

**MARSHFIELD HOUSING AUTHORITY
12 TEA ROCK GARDENS MARSHFIELD, MA 02050
BOARD OF COMMISSIONERS MEETING MAY 4, 2020, 5:30 P.M.
VIA TELEPHONE
PLEASE CALL 712-432-6122 ACCESS CODE 377643**

REMOTE PARTICIPATION MEETING AGENDA

In response to Governor Baker's declaration of a public health emergency and the related Emergency Executive Order dated March 12, 2020 as well as the Marshfield Board of Selectmen's Declaration of Emergency on March 17, 2020, the Marshfield Housing Authority shall be meeting remotely until further notice. An audioconferencing application will be used for this purpose. The telephone access number will be provided on all meeting agendas and also on the Housing Authority website. This application will permit the public to access and participate in future Commission meetings and hearings. Instructions for joining meetings in this manner will be provided on the Town and Town Clerk's websites. We extend our thanks for your understanding and participation in this manner, which is intended to keep members of the Board and the public safe.

1. Roll Call
2. Pledge of Allegiance
3. Motion to approve the minutes of the March 2, 2020 Board Meeting
4. Motion to approve the minutes of the April 13, 2020 Board Meeting

Mod/Maintenance

5. Motion to approve the new Marshfield Housing Authority Logo. Deferred to June Meeting.
6. Motion to approve the new Tenant Rent Collection Policy. Deferred to June Meeting.
7. Motion to approve the new Grievance Policy Deferred to June Meeting.
8. Motion to approve the new Elderly Pet Policy Deferred to June Meeting.
9. Motion to approve the new Fire Prevention Policy Deferred to June Meeting.
10. Motion to approve the new Smoking Policy Deferred to June Meeting
11. Motion to approve the new Patio and Garden Policy Deferred to June Meeting.
12. Motion to approve the 2020 Organization Chart Deferred to June Meeting.
13. Motion to award and authorize the Executive Director to execute a contract to Glionna Plumbing and Heating Services, Inc. for the Waste Pipe Replacement at Tea Rock Gardens. The bids were opened on April 24, 2020, there were four (4) bids received and Glionna Plumbing & Heating was the low bidder (see attached bid tabulation). The contract is in the amount of \$169,000.00. The source of funding for this contract is DHCD Formula Funds.
14. Motion to approve the accounts payable and the payments.

Finance

Tenant Services

Executive Director's Report

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NOTES TO REMOTE MEETINGS

1. All or any of the members of the public body may choose to participate in a public meeting via remote access. Meetings may be virtual, in their entirety.

2. The public will not be allowed into a Board/Committee meeting, even where there are any members of the public body and/or town staff or official(s) physically present at the meeting location during the meeting. "Public comment" portions of meetings will be temporarily suspended.

3. However, the public will be provided with alternative access through which they can watch or listen to meetings "in real time" and meeting notices will specify the manner in which members of the public may access audio or video of the meeting as it is occurring.

4. If, despite our best efforts, our technological capabilities do not adequately support public access to virtual or remote meetings, the town will ensure that an audio or video recording, transcript, or other comprehensive record of the proceedings at the meeting is posted on the town's website as soon as possible after the meeting.

5. Notices for public hearings will contain additional information about how the public may participate via electronic/technological means.

6. For executive session meetings, public access to the meeting will be limited to the open session portion(s) of the meeting only. Public access to any audio, video, internet or web-based broadcast of the meeting will be discontinued when the public body enters executive session.

7. Where individuals have a right, or are required, to attend a public meeting or hearing, including executive session meetings, they will be provided with information about how to participate in the meeting/hearing remotely.

8. Meeting notices will still be posted at least 48 hours in advance (not counting Saturdays, Sundays, or legal holidays), unless it is an emergency meeting as defined under the Open Meeting Law (in which event, the meeting notice will be posted with as much advanced notice as is possible in the circumstances). Minutes will still be taken.