

## Sherborn Transition Plan Implementation Guide

This spreadsheet is a working tool to help Sherborn implement its ADA Transition Plan. It outlines objectives, actions, deadlines, and project owners for addressing barriers in Town facilities. Staff are encouraged to update and adapt this spreadsheet as priorities shift over time.

**GOAL: Improve accessibility of Sherborn's physical environment, with a focus on core functions such as Town Meeting**

Objective	Actions	Deadline	Project Owner
<b>1. ADDRESS IMMEDIATE TOWN MEETING ACCESSIBILITY BARRIERS BY ANNUAL TOWN MEETING 2026, MAKE A PLAN FOR CAPITAL IMPROVEMENTS</b>			

Prepare a plan with Dover to make capital improvements to Lindquist Auditorium including:

- Adjusting wheelchair ramp slopes
- Install handrails on stairs and ramps
- Increasing the number of accessible seats
- Increasing the number of wheelchair spaces
- Installing power operated gates to the lift
- Improve accessible parking spaces and signage
- Address any other compliance issues found in the audit

Jan-26 DPW Director

Adjust locations of toilet room accessories that are easily moved

Mar-26 DPW Director

Provide closed captioning/live transcription

Apr-26 ADA Coordinator

Improve check-in accessibility

Apr-26 Town Clerk

Objective	Actions	Deadline	Project Owner
<b>2. DEVELOP A LONG TERM PLAN TO IMPROVE PEDESTRIAN ACCESS AND TOWN-WIDE WALKABILITY BY FY30</b>			

Using data from the survey and the physical accessibility audit, start the process of developing a long term strategy and plan for improving pedestrian access and walkability, including connecting high traffic areas to each other

FY30 Town Planner

Ensure any plans are reviewed by third party accessibility experts

FY30 Town Planner

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Objective	Actions	Deadline	Project Owner
<b>3. IMPROVE ACCESSIBLE PARKING SPOTS AND SIGNAGE BY FY30</b>			
	Using the physical accessibility audit, develop a plan that specifies each location requiring parking improvements and a timeline for improvement	FY27	DPW Director
	Work with experts at MOD to identify and procure compliant accessible parking signage	FY27	DPW Director
	Install compliant accessible parking signage	FY28	DPW Director
	Make improvements to identified parking spaces according to the plan	FY30	DPW Director

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Objective	Actions	Deadline	Project Owner
<b>4. IMPROVE ACCESS TO RECREATIONAL FACILITIES AND EXPAND ACCESSIBLE RECREATIONAL FEATURES BY FY30</b>			

Hold a joint meeting of the Disability Advisory Committee and the Recreation Commission to determine priorities for facility improvements, access improvements, and capital improvement requests as well as timelines for implementation	FY26
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Objective	Actions	Deadline	Project Owner
<b>5. REVIEW PHYSICAL ENVIRONMENT AUDITS AND RAW SURVEY DATA TO PLAN FOR ADDITIONAL IMPROVEMENTS BY FY27</b>			

Hold a meeting with key stakeholder departments to discuss physical accessibility audit findings and survey responses to determine additional accessibility priorities and a strategy for implementation	FY26
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