

Este é um documento importante. Por favor entre em contato HUDSON HOUSING AUTHORITY no 978-562-9268 para assistência gratuita em idiomas. (Portuguese)



HUDSON HOUSING AUTHORITY

8 Brigham Circle
Hudson, MA 01749
Tele. No. (978) 562-9268
Fax No. (978) 562-4623

March 16, 2020

TO: All Residents and Clients of Hudson Housing Authority
RE: Coronavirus (COVID-19) UPDATE

Given the evolving, yet uncertain, nature of the coronavirus (COVID-19) outbreak across the Commonwealth, the HHA is taking the following precautions to protect our residents and staff, **effective immediately and until further notice:**

- **HHA OFFICE NOW CLOSED TO THE PUBLIC!**

The HHA office remains open via phone and email! HHA office hours are temporarily changed to 9:00AM – 3:00PM.

Office Phone	(978) 562-9268
Jackie Beaulieu	jaclynp@hudsonhousing.org
Cherie Brigham	cherieb@hudsonhousing.org
Bob Milne	admin@hudsonhousing.org
Madison Waterman	madisonw@hudsonhousing.org

Paperwork and rent checks can be dropped through the mail slot in the HHA office front door, or mailed to 8 Brigham Circle, Hudson, MA 01749.

- **EMERGENCY WORK ORDERS ONLY!**

Until further notice, HHA Maintenance will ONLY be entering occupied units to complete emergency work orders, as categorized by the attached Hudson Housing Authority List of Emergencies. Regular work orders will NOT be completed at this time. Health status questions will be asked of residents prior to staff entering.

- **COMMUNITY ROOMS ARE CLOSED**

Community rooms are closed to all gatherings. **Laundry facilities remain OPEN.**

- **Daily cleaning (6 days/week) by HHA maintenance personnel continues** to disinfect door handles, light switches, and other routinely-touched surfaces in building entryways, hallways, and laundry room facilities.
- Residents who experience a loss of income during this period should contact HHA admin staff to discuss whether they require an interim rent adjustment
- All inspections and scheduled administrative appointments have been cancelled.
- All residents should practice Social Distancing by staying at least 6 feet away from others

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- Residents are recommended to sanitize touchable areas in their units and wash their hands frequently. Try not to go out except for necessities. Make sure you have enough food and medications.
- If you become sick with flu-like symptoms, stay in your unit and contact your health care provider or the hospital
- If you are over 60 years of age or have significant health issues, we urge you to self-isolate in your unit. Please be sure to share your phone number with your family and neighbors so that they can check in on you by phone. Please let us know if you have a neighbor you are concerned about!

This is a fluid situation and all residents are urged to follow the advice and precautions provided by medical professionals as well as federal, state, and local authorities. We must all remember to act with common sense and not out of fear, to be patient and not panic, and to do our part to protect ourselves and our community.

Finally, please be patient with us during this time! As a community, the HHA is committed to the health and safety of its residents and its employees, but, like all of you, we are trying our best to navigate through this quickly evolving and unprecedented health crisis! The HHA admin staff will be staggered during business hours to limit contact with each other, and our office may experience limited hours of operation and/or delays in returning your correspondence. Please be assured that any emergent matters will be dealt with expeditiously and our maintenance staff, as always, is available 24/7 for maintenance emergencies.

More information about COVID-19 is available on www.mass.gov/covid19. This memo can also be found on our website at www.hudsonhousing.org.

We will keep you all updated regarding any further mandates and changes to our operating procedures here at HHA in the coming days and weeks.

Thank you all for your cooperation in this important safety matter. Stay healthy everyone!!

Best to you all,

Jackie
Jaclyn A. Beaulieu
Executive Director