

Newtown Municipal Center
3 Primrose Street
Newtown, Connecticut 06470
Tel. (203) 270-4201
Fax (203) 270-4205
first.selectman@newtown-ct.gov
www.newtown-ct.gov



Daniel C. Rosenthal
First Selectman

TOWN OF NEWTOWN
OFFICE OF THE FIRST SELECTMAN

AMERICANS WITH DISABILITIES ACT POLICY

The Town of Newtown is committed to providing and promoting equal opportunities in all of its programs and services. This commitment includes adhering to the mandates of the Americans with Disabilities Act (ADA) of 1990, which makes it unlawful to discriminate against a qualified person with a disability in all aspects of the employment process and in the provision of services and benefits.

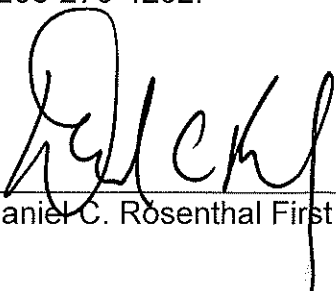
The Town is also committed to providing reasonable accommodations to qualified persons with disabilities. This will ensure the full and fair participation of all employees and the public in all programs and activities.

The ADA enables society to benefit from the skills and talents of individuals with disabilities, similar to those provided by Title VII of the Civil Rights Act of 1964, as amended, which prohibits discrimination on the basis of race, color, sex, national origin and religion and Section 504 of the Rehabilitation Act of 1973 which is the foundation for the ADA.

As with each civil rights legislation, every employee is expected to comply with the provisions of the ADA. It is also expected that all Departments and employees will support the Town efforts and programs which are designed to promote and achieve the principles of the ADA.

John Poeltl has been assigned as the ADA Coordinator for the Town of Newtown. Any questions or concerns should be addressed to him. Mr. Poeltl may be reached at the Building Department, 3 Primrose Street, Newtown 203-270-4262.

12-29-17
Date


Daniel C. Rosenthal First Selectman

TOWN OF NEWTOWN
ADA NOTICE

The Town of Newtown does not discriminate on the basis of disability in admission to, access to, or operations of its programs, services or activities. The town of Newtown does not discriminate on the basis of disability in its hiring or employment practices.

This notice is provided as required by Title II of the Americans with Disabilities Act of 1990.

Questions, concerns, complaints or requests for additional information regarding the ADA may be forwarded to the Town of Newtown's designated ADA Compliance Coordinator.

Name: John Poeltl

Title: Chief Building Official

Office Address: 3 Primrose Street, Newtown

Phone Number: 203-270-4262 Fax: 203-270-4263

Individuals who need auxiliary aids for effective communication in programs and services of the Town of Newtown are invited to make their needs and preferences known to the ADA compliance Coordinator. This notice is available in large print, on audio tape, and in Braille from the ADA Compliance Coordinator.



Daniel C. Rosenthal, First Selectman

12-29-17

Date

NEWTOWN MUNICIPAL CENTER
3 PRIMROSE STREET
NEWTOWN, CONNECTICUT 06470
TEL. (203) 270-4201
FAX (203) 270-4205



DANIEL C. ROSENTHAL
FIRST SELECTMAN

TOWN OF NEWTOWN

OFFICE OF THE FIRST SELECTMAN

Town of Newtown MUNICIPAL GRIEVANCE PROCEDURE

This Grievance Procedure is established to meet the requirements of the Americans with Disabilities Act. It may be used by anyone who wishes to file a complaint alleging discrimination on the basis of disability in employment practices and policies or the provision of services, activities, programs, or benefits by the Town of Newtown.

The complaint should be in writing and contain information about the alleged discrimination such as name, address, phone number of complainant and location, date, and description of the problem. Alternative means of filing complaints, such as personal interviews or a tape recording of the complaint will be made available for persons with disabilities upon request.

The complaint should be submitted by the grievant and/or his/her designee as soon as possible but no later than 60 calendar days after the alleged violation to:

John Poeltl
ADA Coordinator and Chief Building Official
Newtown Municipal Center
3 Primrose St
Newtown, CT 06470
Phone: 203-270-4260

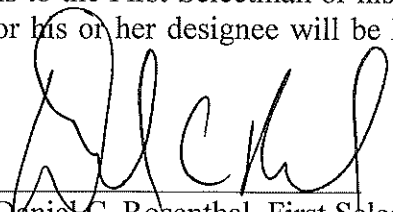
Within 15 calendar days after receipt of the complaint, **Mr. John Poeltl** will meet with the complainant to discuss the complaint and possible resolutions. Within 15 calendar days after the meeting, **Mr. John Poeltl** will respond in writing, and, where appropriate, in a format accessible to the complainant, such as large print, Braille, or audio tape. The response will explain the position of The **Town of Newtown** and offer options for substantive resolution of the complaint.

If the response by **Mr. John Poeltl** does not satisfactorily resolve the issue, the complainant and/or his/her designee may appeal the decision of the ADA Coordinator (Chief Building Official) within 15 calendar days after receipt of the appeal, the First Selectman or his or her designee will meet the complainant to discuss the complaint and possible resolutions.

Within 15 calendar days meeting the First Selectman or his or her designee will respond in writing, and, where appropriate, in a format accessible to the complainant, with a final resolution of the complaint.

All written complaints received by **Mr. John Poeltl**, appeals to the First Selectman or his or her designee, and responses from the ADA coordinator and First Selectman or his or her designee will be kept by the **Town of Newtown** for at least three years.

3.27.18
Date


Daniel C. Rosenthal, First Selectman