

North Andover Housing Authority

One Morkeski Meadows
North Andover, MA 01845



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Minutes of the Meeting of December 15, 2022

The regular meeting of the North Andover Housing Authority was held on Thursday, December 15, 2022, at the Community Room at Morkeski Meadows.

Proper 48-hour notice was filed with the Town Clerk.

Stephen Long called the meeting to order at 4:00 P.M. and upon roll call the following answered present:

Max Butterbrodt
Edward Capodilupo
Stephen Long
Mary Beth Soucy-Larkin

Maggie Cleary, Executive Director of the North Andover Housing Authority was also in attendance. Member Tracy Watson was absent.

Minutes

The board reviewed the minutes of the previous regular board meetings held on November 17, 2022. Edward Capodilupo made a motion to approve the minutes. Stephen Long seconded the motion. Mary Beth Soucy-Larkin abstained as she was not in attendance at that meeting. The motion carried by a board vote of 3-0.

Tenant Participation

There was no specific tenant participation at this meeting.

New Business

- a. Board Vote - Review of Resident Balance Report for November 2022, Vacancy Report, and Work Order Report for November 2022: Edward Capodilupo made a motion to approve the Resident Balance Report, Vacancy Report and Work Order Report. Stephen Long seconded the motion, and it was approved 4-0.
- b. Board Vote – Amendment to Section 8 Housing Choice Voucher Administrative Plan regarding Interim Reexaminations: Maggie Cleary explained the potential change to the administrative plan, discussing the pros and cons to implementing this new rule. Mary Beth Soucy-Larkin commented that she is in support of the change but recommends an update to the board in six months' time. Maggie Cleary noted that they can undo the change at any time and revert to the current practice by a simple board vote. Mary Beth Soucy-Larkin then made a motion to approve the change regarding interim reexaminations to the Section 8 HCV Administrative Plan, with the caveat that the board is provided with an update in six months. Max Butterbrodt seconded the motion, and it was approved 4-0.
- c. Report of the Executive Director: Maggie Cleary updated the board on general housing authority business, providing updates on a few court cases as well as upcoming audits and reviews. She also updated them on capital activities at both the state and federal complexes. No vote was necessary.

Other Business

Edward Capodilupo made a motion to adjourn the meeting and wished everyone happy holidays. The motion and sentiment were seconded by Max Butterbrodt and passed 4-0. Mary Beth Soucy-Watson declared the meeting adjourned at 4:37 p.m.

Respectfully Submitted,

A handwritten signature in cursive script that reads "Maggie Cleary".

Maggie Cleary

Executive Director