



United States
**Census
2020**

The Commonwealth of Massachusetts
William Francis Galvin, Secretary of the Commonwealth

Phase 1 Block Boundary Suggestion Program Verification
(Single Precinct Municipalities)

Thank you for your participation in the Block Boundary Suggestion Program.

Project Overview:

Last year the Secretary's Office provided local multi-precinct municipalities with maps to review their visible block boundary lines that were identified by the U.S. Census Bureau. For all multi-precinct municipalities these block boundary lines will be used to build new precincts following the 2020 Census. As a single precinct municipality, you were exempt from participating in the initial phase of this program. However during the verification phase, the U.S. Census Bureau is requesting that all municipalities in the Commonwealth review and verify their municipal boundary lines as depicted on the enclosed maps. This phase also provides an opportunity for your municipality to add any new streets, make corrections to any streets or other features that may be either misplaced or mislabeled or delete any streets or features that no longer exist.

Deadline and Submission:

The **deadline for your submission is April 14th**. Deadlines have been assigned by County, as submissions to the U.S. Census Bureau must be at the county level. If you cannot submit by this deadline, please contact John Barr at 617-878-3219 to provide an expected submission date. Any municipalities that do not submit by their assigned deadline will be processed in the order received with other late submissions. However, since submissions must be made at the county level, we cannot hold off submission of a county for municipalities who fail to meet the county deadline.

Because of the short timeframe, we cannot guarantee accommodation to all late submissions. Unfortunately, there will be no final review of changes requested for those participants.

PLEASE REMEMBER THAT THIS IS A TIME SENSITIVE PROCESS. If you expect a delay in submission, please notify us as early as possible. To review all submissions and complete updates to a consolidated statewide electronic file, significant time is needed by our office.

Phase 1 Block Boundary Suggestion Program Verification Instructions

Enclosed is a map(s) for your municipality that depicts potential U.S. Census Bureau block boundary lines, large housing unit blocks, area landmarks, municipal boundary and precinct lines. Also included is a pencil for making corrections, or identifying additional changes to the map features. The enclosed map(s) is color coded to reflect the current status of the U.S. Census Bureau block boundary lines for your municipality. Each block boundary line is coded as either red-“Not Held”, blue-“Planned”, or green-“Status Not Specified”. **However, as a single precinct town, there is no need for you to review the status of the block boundary lines. We only ask that you review your municipal boundary lines and provide any street/feature updates that you wish to include.**

Each municipality may schedule a call for questions with the Secretary's Office to address any inquiries prior to submission. Please have your questions prepared, and invite your municipal review team to participate. To schedule a call, please contact John Barr at 617-878-3219 or john.barr@sec.state.ma.us.

Return your maps by mail, attention to:

John Barr, Phase 1 Project Manager
Secretary of the Commonwealth's Office
1 Ashburton Place, Room 1613
Boston, MA 02108

Review Criteria:

1. Municipal Boundary Review

The Census Bureau will accept updates or corrections to municipal boundaries at this time. If a boundary line is incorrectly depicted, please highlight the area in question with a blue pencil and provide any additional information that supports this requested change.

2. New/Updated Feature Suggestions

If there are any new streets that are not currently depicted on the map(s) you can add them at this time. These new streets should be drawn in using a blue pencil, and should be as close to the correct location as possible. Please label the new streets on the map with a consecutive numbering sequence, and provide a description for each in the “Notes” area on the printed map layout. Any available information to accompany such additions will be helpful and will reduce follow up contact. If any existing streets or features are incorrectly labeled or are not in the correct location, you can update this information with a blue pencil as well. If there are any streets or features depicted in the map(s) that no longer exist, you can mark them with a red pencil.