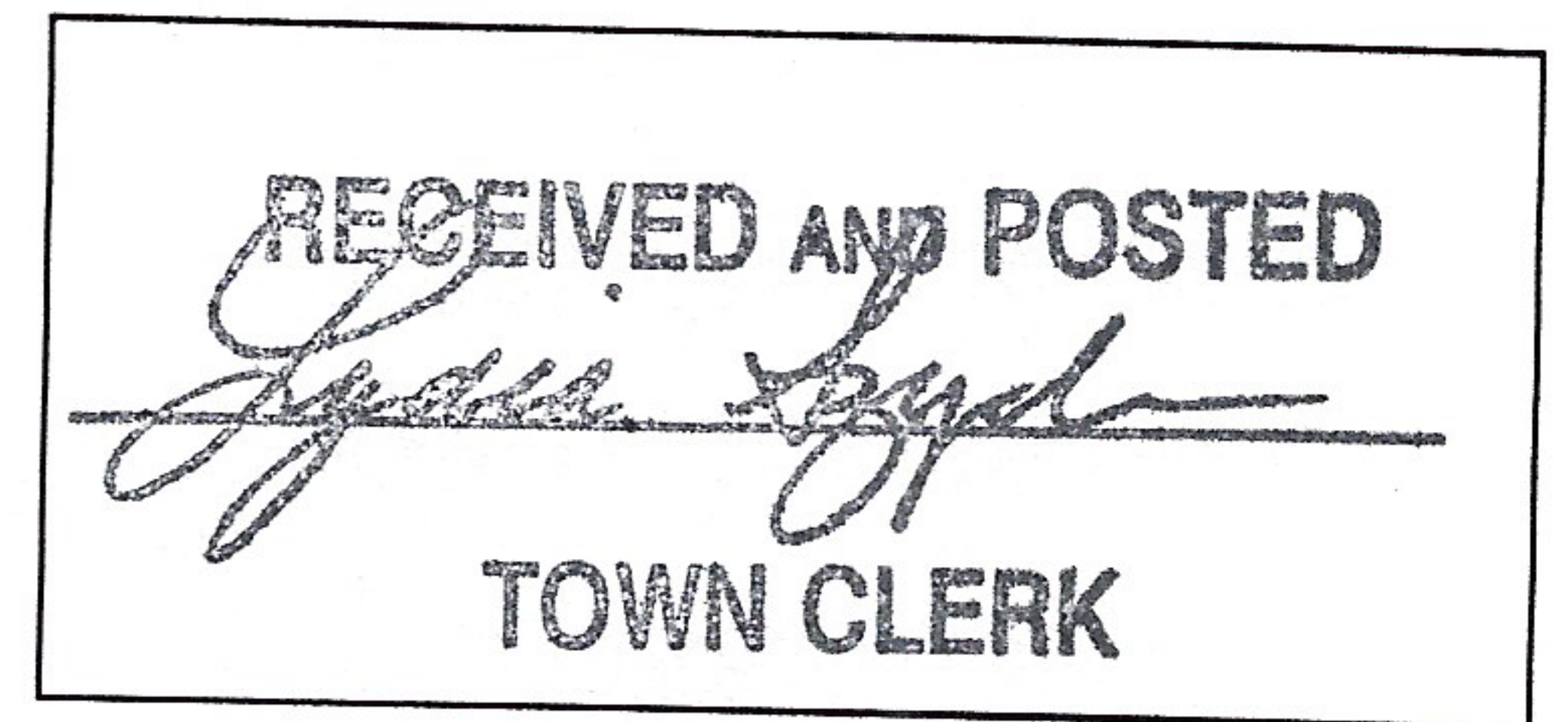




**TOWN OF HATFIELD  
MASSACHUSETTS**

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**MEETING NOTICE**



APR 14 20 11:20AM

**Board or Committee Name: Hatfield Housing Authority**

**Date and time of Meeting: Tuesday, April 21, 2020 at 6:30 P.M.**

**Location of Meeting:** Due to the social distancing guidelines related to the COVID-19 state of emergency, this meeting will be held remotely, not at the HHA's Community Building. The public is invited to listen to the meeting via phone. At 6:30 P.M. on April 21<sup>st</sup>, you may join the meeting by calling the conference line at (Toll Free) 1 (866) 899-4679 or 1 (312) 757-3117 then enter the access code 449-688-717 followed by the # sign.

**Source: Brenna Duquette, Executive Director/Secretary**

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**Agenda: REGULAR MEETING April 21, 2020**

Meeting will be called to order at 6:30 P.M. at 2 School Street, Hatfield, MA

Roll Call

Citizen Speak

Minutes of Regular Meeting Held February 19, 2020. No Regular Meeting Held in March 2020.

Financial Report as of March 31, 2020

**OLD BUSINESS**

1. Parking Lot Project #127036 approved by Board of Selectmen on March 3, 2020.
2. Savings account established through People's United Bank for Pet Deposits
3. Executive Director's Six-Month Review Postponed



## **NEW BUSINESS**

1. Boston Globe Request of HHA's Records – Public Records Request Policy
2. Project #127038: Renovation of Apartment 4C – Approval of 3 Change Orders, Certificate of Substantial Completion, and Certificate of Final Completion
3. Western Massachusetts Regional Legal Services Program Pilot
4. PHN #2020-06: Implementation of the Annual Plan per Chapter 121B, Section 28A
5. PHN #2020-07: COVID-19 Information Memo
6. PHN #2020-08: DHCD Oversight During COVID-19
7. PHN #2020-09: Interim Redeterminations
8. PHN #2020-10: Capital Projects During COVID-19
9. PHN #2020-11: Operational Guidance for COVID-19
10. PHN #2020-12: Guidance on Evictions and Rent Recertifications
11. PHN #2020-13: Preparing for and Responding to COVID-19 Case in Public Housing
12. PHN #2020-14: Procuring Supplies & Services Related to COVID-19
13. PHN #2020-15: Resident Services Resources
14. PHN #2020-16: Remote Public Meetings During COVID-19

## **REPORT OF THE EXECUTIVE DIRECTOR**

1. Agreed Upon Procedures (AUP) Audit Scheduled for March 23, 2020 postponed due to COVID-19
2. March 11<sup>th</sup> and March 17<sup>th</sup> Notices to all Capawonk Residents
3. Emergency Hot Water Tank Replacement – Apartment 10A
4. Vacancy Report
5. Quarterly Energy Report

OTHER BUSINESS - Consideration of any matter not known about or which could not have been reasonably foreseen within 48 hours of this meeting.

Motion to review, approve and sign payroll, time sheets and accounts payable.

Motion to accept and sign the April 21, 2020 Warrant.

Motion to Adjourn

Respectfully Submitted,

Brenna Duquette, Secretary