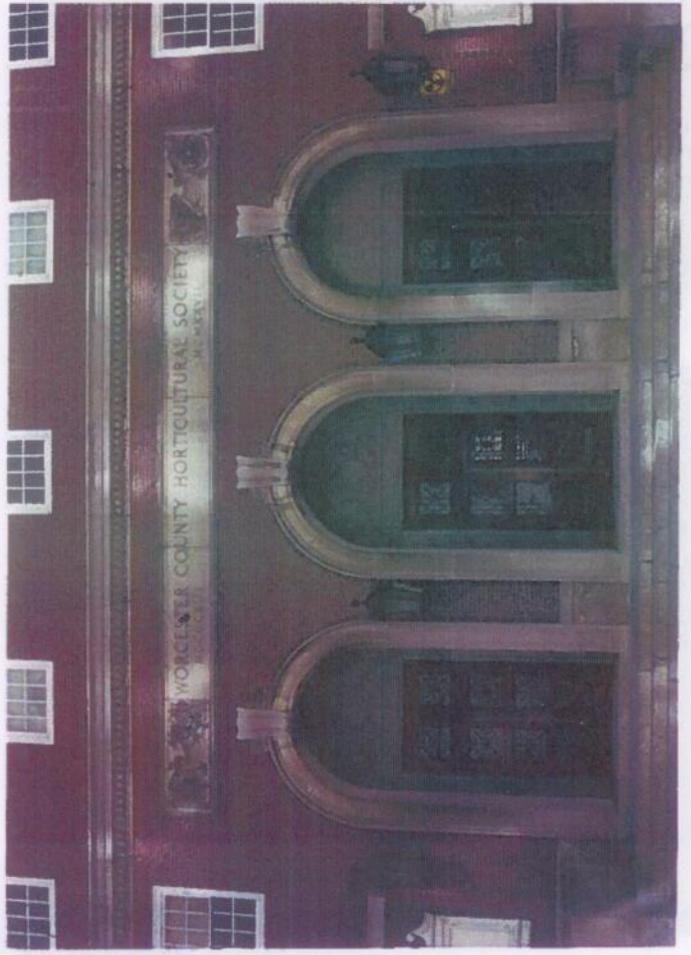
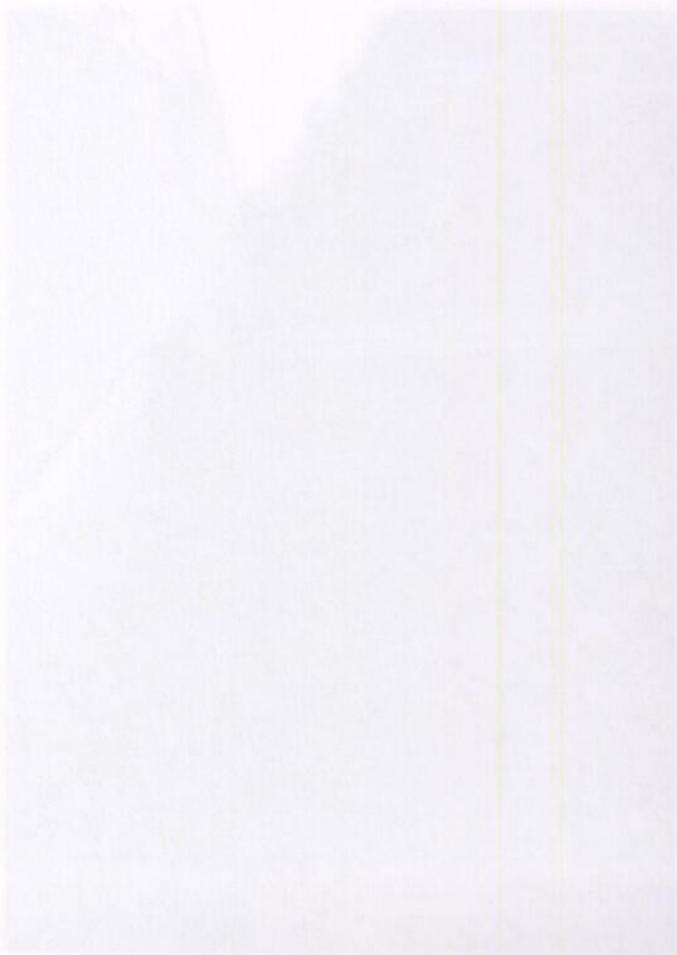
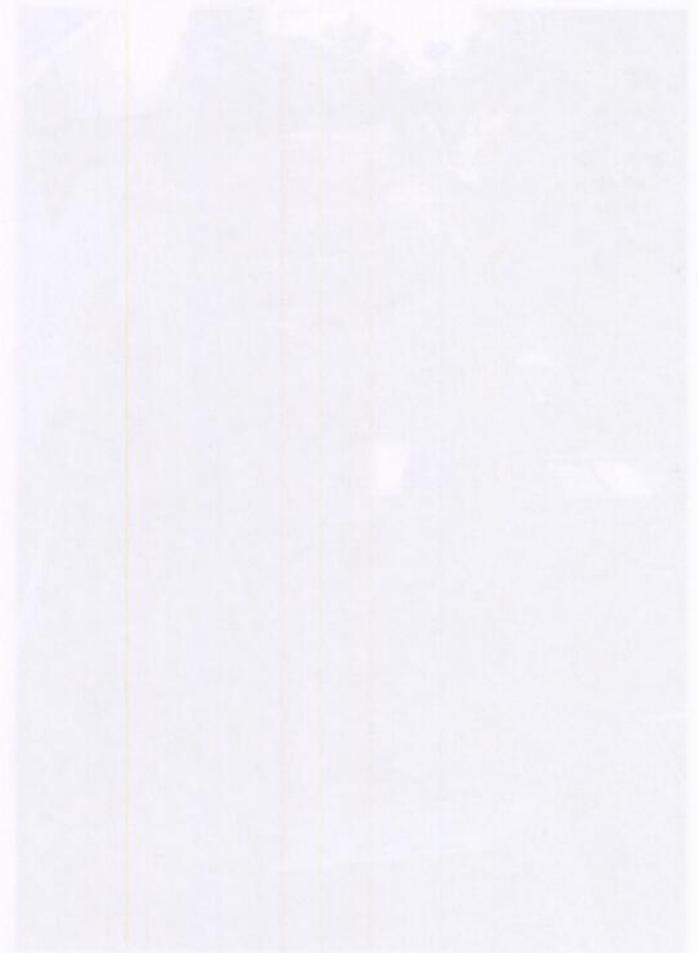
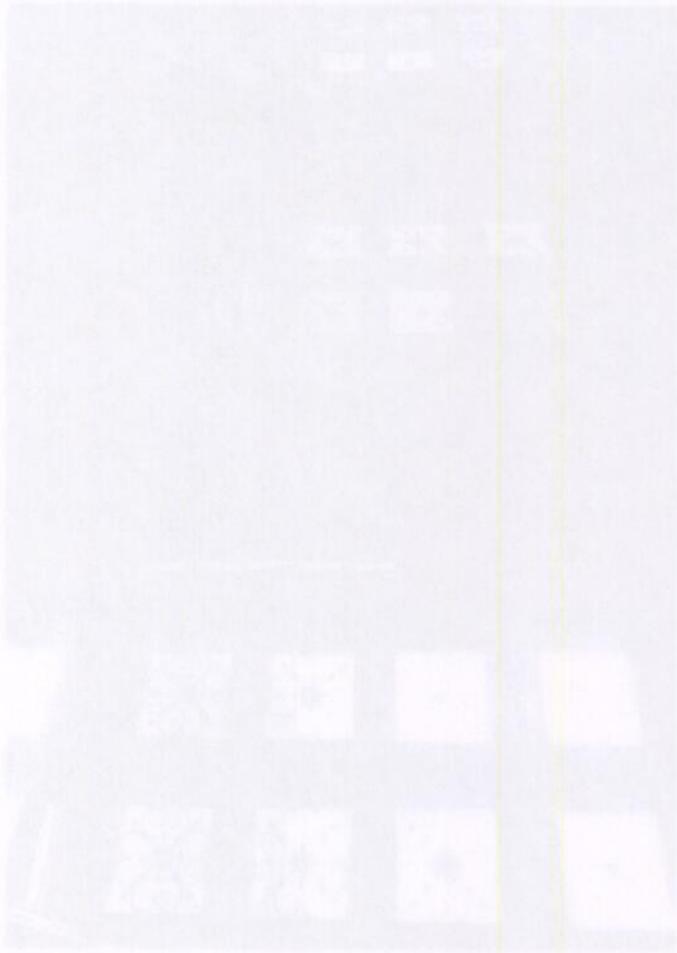
Environmental control—the existing doors make it difficult to maintain a quality HVAC environment for the preservation of the museum's unique community collections

Security—the replacement doors will enhance our ability to secure the building

Rebranding—the ultimate goal is to make the building, thus the collections and stories of our shared community, accessible and inviting to the broadest possible public.

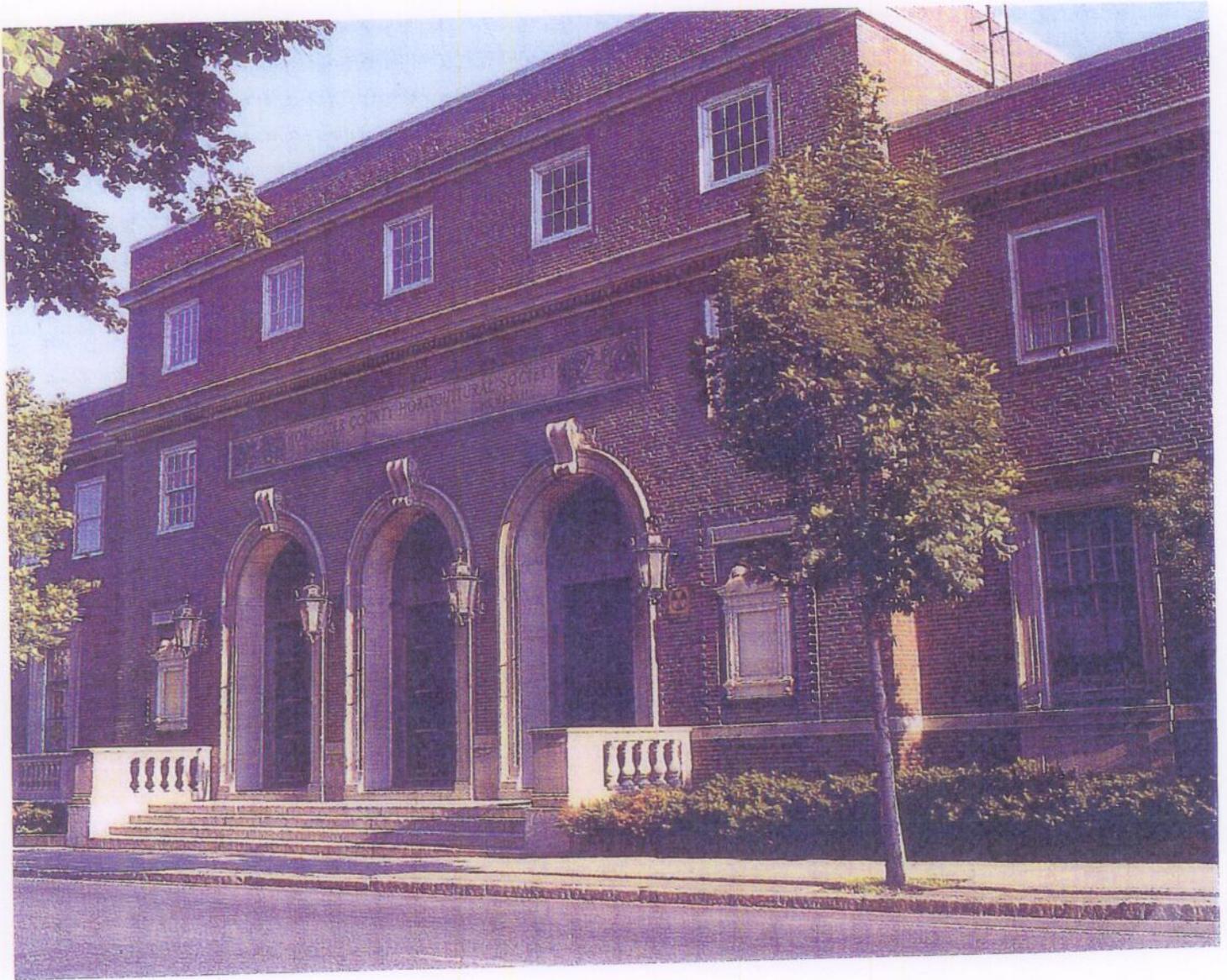
Worcester Historical Museum would be grateful for the input of your committee and your support as we meet basic code requirements.





thenew 30

worcester historical museum



**Your city. Your history. Your future.
Accessing our history.**

30 elm street, worcester, ma 01609 508.753.8278 www.worcesterhistory.org



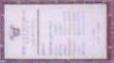
Worcester Historical Museum proposes to replace the main entrance doors on Elm Street with black metal, well-balanced, code compliant doors with substantial glazing.

The Museum's goals are:

- ACCESS for audiences of all abilities**
- VISIBILITY, both in and out**
- improved ENVIRONMENTAL CONTROL for public comfort as well as preservation of the unique Worcester collections**
- enhanced SECURITY**
- REBRANDING...a welcoming, inviting entrance to the museum and library of our shared past.**

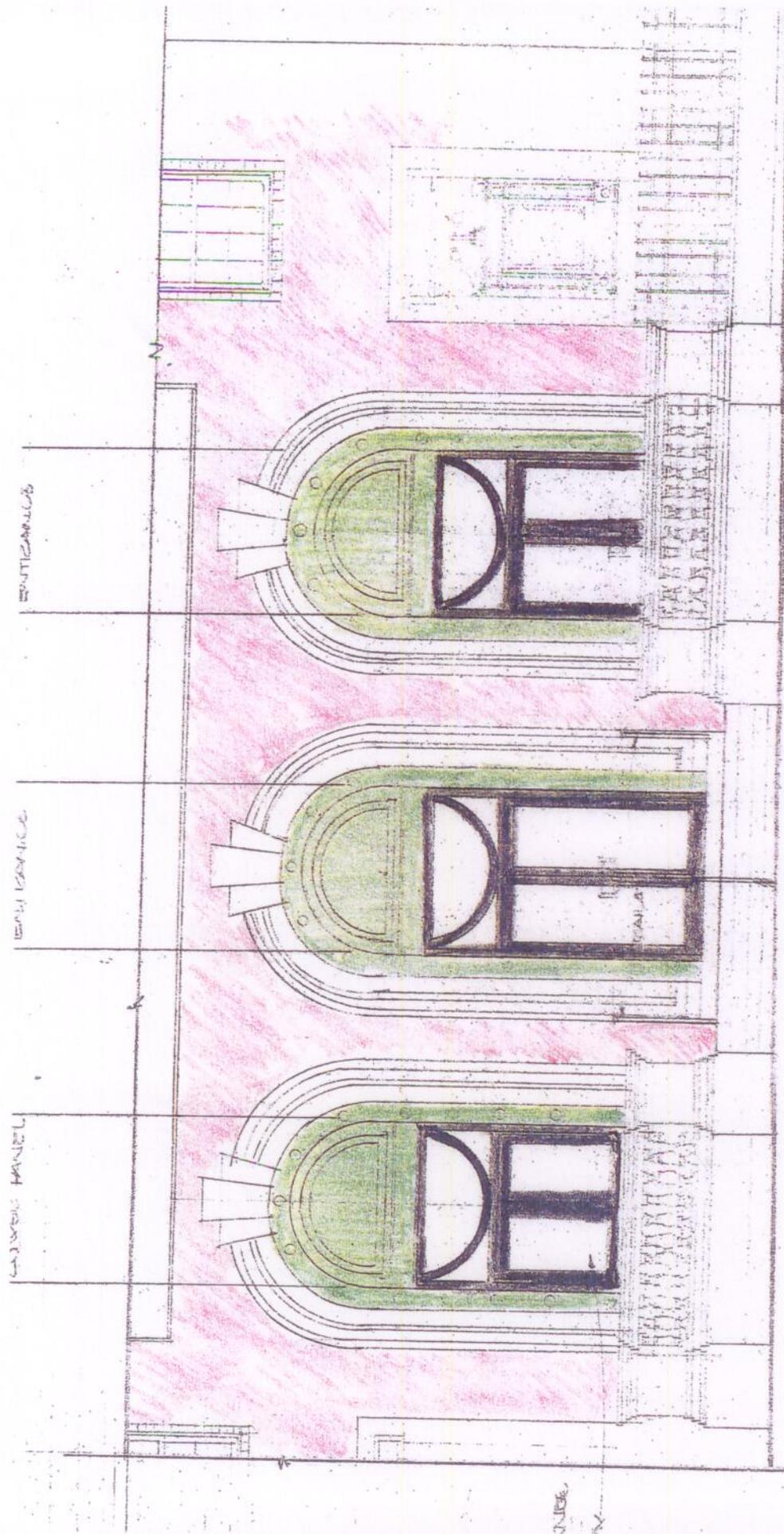
**Your city. Your history. Your future.
Accessing our history.**

WORCESTER HISTORICAL MUSEUM
1875 1988



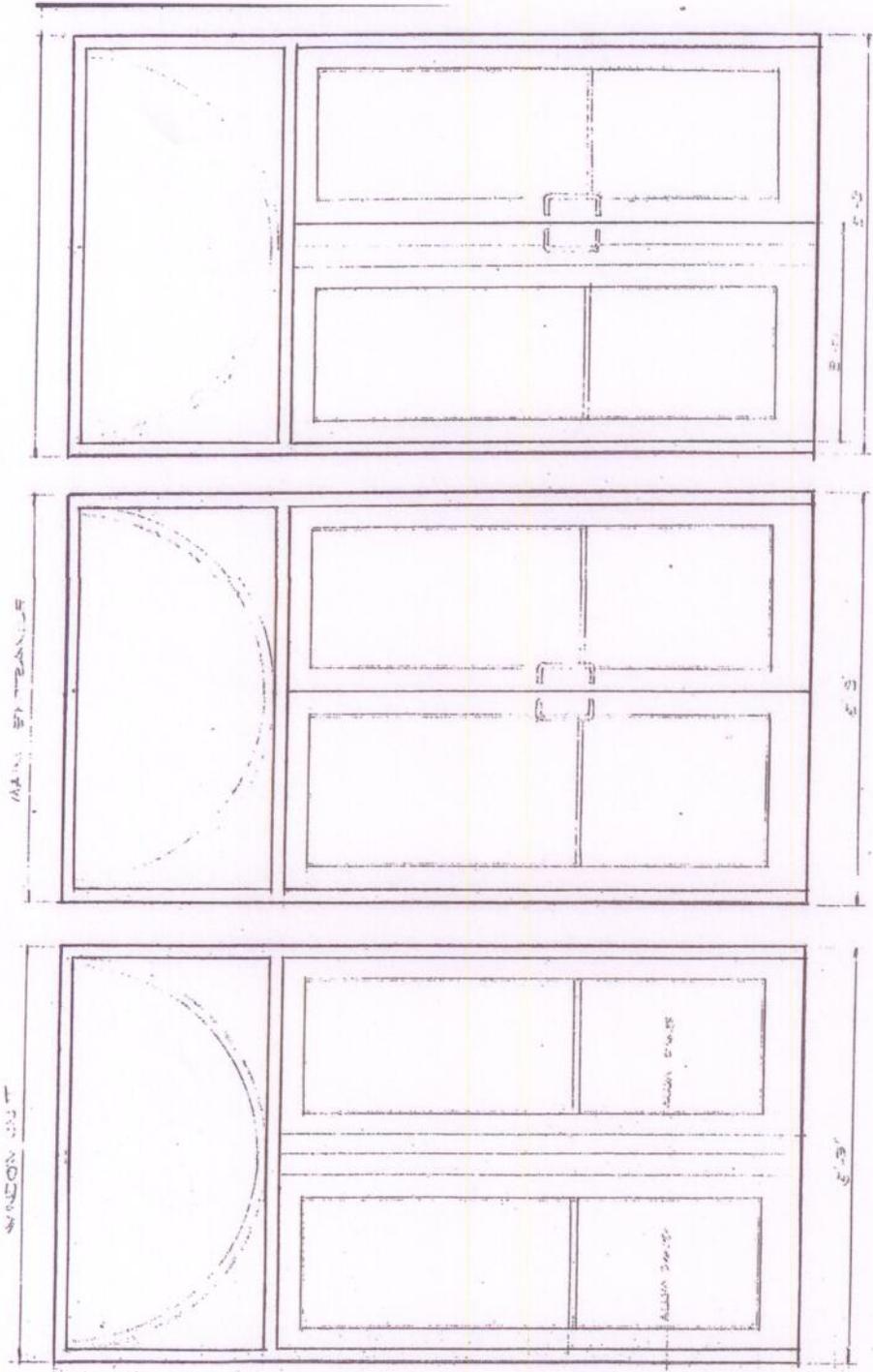


WORCESTER HISTORICAL MUSEUM
1906
1645



ENTRANCE ELEVATION AT ENTRANCE

WINDOW UNIT WITH LUMBER INSULATED PANEL & LETTER SLOT
 DOTTED LINE INDICATES THIS UNIT WITH CENTER BALANCE MATCHING
 BOTTOM BALANCE IN DEPTH - TYPICAL SAFETY GLASS (INSULATED)
 FOR BOTH THERMAL & SOUND - INSULATED ALUMINUM
 PANEL BELOW CENTER BALANCE



WORCESTER HISTORICAL MUSEUM - ENTRY DOOR
 30 FLEMINGTON ST
 WORCESTER, MASSACHUSETTS

Sensory trail unveiled at Worcester's Broad Meadow Brook

Guided tour assists impaired

By George Barnes TELEGRAM & GAZETTE STAFF
gbarnes@telegram.com

WORCESTER ♦ Moving his wheelchair down the new Sensory Trail at Massachusetts Audubon's Broad Meadow Brook Wildlife Sanctuary, Mike Kennedy of Millbury said he was enjoying being out in nature, but also checking out the handiwork of a project he helped create.

"I'm going to get a workout today," he said.

The trail, which at present is about 1,900 feet long with 10 stops, was created to make nature accessible for people of all abilities and needs. It is still a work in progress and will eventually be a third longer, but it already includes a guided tour of the path visitors can access by telephone or downloading to an iPod or MP3 player. There are also Braille signs and a rope leading along the edge of the path to allow the sight-impaired to more easily find their way down the hill from the sanctuary's visitor center to its frog pond.

The project was made possible by donations of money and time from individuals and organizations, including the U.S. Institute of Museum and Library Services and the Lions Club District 33A Sight and Hearing Fund.

"This is part of a statewide initiative to be more inclusive in our sanctuaries," said Deb Cary, director of the Broad Meadow Brook Sanctuary.

The trail winds down a hill from the sanctuary visitors center with stops at a butterfly garden, bird blind, play area for children, an area where mourning cloak butterflies first appear in the spring, a place to view trees and feel different types of bark, wetlands, a vernal pool, a large oak tree and stone walls near the brook that the sanctuary gets its name from.

Along the way there are many curiosities, from large downed trees that were cut and moved off the trail, flowers and plants of many types and even a piece of wood sliced off a tree that is attached to one of the stops so that sight-impaired people can feel the trails in the wood that are made by burrowing insects.

The idea, according Ms. Cary, is for people to be able to feel, hear, smell and feel nature around them as they make their way along the path. It was a project perfectly tailored for



Mike Kennedy of Millbury with his wheelchair and Debbie Malone of Worcester with her service dog, Anna, try out Broad Meadow Brook Wildlife Sanctuary's new Sensory Trail. (T&G Staff Photos/GEORGE BARNES)

Lions Club District 33A.

A major focus of the club is to provide assistance to people who are sight-impaired. Along the same lines, the trail allows sight-impaired people to go out in nature unguided if they wish. The club donated about \$15,000, which was used to install posts and a thick rope along the walk to guide people who are unable to see or have difficulty seeing.

The rope allows visitors to find their way to various stops and then use their telephones to get descriptions of the stops.

Andrew Keane, former Lions District 33A governor, said he recalled getting lost in the woods as a child. He said technology for hikers today makes it easier to navigate the woods and enjoy nature.

"I'm so happy the Lions in District 33A, through their donations, were able to help realize a dream of the Audubon Society, a dream that uses a little technology to allow people to enjoy the exact opposite," he said.

The quality of access on the trail was vetted by many people, including people with disabilities to ensure it met the needs of people who were sight-, hearing- and mobility-impaired.

Mr. Kennedy and Scott Ricker were among the people who provided input on the project.

"We helped out to make sure a place like this is accessible to all people," Mr. Ricker said.

Mr. Ricker is a right arm amputee and looked at the trail from the perspective of someone who would have limited use of their arms in making their way down the hill and using the materials at the stops.

It is one of 10 accessible trails on Massachusetts Audubon properties across the state being developed or already completed. Others are at Broadmoor Sanctuary in Natick, Stony Brook in Norfolk, Arcadia in Easthampton, Attleboro Springs in Attleboro, Trailside in Milton, Wellfleet Bay in Eastham, Drumlin Farm in Lincoln, Pleasant Valley in Lenox and Boston Nature Center in Mattapan.

Those wishing to experience the sensory tour and gain access to information about the stops may do so at the sanctuary from April to December by calling (508) 713-6099. Those who do not have cellphones may go to www.massaudubon.org and download the tour to their personal audio player or contact the Broad Meadow Brook Sanctuary staff and borrow an MP3 player during regular visitor center hours, Tuesdays through Saturdays, 9 a.m. to 4 p.m. Trails are open every day from dawn until dusk.

Contact George Barnes via email at gbarnes@telegram.com

Order the Telegram & Gazette, delivered daily to your home or office!
www.telegram.com/homedelivery



284 Lake Ave
Worcester, MA (508) 755-0910

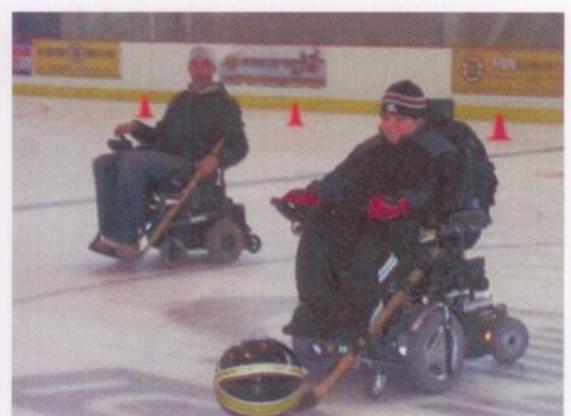
Adaptive Skating - Games on Ice!

Thursday:
November 8
10 am—12 noon



Use your wheelchair, an ice sled, or conventional skates on the ice! Spin, slide, race, slalom, socialize and play gently competitive games with others! Ice sleds and conventional skates available. *For more info and to sign up, call 413-545-5758, email Marcy.Marchello@state.ma.us, or talk to Nick Pennucci, the rink manager. We will provide info on using the equipment on your own during public skating after this date.*

Ice sleds and skate walkers on site for ongoing community use – check with rink management.



Coming Event

Hello Ice Skating Enthusiasts!

*We will be at the
Buffone Skating Rink in on Lake Ave, WORCESTER
with ADAPTIVE SKATING AND GAMES ON ICE
and we hope you can make it
(Or pass the word along to others)!*

Who: You and your friends and/or family!

What: Adaptive Skating-Games on Ice (NO COST!!)

When: November 8th (THURSDAY) 10:00AM - 12:00PM

Where: Buffone Skating Rink – 284 Lake Ave, Worcester, MA

WHAT TO BRING: Warm jacket, hat, gloves, warm socks....

Also bring a waiver filled out for EVERYONE going on the ice!

If you have already filled out a registration and release form for programs attended this calendar year (2012) you do not need to bring the paperwork

again! http://www.mass.gov/dcr/universal_access/docs/waiver.pdf

VOLUNTEERS WELCOME!

Attached is the flyer with more information! Please feel free to pass it along to others! Everyone is Welcome!!

Details: Try out your wheelchair, an ice sled, or conventional skates on the ice! Ice sleds and skates are available at no cost.

Please RSVP to pre-register!

Email Emily.Piccirilli@state.ma.us

Thanks!



For those of you who might be expecting more than a one-date announcement, we are working on ways to continue this program past November. Reduced staff and funding are current challenges. We can provide advice on how to continue skating on your own during public skating. Please bring your ideas if you'd like to see the program continue in the monthly, support-provided, universal access ice time format of the past 2 years!

Hope to see you on the 8th!

Marcy Marchello
Universal Access Program Coordinator
Massachusetts Dept. of Conservation and Recreation
PO Box 484 Amherst, MA 01004
413-545-5758
fax: 413-545-5995
marcy.marchello@state.ma.us
www.mass.gov/dcr/universal_access
www.everyoneoutdoors.blogspot.com



Michael V. O'Brien
City Manager

CITY OF WORCESTER

cm2012oct10085241

Attachment for Item # 8.7 A

October 16, 2012

TO THE WORCESTER CITY COUNCIL

COUNCILORS:

The following information relative to the City's *Sidewalk Snow and Ice Removal Ordinance* and public outreach efforts are forwarded for the information of your Honorable Body.

As we learned last winter, with the October snowstorm, it's never too early to start thinking about snow and ice. Accordingly, we have begun coordination efforts among various City departments to ensure a safe and successful winter, including public outreach efforts to remind property owners of their responsibility relative to sidewalk snow and ice removal. As you know, in accordance with Chapter 12, sec. 23 of the Revised Ordinances of the City of Worcester, property owners are required to completely remove snow and ice from all abutting sidewalks within ten (10) hours after the snow stops falling. Failure to comply with the ordinance will result in a seventy-five dollar (\$75) fine. The City will cite the property owner and remove the snow or ice at a cost to the homeowner if the owner fails to comply.

Residents can contact the Department of Public Works and Parks' Customer Service Center at 508-929-1300 to report un-shoveled sidewalks. This information will be relayed to property owners via a mailing (*see attached*) in the October water/sewer bills, our City's web site at www.worcesterma.gov, Facebook, Twitter, and Channel 12. We will also utilize ALERT Worcester judiciously, depending on the amount of snow received this winter, as gentle reminders to residents.



OFFICE OF THE CITY MANAGER, CITY HALL, WORCESTER, MA 01608
TELEPHONE (508) 799-1175 | FAX (508) 799-1208
EMAIL: citymanager@worcesterma.gov



We recognize that there may be hardships that prohibit property owners from having the capacity to remove snow and ice from their sidewalks, and have compiled a list of organizations that provide snow service to the elderly and disabled individuals, some at a minimal cost and others on a volunteer basis.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Michael V. O'Brien", with a long horizontal flourish extending to the right.

Michael V. O'Brien
City Manager



CITY OF WORCESTER SIDEWALK SNOW AND ICE REMOVAL POLICY



IT'S NEIGHBORLY...

Snow and ice on our public sidewalks make wintertime travel difficult and dangerous, forcing pedestrians to walk in the streets and threatening public safety. It is our shared responsibility to keep our community safe and accessible during the winter months.



...AND IT'S THE LAW.

The City of Worcester's snow and ice removal ordinance states that all property owners are required to completely remove snow and ice from all abutting sidewalks within 10 hours after the snow stops falling.

AVOID A FINE *The fine for failing to comply with the city's sidewalk snow removal ordinance is \$75 per day. Even if you are on vacation or are a landlord, it is still your responsibility as the property owner to ensure that your sidewalks are cleared. If the sidewalk is not shoveled, you will be issued a fine and the city will remove the snow at a cost to the homeowner and will seek reimbursement for the expenses incurred.*

PLEASE REMEMBER...

- Shovel your sidewalk on all sides of your property.
- Make a path of at least 4 feet wide.
- Clear ramps at corners that abut your property.
- Shovel out nearby fire hydrants or consider *Adopt-a-Hydrant*.
- Maintain walkways, stairs, fire escapes, and exits for emergencies.



NEED HELP?

If you are a homeowner and you are elderly or disabled, you may qualify for assistance. Please contact DPW Customer Service Center at 508-929-1300 or visit our web site at www.worcesterma.gov for a list of agencies.



To report an uncleared sidewalk location, or for more information, please visit our web site at www.worcesterma.gov or call our Customer Service Center at 508-929-1300. Thank you for your cooperation!



CIUDAD DE WORCESTER ORDENANZA DEL RETIRO DE NIEVE Y HIELO DE LA ACERA



Es AMISTOSO...

La nieve y el hielo en nuestras aceras públicas hacen viajar en el invierno difícil y peligroso, forzando a la gente a caminar en las calles y amenaza la seguridad pública. Es nuestra responsabilidad compartida de mantener nuestra comunidad segura y accesible durante los meses de invierno.



...Y ES LA LEY.



La ordenanza de la Ciudad de Worcester sobre el retiro de nieve y hielo indica que todos los dueños de propiedades son requeridos a quitar completamente la nieve y hielo de todas las aceras dentro de 10 horas después de que pare de nevar.

EVITE UNA MULTA *La multa por no cumplir con la ordenanza de la ciudad hacia el retiro de nieve de las aceras es de \$ 75 por día. Incluso si usted está de vacaciones o es dueño de propiedades, sigue siendo su responsabilidad como dueño de la propiedad para asegurar que sus aceras estén limpias. Si la acera no es paleada, se le expedirá una multa y la ciudad va a quitar la nieve con un costo para el dueño de casa y buscará el reembolso de los gastos incurridos.*

RECUERDE...

- Limpie su acera en todos los lados de su propiedad.
- Haga un recorrido de por lo menos 4 pies de ancho.
- Eliminar las rampas en las esquinas que colindan con su propiedad.
- Limpie los hidrantes cercas o considere *Adopt-A-Hydrant*.
- Mantener los pasillos, escaleras, escaleras de incendios y salidas de emergencia.



¿NECESITA AYUDA?

Si usted es un dueño de propiedad y usted es de edad avanzada o incapacitado, usted puede calificar para ayuda. Favor de comunicarse con DPW&P Customer Service al 508-929-1300 o visita nuestra pagina de internet www.worcesterma.gov para una lista de agencias.



Para más información, o para informarnos de una acera que no a sido limpiada, visite nuestra pagina de internet www.worcesterma.gov o llame DPW&P Customer Service 508-929-1300.

¡Gracias por su cooperación!

**List of Referrals for Sidewalk Snow Removal
Winter 2012-2013**

Organization	Phone No.	Contact Person	Eligibility	Hours of Operation	Cost
Burncoat High School JROTC	508-799-3059 or 508-799-1232	Lt. Col. Ireland irelande@worc.k12.ma.us	Burncoat/Greendale area only. Elderly or Disabled	After 2:30 p.m.	None
Jeremiah's Inn	508-755-6403	Denise Hurley dhurley@jeremiahsinn.com	Areas with zip codes 01602, 01603, 01610	24/7	Donations accepted
Veterans Inc.	508-791-0956 ext. 116	John Persons johnperson@veteransinc.org	No restrictions.	24/7	\$20-\$30 depending on size
North High School JROTC	508-799-3023 or 508-799-1232	Major Godin godins@worc.k12.ma.us	North High area only. Elderly or Disabled	7 a.m. - 4 p.m.	None
Worcester Senior Center	508-799-1232	Yung Phan / Linda Moore	Homeowner over age 60	9 a.m. - 5 p.m.	Referral Service Only
South High School JROTC	508-799-3325 or 508-799-1232	Col. Collins p41mark@hotmail.com	South High area only. Elderly or Disabled	7 a.m. - 1 p.m.	None
Worcester Root - Youth in Charge	774-314-9673	Xavier Robles Xavier@worcesterroots.org	All Worcester, focus on Bell Hill & lower Lincoln areas	Anytime when it snows	\$10 - \$20 depending on size
Henry Lee Willis Center	508-755-9471		West Side of Worcester	9 a.m. - 5 p.m.	None
Hector Reyes House	508-269-2428 or 508-459-1801	Mattie Castiel Matilde.Castiel@umassmemorial.org	Vernon Street (walking distance from Hector Reyes House)	9 a.m. - 5 p.m.	None
Assumption College - Athletes	508-767-7325	Robert Ravenelle (Dean of Students) rravenel@assumption.edu	01609, 01605	9 a.m. - 5 p.m.	None



Michael V. O'Brien
City Manager

CITY OF WORCESTER

cm2012oct10121659

Attachment for Item # 8.7 B

October 16, 2012

TO THE WORCESTER CITY COUNCIL

COUNCILORS:

The attached communication relative to the 2012 Fall Leaf Collection Program, as received from Robert L. Moylan, Jr., Commissioner of Public Works and Parks, is forwarded for the information of your Honorable Body.

This year's leaf collection program will begin on Monday, November 5, 2012, in "Wednesday" trash collection areas. Following Wednesday, the leaf collection rotation will be Monday, Thursday, Tuesday, and Friday. Department of Public Works and Parks' (DPWP) crews will work six (6) days per week, 10 hours a day to maximize collection efforts and to hopefully complete the entire program within five (5) weeks, weather permitting.

As in prior years, and in an effort to inform as many residents as possible, the DPWP will post highly visible signs in the neighborhoods to alert residents that the sweeping crews will soon (within 1 or 2 days) be working in their neighborhood. In addition to signs, the ALERT Worcester system will be used in areas where parked cars have been a problem in the past in order to give residents ample time to make alternate parking arrangements for temporary "no parking" restrictions within the leaf collection areas.

The media, notably the *Telegram & Gazette*, will publish up-to-date information on the progress of the leaf collection program and the DPWP will also provide up-to-date information via the City's Web site at www.worcesterma.gov, Channel 12, Facebook and Twitter handler. Residents with questions are encouraged to call the DPWP



OFFICE OF THE CITY MANAGER, CITY HALL, WORCESTER, MA 01608
TELEPHONE (508) 799-1175 | FAX (508) 799-1208
EMAIL: citymanager@worcesterma.gov



Customer Service Center at 508-929-1300 Monday through Friday from 8:00 a.m. – 5:00 p.m.

Residents should rake their leaves from their sidewalk and property into the street gutter only after the streets have been posted for servicing. This action will maximize the efficacy of the program, will deter public safety hazards and will allow for proper street drainage.

I wish to extend my appreciation to our residents in advance for their anticipated cooperation with this year's leaf collection program. I am confident that the joint efforts of the DPWP and our residents will result in a smooth and successful 2012 leaf collection and street sweeping operation.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Michael V. O'Brien", with a long horizontal line extending to the right.

Michael V. O'Brien
City Manager



CITY OF WORCESTER, MASSACHUSETTS

Department of Public Works and Parks

Robert L. Moylan Jr., P.E.
Commissioner of Public
Works and Parks

To: Michael V. O'Brien, City Manager
From: Robert L. Moylan Jr., P.E., Commissioner of Public Works and Parks
Date: October 9, 2012
Re: Communication Relative to the 2012 Fall Leaf Collection Program

Program Overview

This year's Fall Leaf Collection Program will begin on Monday, November 5, 2012. DPW&P will use its refuse collection days to delineate the leaf collection areas to be worked. We will begin the program in the Wednesday refuse collection area. The Wednesday section's tree density is comparatively lighter than that of the other sections. Starting the Wednesday section first allows for leaves to continue to fall where tree density is greater, thus making our program more effective. In order to have a reasonable chance to finish all streets prior to a lasting snowfall, leaf pickup must begin before all the leaves have fallen from the trees. Following Wednesday, the leaf collection rotation will be Monday, Thursday, Tuesday and Friday.

Six (6) collection crews will be used when the operation is in full force depending on availability of personnel and equipment. Each crew will consist of one (1) payloader equipped with a claw, one (1) street sweeper, four to five (4-5) dump trucks, two (2) laborers and one (1) foreman. As was the case for the last several years, at least one of the crews (potentially as many as two or three, dependent on available manpower) will consist of a privately owned payloader and trucks under DPW&P supervision. This additional crew will ensure the highest likelihood of completing the Program before a substantial snowfall disrupts the program. Crews will work 6 days per week, 10 hours a day to maximize collection efforts and to hopefully complete the entire program within 5 weeks, weather permitting. This strategy has shortened the duration of the program and significantly reduces the chances of weather-related delays.

Residents need not take any special precautions when disposing of their leaves because of the presence of the Asian Longhorned Beetle. The Regulated Zone, as it relates to the ALB, includes the entire city and its composing sites on Millbury Street and Goddard Memorial Drive. Accordingly no special handling or processes will be triggered since all collected materials will remain in the Regulated Zone.



Do's and Don'ts

The following are Do's and Don'ts for this program:

Do's

- Rake leaves into gutter only **AFTER** streets have been posted. Raking leaves into the street before streets are posted compromises public safety and impedes street drainage and is a violation of city ordinance.
- Move parked cars in accordance with signage postings. Vehicles that interfere with leaf collection will receive a \$50 citation. Last year, over 1,000 citations were issued on vehicles that were not parked in accordance with the posted signage.
- Use the Yard Waste drop-off sites to avoid waiting for leaf collection crews. This is particularly appropriate for those in the Tuesday collection area that is scheduled to be last in this year's rotation.

Don't

- Place brush or tree limbs on leaf piles. This material must be disposed at a Yard Waste site.
- Place leaves in street after it has been swept. Placing leaves in the street after sweeping is costly and is a violation of city ordinance and subject to a fine. **Crews will not return to streets where leaves were placed after collection.**

Public Outreach and Communications

DPW&P will use a multitude of methods to communicate the progress of the program. The public should be aware of the various methods and take advantage of those that work best for them. By using one these methods the public will be able to easily track the progress of the collection program. It will be their duty to be ready for leaf collection when it is in their neighborhood. Outreach efforts include:

- Worcester T&G will publish up-to-date information concerning the progress of the Leaf Collection Program.
- DPW&P will provide up-to-date information on its web site www.worcesterma.gov/dpw
- DPW&P will use ALERT Worcester in those neighborhoods where parked cars have been a problem. This proactive effort will give further warning to neighbors of the Program.
- DPW&P will use the local Government Access Channel 12 to communicate progress.
- DPW&P will use the micro-blogging device, Twitter, to also alert the public on where we are collecting leaves at twitter.com/WorcesterDPW.
- Residents who have questions concerning the Fall Leaf Collection Program are encouraged to call the DPW&P Customer Service Center at (508) 929-1300, Monday through Friday, 8:00 a.m. to 5:00 p.m.

As in past years, DPW&P will post streets with high-visibility signs to alert residents of sweeping crews entering their neighborhoods. Signage will be placed on trees and street light poles 24 to 48 hours in advance of collection. Leaves should not be raked into the gutter until signage has been posted.

Attachments

Attached to this memorandum are the following:

1. The first attachment is a map that designates the five sanitation collection route areas, which as noted earlier, delineate the leaf sections to be worked. This map is designed to help residents understand the sequence in which leaves will be collected this year.
2. The second attachment is a flyer that, in abbreviated form, serves as an overview of the DPW&P Leaf Collection Program. These handy flyers offer residents a condensed synopsis of the program and how they can get information on where the leaf collection is occurring. Flyers will be available at a number of outlets citywide including City Hall, the DPW&P Customer Service Center at 76 East Worcester Street and at the three DPW&P yard waste drop-off locations.
3. The third attachment is for people who place their leaves curbside after crews have completed sweeping their street. This letter explains how their actions often compromise the sweeping of their neighborhood, increases the costs for the sweeping program and violates city ordinances. Residents who receive this letter are urged to cooperate by bagging their leaves and delivering them to a yard waste drop-off site.
4. The fourth attachment to this memo offers residents information about the locations and hours of operation of the DPW&P yard waste drop-off sites.
5. The fifth attachment is a door hanger to be left at the homes of residents who put their leaves out *early*. These residents are urged to pull their leaves back into their yards until such time that their neighborhood is posted just prior to collection, or listed in the newspaper as being the next area to be collected

This memorandum is submitted for your information and for transmittal to the City Council.

Sincerely,



Robert L. Moylan Jr., P.E.
Commissioner of Public Works and Parks
[#2321 Fall Leaf Collection 2012]

Attachments

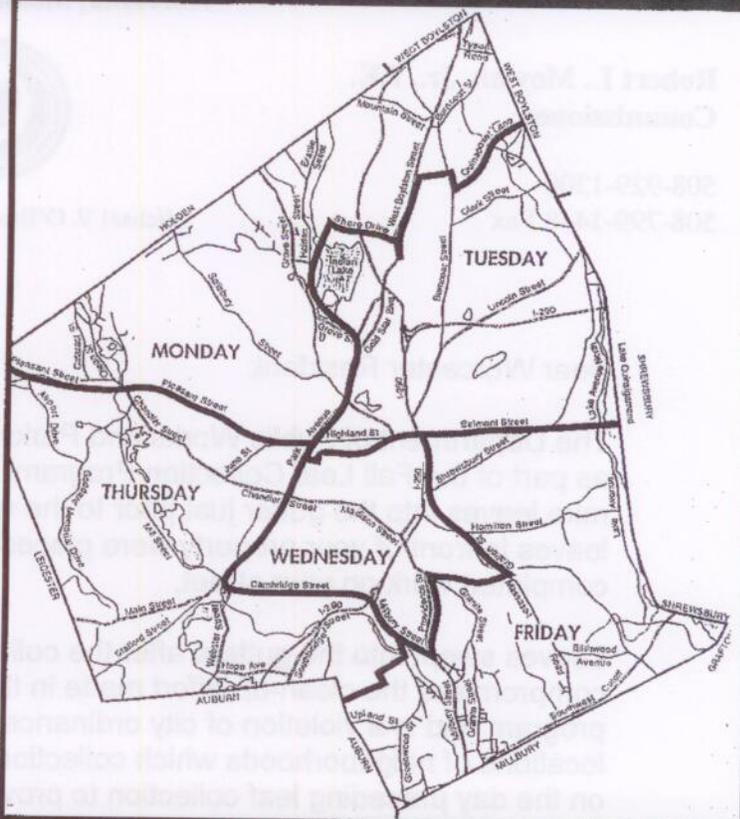
2012 Fall Leaf Collection Program

The Department of Public Works & Parks will begin collecting leaves starting November 5, 2012.



Leaf collection will begin in the section of the city that has trash collected on Wednesdays. After collecting leaves in the Wednesday area, leaves will be collected in the Monday, Thursday, Tuesday and Friday trash collection areas. The leaf collection program is expected to take five weeks to complete, depending on the weather.

Streets will be posted prior to leaf collection to provide advance notification to residents that a **No Parking Ban** will be in effect while leaves are being collected. Up-to-date information on where leaf collection is occurring will be advertised in the Worcester Telegram & Gazette and on the Government Access Channel 12 or can be obtained from the City's website www.worcesterma.gov/dpw/seasonal/leafcollect or by calling the DPW&P Customer Service Center at 508-929-1300.



The following are the **APPROXIMATE** dates that leaf collection will occur, **weather permitting**:

If your trash is collected on:	Your leaves will be collected between:
Wednesday	Nov. 5 thru Nov. 10
Monday	Nov. 12 thru Dec. 1
Thursday	Nov. 12 thru Nov. 17
Tuesday	Nov. 19 thru Nov. 24
Friday	Nov. 26 thru Dec. 1

NOTE: Streets around Becker College, Clark University, Holy Cross, Worcester State College and W.P.I. will be collected on Nov. 23rd and 24th.

- Rake leaves from sidewalk to the edge of the street gutter. You can also use paper, biodegradable leaf collection bags to hold your leaves.
- LEAF
COLLECTION
NO PARKING
7 am to 5 pm**
- When you see that your street is posted with leaf collection flyers you can then push the row of leaves into the gutter.
 - Do not block catch basins which may cause flooding during a rainstorm, or park on top of piles of leaves, which may cause a fire.
 - Leaves will not be collected in those areas where residents rake leaves into the street after the street has been swept.
 - Only leaves and grass clippings can be collected with leaf collection equipment (**NO PLASTIC BAGS OF LEAVES, BRUSH OR BRANCHES, BIODEGRADABLE BAGS FOR LEAVES AND GRASS ONLY!**)
 - Any brush or tree branches **must** be taken to the Ballard-Millbury Street DPW Yard Waste Drop-Off Site; bagged leaves can be taken to the Ballard-Millbury Street Site, Clark Street (near the intersection of East Mountain Street) or the Chandler Street Sites (across from Foley Stadium) on Wednesdays 8:30-3, Saturdays 9-4 and Sundays 9-4 (Sunday hours are at the Ballard-Millbury Street site only).
 - If your street is in the Tuesday or Friday trash collection areas, you may wish to take your leaves to one of the yard waste drop-off sites. This will ensure that an early winter storm will not cause a delay or postponement of the collection program which may result in your leaves not being collected at the curb.

DEPARTMENT OF PUBLIC WORKS AND PARKS

20 East Worcester Street
Worcester, Massachusetts 01604

Robert L. Moylan, Jr., P.E.
Commissioner

508-929-1300
508-799-1448 Fax



Michael V. O'Brien, City Manager

Assistant Commissioners
Robert C. Antonelli, Jr., Parks
Daniel Curtis, Administration
Matthew J. Labovites, Operations
Paul J. Moosey, P.E., Engineering

Dear Worcester Resident:

The Department of Public Works and Parks recently collected leaves from your street as part of the Fall Leaf Collection Program. While DPW&P encourages residents to rake leaves into the gutter just prior to the work crews entering their neighborhood, the leaves in front of your property were placed there after the collection crews had completed work on your street.

Leaves swept into the gutters after the collection crews have finished the area often compromises the clean-up effort made in that neighborhood, adds cost to the sweeping program and is a violation of city ordinances. The Worcester Telegram publishes the locations of neighborhoods which collection crews will visit. DPW&P posted your street on the day preceding leaf collection to provide advance notification. If in the future you are unsure of when collection crews are expected to enter your area, or have any questions relating to this program, call the DPW&P Customer Service Center at (508) 929-1300.

DPW&P would ask for your cooperation to bag your leaves and deliver them to any of the three public yard waste and leaf drop-off sites. The sites are located on Chandler Street opposite Foley Stadium, the DPW&P Yard on Millbury Street and on Clark Street near East Mountain Street. Each drop-off location is open every Wednesday and Saturday. In addition, the Millbury Street drop-off site is open on Sundays.

The success of the Fall Leaf Collection Program relies on residents to rake leaves into the street prior to DPW&P crews entering a neighborhood or by taking advantage of the yard waste and leaf drop-off sites. In advance, thank you for your cooperation.

Sincerely,

ROBERT L. MOYLAN, JR., P.E.
Commissioner of Public Works and Parks

RLM/stm
[worchester resident]

DEPARTMENT OF PUBLIC WORKS AND PARKS

20 East Worcester Street
Worcester, Massachusetts 01604

Robert L. Moylan, Jr., P.E.
Commissioner

508-929-1300
508-799-1448 Fax



Michael V. O'Brien, City Manager

Assistant Commissioners

Robert C. Antonelli, Jr., Parks
Daniel Curtis, Administration
Matthew J. Labovites, Operations
Paul J. Moosey, P.E., Engineering

Dear Worcester Resident:

The Department of Public Works and parks operates three drop-off locations throughout the City of Worcester to provide its residents with a convenient place to dispose of leaves, grass clippings, brush and other assorted yard waste. After the material is collected, it is then composted and eventually used as a soil enrichment. The composted material is for city use, but surplus material is also made available free to city residents.

The three drop-off sites are located at:

FOLEY STADIUM PARKING LOT – on Chandler Street
CLARK STREET – NEAR INTERSECTION OF East Mountain Street
D.P.W. & P. YARD ON MILLBURY STREET – next to the V.F.W. Post*

The three locations are open to the public April thru November. Days and hours of operation are:

WEDNESDAY	8:00 a.m. to 3:00 p.m.
SATURDAY	9:00 a.m. to 5:00 p.m.**
SUNDAY	9:00 a.m. to 5:00 p.m.***

We encourage all the residents of the City of Worcester to use the three drop-off sites often, but remember there are certain restrictions.

THE DROP-OFF SITES ARE FOR RESIDENTIAL USE ONLY.

Commercial disposal of yard waste materials is prohibited.

DUMPING ON DAYS OR DURING HOURS OTHER THAN THOSE SPECIFIED IS ILLEGAL.

DUMPING MATERIALS OTHER THAN YARD WASTE IS STRICTLY FORBIDDEN.

If you observe illegal dumping, PLEASE REPORT IT!!!!
Illegal dumping costs us all. The code Enforcement Department Hotline telephone number is (508) 799-8547. All calls will be kept confidential.

QUESTIONS or COMMENTS, call the Worcester Department of Public Works and Parks Customer Service at (508) 929-1300

*Large limbs and loose brush can only be delivered to the DPW Yard on Millbury Street.

**Time Adjustment – 4:00 p.m. after Eastern Standard Time change

***DPW Yard on Millbury Street only.

NOTICE OF VIOLATION

FALL LEAF
COLLECTION
PROGRAM

**The area in front of your property
was inspected and found to be
in violation of City Ordinance
which may result in a
citation and fine.**

**You cannot place leaves
in the street (gutter)
before fall leaf collection signs
are posted in your area.**

**These leaves must be removed
and placed off the roadway.**

**Please refer to the enclosed flyer
for specific information.**

For Information Call
Department of Public Works & Parks
Customer Service Center
508.929.1300