



Town of Lancaster
Office of the Board of Selectmen
701 Main Street, Suite 1
Lancaster, MA 01523

Stanley B. Starr, Jr., Chairman
Walter F. Sendrowski, Clerk
Mark A. Grasso, Jr., Member

Orlando Pacheco, Town Administrator
Kathleen A. Rocco, Executive Assistant

July 9, 2018

To Whom It May Concern:

As the ADA Coordinator for the Town of Lancaster, Massachusetts, I, Orlando Pacheco, attest to the fact that the Town of Lancaster engages in employment practices that are in compliance with the Americans with Disabilities Act.

The Town of Lancaster uses best practices in the following areas:

- Recruitment
- Personnel actions
- Leave administration
- Training
- Testing
- Medical exams and questionnaires
- Social and recreational programs
- Fringe benefits
- Collective bargaining agreements
- Wage and salary administration

Attached are a copy of the Human Resources Bylaw and the Application for Employment.

Please let me know if you have any questions.

Sincerely,

Orlando Pacheco
Lancaster Town Administrator
Lancaster ADA Coordinator

Attachments: (2)