

# North Andover Housing Authority

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## MEMO

**To:** North Andover Housing Authority Residents  
**From:** Maggie Cleary, Executive Director  
**Date:** 4/6/2020  
**Subject:** COVID-19 Update

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There are a growing number of COVID-19 cases in North Andover and the Merrimack Valley, and you need to assume that some of your neighbors in your building/development may be affected and are self-quarantining/recuperating at home. Please be compassionate & kind. The following is an update for North Andover Housing Authority Residents on the COVID-19 Emergency and the steps we are taking and encourage you to take to prevent the spread of coronavirus:

- Continue to practice social distancing by staying at least 6' away from others at all times.
- **Residents should not be visiting each other.** Please stay in your unit unless you need to go out for essentials such as buying food or picking up a prescription. Wear a scarf/mask if you go out. Share your phone number with family & neighbors so they can check in on you by phone and let us know if you have a neighbor you are concerned about.
- **Please refrain from gardening at this point in time.** NAHA spring landscaping has been delayed to the situation, and all residents should refrain from doing any planting other than in pots. Things that are planted now may need to be removed by the landscapers, or because they are not in line with HUD guidelines.
- **You should not be having any overnight guests at this time! Due to the high risk visitation presents to residents, only building residents, NAHA staff, health-care professionals, first-responders, or other individuals providing essential needs should enter your unit or building.**
- If you test positive for the virus or if you believe that you have come in close contact with someone who has COVID 19 you should contact your health care provider, stay in your unit, and monitor symptoms. The Board of Health is prohibited from sharing someone's COVID-19 status with the NAHA, so we encourage you to please notify us immediately if you test positive for COVID-19, so we may take proper precautions to prevent the further spread of the virus.
- We will continue sanitizing touchable areas of our building's common areas. You should also sanitize touchable areas in your unit and wash your hands frequently. **Community Rooms and public bathrooms remain closed.** Laundry rooms remain open, but you must keep 6' away from others doing laundry. Only 1 person or household should use an elevator at a time unless they need assistance.
- The NAHA administrative office remains closed to the public, **but our staff will continue to be available by phone at 978-682-3932 and by email.** Email addresses can be found at our website at [www.northandoverha.com](http://www.northandoverha.com). Rent and other documents may be dropped off in the mail slot at our administrative office at 1 Morkeski Meadows. Mail is being checked daily.
- Our maintenance staff will only be entering occupied units to address emergency health & safety issues and health screening questions will be asked of residents prior to staff entering.

Additional information on our response to COVID-19 is available on our website at [www.northandoverha.com](http://www.northandoverha.com). Please contact us if you have any questions or needs. We appreciate your patience and cooperation. We will get through this together!