



PUBLIC IMPROVEMENT COMMISSION

of the **CITY OF BOSTON**

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Chairman

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PIC COVID-19 Update, Temporary Practices

With the ongoing public health concerns surrounding the novel coronavirus disease (COVID-19), the Public Improvement Commission (PIC) will be taking the following temporary steps to promote social distancing and to comply with federal, state, and local directives:

- **The PIC hearing scheduled for April 9th has been canceled.**
- The PIC hearing scheduled for March 26th will be held as scheduled with the following changes to the physical location of hearing participants:
 - Commissioners/City support staff: City Hall room 801 (typical hearing room)
 - Presenters/project team members: City Hall room 900 (BPDA Board Room)
 - Members of the public: 26 Court Street, 1st floor (Winter Chambers)
- Other future PIC hearings will tentatively be held as scheduled. PIC staff will be present during hearings at all three aforementioned locations until further notice.
- Hearing participants at all three locations will be digitally connected, per the City's Department of Innovation & Technology.
- For those members of the public who are unable to attend the proceedings in person at 26 Court Street, all hearings will continue to be televised and may also be viewed online via Boston TV: boston.gov/departments/broadband-and-cable/watch-boston-city-tv.
- Written testimony for all agenda items will continue to be accepted via email; testimony should be directed to PIC@boston.gov.
- A project may be considered eligible for a New Business agenda only if a 100% complete submission package (three sets of full-size PIC plans, one copy of everything else) is delivered



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to the PIC office by 4:00 PM on the Thursday prior to the target PIC hearing. **Incomplete and/or piecemeal submissions will not be placed on a hearing agenda.** For additional information on submission requirements, please reference the relevant PIC procedural checklist(s) found online: boston.gov/PIC#related-documents.

- In addition to the typical hard-copy submission, a prospective New Business project is also required to submit a digital copy of all submission requirements to PIC@boston.gov.
- All dissemination of PIC plans to Public Agency and Utility Company reviewers should be done via email; certified mailings are not necessary.
- PIC staff will not be accepting in-person meetings except for extreme circumstances; consultation via conference call will be available on Mondays and Thursdays. Conference calls should be scheduled in advance via email.
- PIC staff will continue to be available via email during normal business hours.

These practices should be considered in effect immediately and will remain in effect until further notice by PIC staff. Updates to these practices will be posted as appropriate. Please feel free to contact PIC@boston.gov should you have any questions. Thank you.

Sincerely,

Todd M. Liming, P.E.

Interim Chief Engineer