

*City of Lawrence*  
*Office of the City Clerk*  
*City Hall, Room 107*  
*200 Common Street*  
*Lawrence, Massachusetts 01840*

DANIEL RIVERA  
MAYOR

WILLIAM J. MALONEY  
CITY CLERK

RICHARD REYES  
ASSISTANT CITY CLERK

TEL: (978) 620-3230  
FAX: (978) 722-9190  
www.cityoflawrence.com

<b>To:</b>	<b>Mayor Rivera; Council President Vasquez; City Council Members</b>
<b>From:</b>	<b>William J. Maloney, City Clerk</b>
<b>cc:</b>	<b>Richard Reyes, Assistant Clerk;</b>
<b>Re:</b>	<b>Recommended Poll Relocation-Leahy School [B2][B3] to North Common Educational Facility [Doc. 94F-2020]</b>
<b>Date</b>	<b>9-10-20</b>

This is a report of current poll locations approved by the City Council and Mayor. The following locations serve as polling places in the City of Lawrence, MA as of 7-13-20:

**DISTRICT A/DISTRITO A - PROSPECT HILL**

**Essex District/Ward-Precinct/Location:**

14<sup>th</sup> - A1 PARTHUM SCHOOL 255 EAST HAVERHILL ST.  
16<sup>th</sup> - A2 PARTHUM SCHOOL, 255 EAST HAVERHILL ST.  
14<sup>th</sup> - A3 ROLLINS SCHOOL, 451 HOWARD ST.  
16<sup>th</sup> - A4 PARTHUM SCHOOL, 255 EAST HAVERHILL ST.

**DISTRICT B/DISTRITO B - PLAINS - NORTH COMMON**

16<sup>th</sup> - B1 NORTH COMMON EDUCATIONAL COMPLEX, 58 LAWRENCE ST./233 HAVERHILL ST.  
16<sup>th</sup> - B2 LEAHY SCHOOL, 100 ERVING AVE., (BRUCE ST.)  
16<sup>th</sup> - B3 LEAHY SCHOOL, 100 ERVING AVE., (BRUCE ST.)  
16<sup>th</sup> - B4 VALEBROOK APARTMENTS, UNION & SUMMER STREETS

**DISTRICT C/DISTRITO C - ARLINGTON NEIGHBORHOOD**

17<sup>th</sup> - C1 FAMILY DAY CHARTER SCHOOL, 404 HAVERHILL ST.  
17<sup>th</sup> - C2 BRUCE SCHOOL, 135 BUTLER ST.  
17<sup>th</sup> - C3 BRIEN BUILDING, 355 PARK St.  
16<sup>th</sup> - C4 ARLINGTON SCHOOL, 150 ARLINGTON St.

**DISTRICT D/DISTRITO D - TOWER HILL**

17<sup>th</sup> - D1 BRUCE SCHOOL, 135 BUTLER ST.  
17<sup>th</sup> - D2 GUILMETTE SCHOOL, 80 BODWELL ST.  
17<sup>th</sup> - D3 ESSEX TOWERS, 45 BROADWAY.  
17<sup>th</sup> - D4 ESSEX TOWERS, 18 FRANKLIN ST.

**DISTRICT E/DISTRITO E - SOUTH LAWRENCE WEST**

17<sup>th</sup> - E1 HOUSING AUTHORITY OFFICE/BEACON STREET BOYS CLUB, 71 DUCKETT AVENUE  
16<sup>th</sup> - E2 FROST SCHOOL, 33 HAMLET ST.  
16<sup>th</sup> - E3 FROST SCHOOL, 33 HAMLET ST.  
16<sup>th</sup> - E4 ELDERLY HOUSING, 339A SALEM ST.

## DISTRICT F/DISTRITO F - SOUTH LAWRENCE EAST

14<sup>th</sup> - F1 SO. LAWRENCE EAST SCHOOL, 165 CRAWFORD ST.  
16<sup>th</sup> - F2 SO. LAWRENCE EAST SCHOOL, 165 CRAWFORD ST.  
16<sup>th</sup> - F3 SO. LAWRENCE EAST SCHOOL, 165 CRAWFORD ST.  
16<sup>th</sup> - F4 SO. LAWRENCE EAST SCHOOL, 165 CRAWFORD ST.

### DOCUMENT 94F-2020: WARD B/PRECINCT 2 POLL LOCATION: DOCUMENT 94F-2020: WARD B/PRECINCT 3 POLL LOCATION:

#### II. Ward B/Precinct 2 [16<sup>th</sup> Essex District], LEAHY SCHOOL-Approx Number of Voters: 1,334 Ward B/Precinct 3 [16<sup>th</sup> Essex District], LEAHY SCHOOL-Approx Number of Voters: 1,679

Review of operations and discussions with Wardens at each of the above poll locations result in a conclusion that “social distancing” was difficult to maintain due to the small room used as a polling location for two precincts with approximately 3,000 voters. Although the “remote means” of voting helped keep “in person voting” low, a higher voter turnout by “in person voting” is expected for the 2020 Presidential Election which may cause over-crowding resulting in an inability to maintain social distancing impacting the public safety and the safety of poll workers during the Presidential Election. In addition, voters who appear have no area to stand in line other than to remain outside the entrance to both poll locations which may cause lines of voters into the parking lot area of the Leahy School. Inclement weather may serve to discourage voters if they are required to stand in line outside the poll location entrance for any period of time since there is no interior location within the building that voters may wait to vote. For these reasons, it is recommended that this poll location be moved from the Leahy School Building for the upcoming Presidential Election on November 3, 2020 and both Ward/Precinct Districts be relocated to the North Common Educational Complex [the former Lawrence High School – 58 Lawrence Street].

#### **1. The North Common Educational Complex Location**

In August of 2020 the North Common Educational Complex [the Former Lawrence High School] located at 58 Lawrence Street was examined by the City Clerk and City Engineer for use and ADA access of the “inside accommodations” make this location suitable its physical use as a poll location to relocate Mary Immaculate [B-1] for the State Primary held on 9-1-20. The report prepared by the City Engineer concerning use and access for ADA compliance is attached to this report.

The interior location of the building used for polling is the former library facility serving Ward/Precinct B-1 [which was formerly at Mary Immaculate]. Inspection and review of location indicates that the library area of the North Common Educational Facility will be sufficient to serve three [and possibly four] poll locations if B-2 and B-3 were moved to this location. In addition, I am informed that the gymnasium area of the facility may be available as well and would be more than sufficient area to conduct election polling for all three poll locations [B-1; B-2; and B-3].

The deadline to determine poll locations is 20 days prior to the upcoming Presidential Election which is Wednesday, October 14, 2020. Any decision to relocated these two poll locations should be made as soon as possible in order to provide voters with as much advance notice of the changed poll location. Recommending the move of this poll location is based solely to provide a means to protect the public health of voters and election workers who will be at the polling location on election day. I am unaware of any disparate adverse impact that relocating the polling place may have based on race, national origin, disability, income, or age of the affected voters as required for certification pursuant to c. 115 of the Acts of 2000. The conclusion to relocate these poll locations is based solely to address the public health threat posed by insufficient physical space available to assure that voters, poll workers and the general public are able to maintain the safety that “social distancing” may provide to avoid infection of the coronavirus due to the pandemic proportion of this disease. Although all other factors cited in c. 115 of the Acts of 2020 are important, the Commonwealth of

Massachusetts and the City of Lawrence simply does not provide sufficient means, staff, time or professional training necessary to conduct a complete and meaningful review and analysis to formulate a determination required of the certification. For this reason, the recommended relocation of these poll locations would provide the minimal ability to provide “social distancing” that is not available at the current poll location simply because of its lack of physical space.

Although the emergency legislation allows poll locations to be placed at locations that may not meet prior statutory requirements [ie: contingent precincting] to address COVID considerations, locating B-2 and B-3 polling locations at the North Common Educational Complex [located in B-1] complies with the former and current lawful requirements for placing poll locations that are contingent to the precincts they serve. This is will prove important upon reinstatement of the former statutes regarding poll locations.

## **2020-VOTE REQUIRED BY SECRETARY OF THE COMMONWEALTH**

The Secretary of State has informed the City Clerk and Election Division Staff that the following requirement of the City Council will be required at least 3 days prior to moving the poll location:

“At least 3 days before moving a polling place, the selectmen or city council must evaluate and report on whether the change would have a disparate adverse impact on the basis of race, national origin, disability, income, or age. The report must be posted on the city/town’s website and in the clerk’s office.”

Please consider this report as the basis of any determination the City Council may be required to enter to comply with this requirement.

The following vote of the Council is suggested:

**SUGGESTED MOTION AND VOTE I:** The Members of the Lawrence City Council hereby affirm that the changed poll locations attached to this vote and recorded as referenced is a result of the evaluation of the reasons for moving the poll location primarily due to promote the “public safety” for the Presidential Election on November 3, 2020. To the best of our knowledge and information the change of poll locations subject to approval will not would have a disparate adverse impact on the basis of race, national origin, disability, income, or age.

**SUGGESTED MOTION AND VOTE II:** The Members of the Lawrence City Council hereby affirm that the changed poll locations attached to this vote and recorded as referenced are being moved in order to better serve the public convenience and/or public health.

## **CONCLUSION**

### **I. REQUEST TO ESTABLISH POLL LOCATION BY VOTE NO LATER THAN 10-14-20:**

Based on the most current information available it is requested that the City Council vote to confirm the change of poll location for the following Wards/Precincts: Ward B/Precinct 2; Ward B/Precinct 3;

### **II. NOTIFICATION OF CHANGED POLL LOATIONS TO VOTERS?**

The provision of G.L. c. 54, sec. 24 which require all voters to receive written notice of any changed poll location. Although c. 115 of the Acts of 2020 have removed the lawful requirement of providing written notice to voters of changed poll locations and provides alternative means of electronic notice to voters [ie: reverse 911 contact] inquiry and investigation into the ability to provide comprehensive notice by electronic means would not likely be as efficient as sending written notice of the changed poll location by mail.

Written notice by mail to all voters of changed poll locations [consistent with G.L. c. 54, sec. 24] results in an estimated cost of approximately 1.00 per voter; TOTAL voters affected: 3,000 for two poll locations [approximately \$3,000.00]; TOTAL costs = 3,000.00;

In addition to mail notice, additional poll staff will be requested to provide direction to voters at each poll location during the 13 hours the polls remain open. The cost of each worker is about 200.00 [Total cost of poll workers to provide "in person" notice on election day = 400.00].

At the direction of Finance Director Ianello changed poll locations based on COVID related reasons have been presented for payment under COVID budgetary submissions which these changes would also be presented. . Certainly, the changes to the poll locations referenced in this memo are directly related to assuring public safety is provided during the election for no other reason than the COVID pandemic. Relocating the polling places as suggested in this memo will have a direct benefit to preserve the public health and safety to voters, poll workers and general public during "in person" voting at poll locations established by the City of Lawrence that reliance upon existing poll locations does not appear to provide.

Thank you for your attention and consideration.



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Felix Garcia Jr.  
ACTING CITY ENGINEER

July 21, 2020

City Council  
200 Common Street  
Lawrence, MA 01840

Subject: Accessibility Study Report for Alternate Voting Locations

Dear City Council,

City of Lawrence Engineering Department is pleased to present the following Accessibility Study Report for the following facilities:

- High School Learning Center, 58 Lawrence Street, Lawrence, MA 01840
- Lawrence Public Library, 51 Lawrence Street, Lawrence, MA 01840
- Lawrence Senior Center, 155 Haverhill Street, Lawrence, MA 01840
- Former Boys & Girls Club, 71 Duckett Ave, Lawrence, MA 01843
- Wetherbee School, 75 Newton Street, Lawrence, MA 01843
- Northern Essex Community College, 45 Franklin Street, Lawrence, MA 01840

We conducted a non-destructive visual inspection from June 16, 2020 through July 17, 2020 to identify accessibility deficiencies within referenced facilities in accordance with 521 CMR, Massachusetts Architectural Access Board. **The accessibility study investigation was limited only to the access route, from parking/ passenger drop off to voting room locations. Other locations within buildings were not investigated and is not part of this report.**

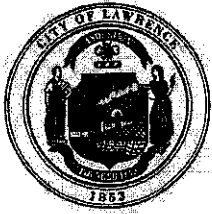
### *High School Learning Center*

#### **Accessible Route**

An accessible route is provided only on Lebanon Street between Amesbury Street and Lawrence Street. However, the accessibility of the route ends at the deteriorated portion of concrete curb cut (see Figure 2).

Cars can park on Lawrence Street however, Lebanon Street side entrance is not accessible due to no nearby compliant ramps on Lawrence Street.

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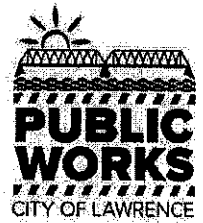


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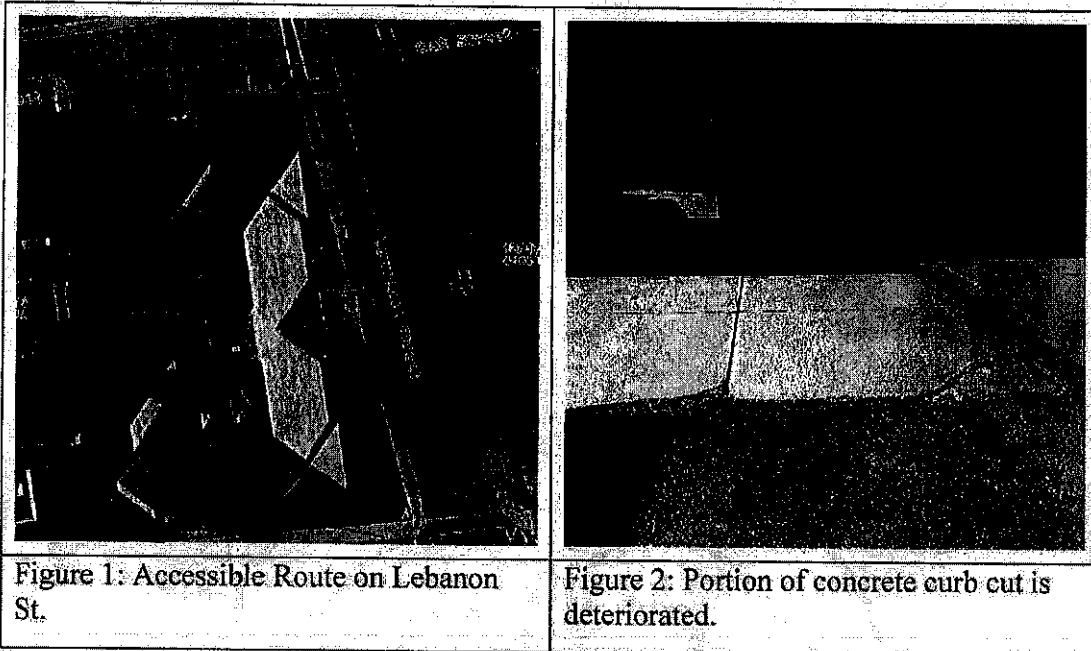
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### **Parking & Passenger Drop-Off**

On Lebanon Street, there are 9 marked parking spots, none of which were designated as accessible. The Engineering Department recommends installing accessibility signage on Lebanon St.

### **Entrances**

The main entrance is non-accessible as they include steps. The side entrances along Lebanon Street is non-accessible due to deteriorated concrete curb cut. However, repairs can be made to curb cut such as infilling spalling and cracks with temporary asphalt.

### **Doors and Doorways**

All doors and doorways along path towards voting location in building are compliant with 521 CMR Chapter 26. The following major requirements apply:

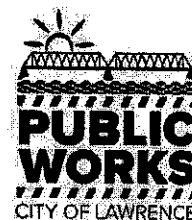
- Door opening forces, required to comply with 521 CMR Chapter 26.8.1, are less than the maximum permitted 15 lbs.
- All doorways and openings that are required to be accessible shall have a clear opening of not less than 32 inches.
- Door pull and push sides clearances, required to comply 521 CMR Chapter 26.6; doors are compliant



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- Door hardware, required to comply with 521 CMR Chapter 26.11.1. Door hardware towards voting room is compliant.

### Ramps

All ramps along path towards the voting location (gymnasium or library room) in building are compliant with 521 CMR Chapter 24. The following major requirements apply:

- The maximum slope of a ramp shall be 8.3% (521 Chapter 24.2.1)
- The minimum clear width of a ramp shall be 48 inches, measured between the railings (521 Chapter 24.3)

### Elevator

All elevators that will be used to access the voting room (gymnasium or library room) are compliant to 521 CMR Chapter 28. The following major requirements apply:

- The elevator cab shall be a minimum of 54 inches by 68 inches measure wall-to-wall and wall-to-door (521 Chapter 28.7)
- Handrails shall be located on at least one wall in every elevator between 32 and 36 inches above car floor, with 1 ½" inch clearance from the wall (521 Chapter 28.7.2)

### Floor Surfaces

During the time of observation, the floor surfaces was stable, firm, and slip resistant. Floor Surface is compliant to 521 CMR Chapter 29

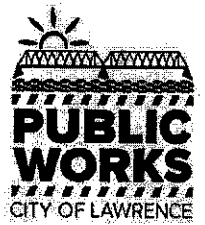


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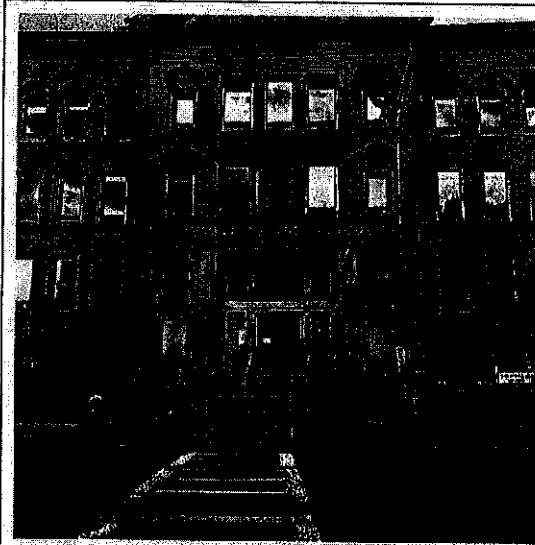


Figure 3: High School Learning Center main entrance (non-accessible due to stairs)

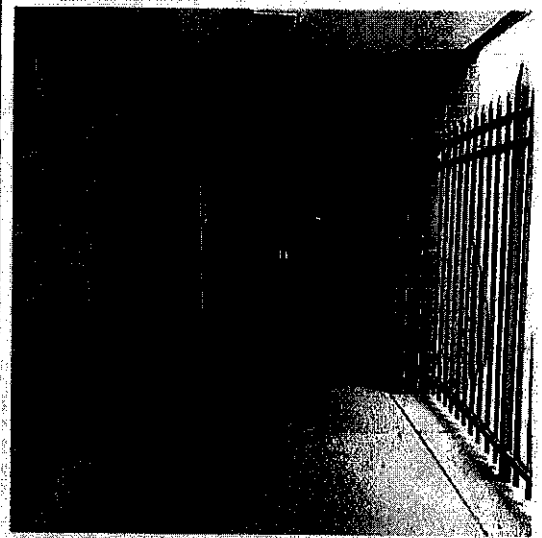


Figure 4: Entryway number 1. Door width is approximately 34 inches

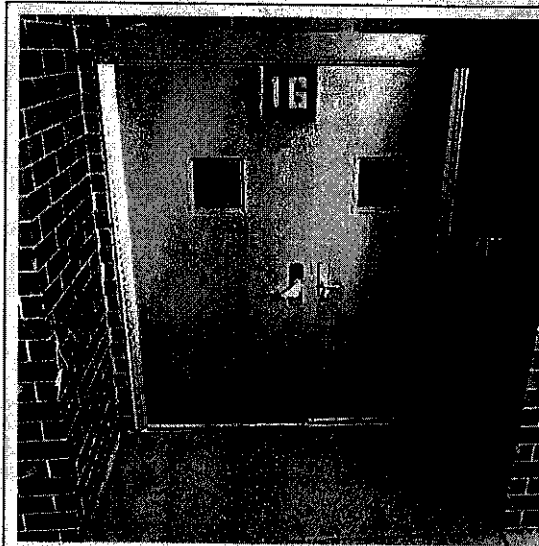


Figure 5: Entryway number 2.

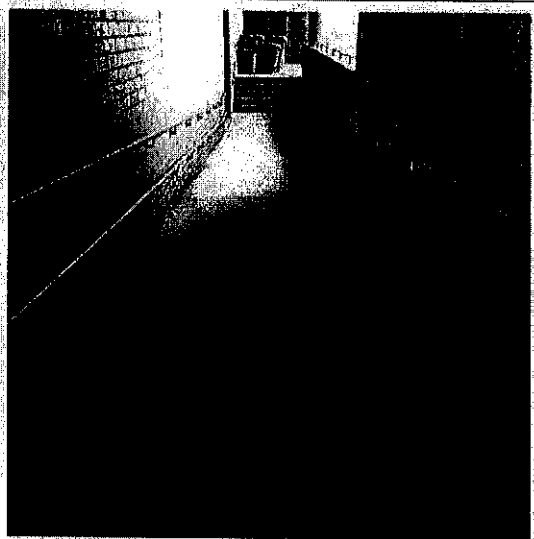
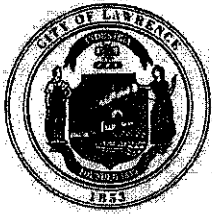


Figure 6: Ramp number 1. Slope of ramp is 4.2%





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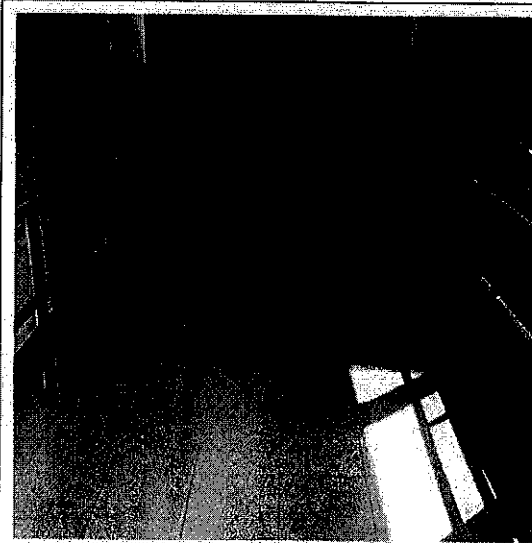


Figure 7: Ramp number 2. Slope ramp is 3.5%.

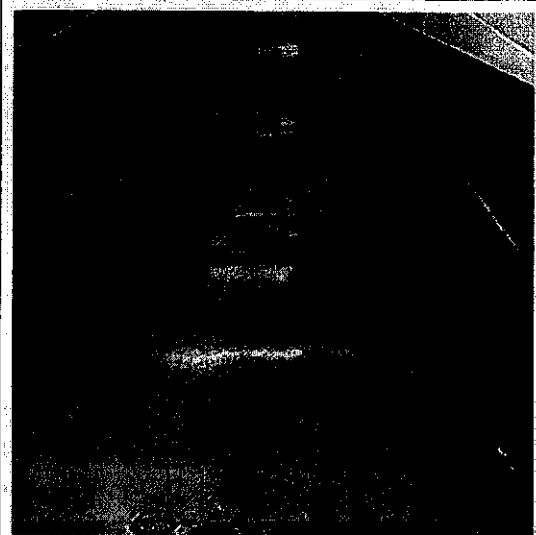


Figure 8: Ramp number 3. Slope of ramp is 4.2%.

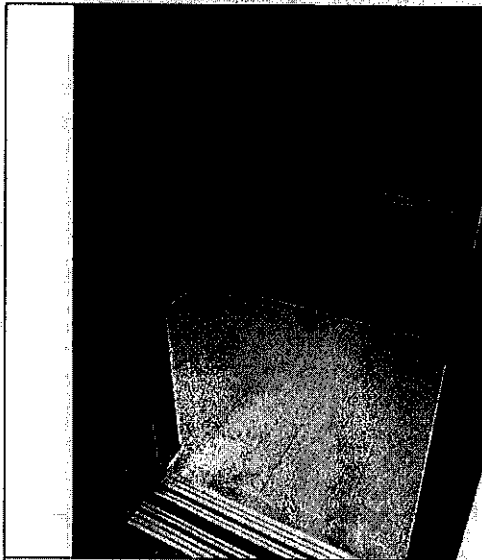


Figure 9: Typical elevator layout. Elevators are compliant.

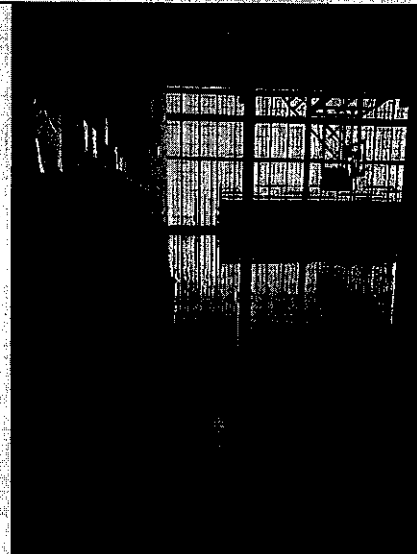
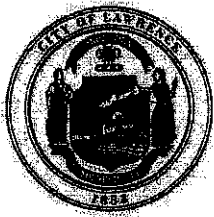


Figure 10: Double doors at gym. Middle metal post can be removed if needed.



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ACTING CITY ENGINEER

### Conclusion

Accessibility Matrix						
	High School Learning Center	Lawrence Public Library	Lawrence Senior Center	Former Boys & Girls Club	Wetherbee School	Northern Essex Community College
Accessible Route	8	10	10	9	8	10
Parking	5	9	10	7	9	10
Door & Doorways	9	10	10	9	9	10
Ramp/Elevator/Lift Curb Cut	8	N/A (10)	N/A (10)	9	6	10
Distance to Voting Room (From Parking Lot)	6	10	9	8	9	9
<b>Total</b>	<b>36 (C-)</b>	<b>49 (A+)</b>	<b>49 (A+)</b>	<b>42 (B)</b>	<b>41 (B-)</b>	<b>49 (A+)</b>

### Notes

1. Scores is from zero to ten. Ten being the best, zero the worst.
2. N/A = not applicable
3. Repairs to any deficient items will increase the scores (i.e. adding temporary asphalt to cracked concrete ramp)

Based on the accessibility study, from passenger drop off/ parking lot to voting room facilities that are compliant with 521 CMR are Lawrence Public Library, Lawrence Senior Center, Northern Essex Community College and former Boys and Girls Club building. Repairs to the Wetherbee's concrete ramp and High School Learning Center concrete curb cut will also make the building compliant to 521 CMR.

Very respectfully,

Felix Garcia Jr., PE  
Acting City Engineer

