



**United States Department of Agriculture  
Rural Development  
Massachusetts•Connecticut•Rhode Island**

April 11, 2011

Edgartown Waste Water Treatment facility  
330 West Tisbury Rd  
Edgartown, MA 02539

Subject: Edgartown Sewer Compliance Review

Dear Mr. Aloso

The USDA, Rural Development office completed a pre-award compliance review on 4/5/2010. I met with you to determine if Edgartown's sewer department is in compliance with the requirements under Title VI of the Civil Rights Act of 1964 and Section 504 of the Rehabilitation Act of 1973. Federally assisted programs/facilities must adhere to these requirements as long as they receive assistance or maintain a balance on their loan from the agency. These reviews will be conducted every 3-6 years.

Based on our observations, we are pleased to report that the results of our review reveal that there is no indication of discriminatory practice and the organization has been found to be compliant. This decision is subject to Edgartown completing the following items in the next 30 days unless otherwise noted:

1. Reasonable accommodations and how your department handles requests should be written policy. Please submit a copy of this policy to Rural Development. If you update your handbook to include this policy, please submit a copy of the updated page in the handbook.
2. Existing & new user(race, gender, & ethnicity) information must be obtain and tracked for informational purposes. As we discussed, one option may be to provide a survey with your next billing cycle in August, collect and report the data as bills are received. We will need a follow up to this by December. Our next subsequent review will require existing user info as well new application info received from 2011 forward.
3. Please update the annual sewer report, personnel bylaw, and any other written material & brochures used by the sewer department to advertise & distribute information with the appropriate non-discrimination clause. You may use the short version "Equal Employment Opportunity Provider" where space is limited. I have attached a copy for you.
4. Please have the town website's updated to include the revised sewer connection application, which should now include the racial status block.

15 Cranberry Highway • West Wareham, MA 02576

Phone: (508) 295-5151 ext. 3 • Fax: (508) 291-2368 • TDD: (413) 253-4590 • Web: <http://www.rurdev.usda.gov/ma>

Committed to the future of rural communities.

"USDA is an equal opportunity provider, employer and lender."

To file a complaint of discrimination write USDA, Director, Office of Civil Rights, 1400 Independence Avenue, S.W., Washington, DC 20250-9410 or call (800)795-3272 (voice) or (202) 720-6382 (TDD).

As a reminder,

1. Please be aware that the nondiscrimination clause must be included on any future written material, brochures, pamphlets, job vacancies, or notices for public review as well as your website. All advertisements should also include this information. Please continue to keep copies each year for our review.
2. The most recent Justice for All Poster must always be conspicuously displayed in your office building.

Thank you for your cooperation and please call if you have any questions regarding this letter.

Sincerely,



ANNE M CORREIA  
Area Specialist

Cc: Town of Edgartown: Town Administrator

July 24, 2006

**SUBJECT:** Nondiscrimination Statement – Recipient (Revised)  
RD AN No. 4197 (1901-E)

**TO:** All Employees

**FROM:** Cara Rigali  
Mgmt Analyst CRM

National Office has issued RD AN No. 4197 (1901-E), dated June 9, 2006, and released July 17, 2006. This AN provides a revised nondiscrimination statement for use by recipients of all Rural Development's programs as required in Departmental Regulation (DR) 4300-3, dated, November 16, 1999, which establishes a policy to ensure positive and continued notification of USDA's equal opportunity policy to the public.

Further, compliance with DR 4300-3, Section 7b(2), and RD Instruction 1901-E requires that recipients be notified in writing of their responsibility to disseminate the information.

Effective immediately, each Area Director should take appropriate steps to notify each program recipient within their jurisdiction of the revised nondiscrimination statement and the requirement to ensure that the nondiscrimination statement is printed on all materials, print and nonprint (brochures, pamphlets, newspaper advertisements, news releases, outreach letters, letterhead, audio, video, internet, and etc.) relating to their program or activity. A copy of the notification to the individual recipient should be filed in the respective recipient docket. Please inform me when notification to all recipients is complete.

If you have any questions please contact me at (413) 253-4320 or [Cara.Rigali@ma.usda.gov](mailto:Cara.Rigali@ma.usda.gov).

**Please provide the following information to recipients:**

The nondiscrimination statement shown below shall be posted in all recipient offices, and included, in full, on all materials regarding such recipients' programs that are produced by the recipients for public information, public education, and public distribution.

*long version* { "In accordance with Federal law and U.S. Department of Agriculture policy, this institution is prohibited from discrimination on the basis of race, color, national origin, sex, age, or disability. (Not all prohibited bases apply to all programs.)

To file a complaint of discrimination, write USDA, Director, Office of Civil Rights, 1400 Independence Avenue, S.W., Washington, D.C. 20250-9410, or call (800) 795-3272 (voice), or (202) 720-6382 (TDD)."

If the material is too small to permit the full statement to be included, the material will at a minimum include the statement in print size no smaller than the text, that:

*Short* { "This institution is an equal opportunity provider, and employer."