

North Andover Housing Authority

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MEMO

To: North Andover Housing Authority Residents
From: Maggie Cleary, Executive Director
Date: 5/14/2020
Subject: Air Conditioner Installation during COVID-19 Pandemic

Despite the current temperatures lately, air conditioner season is almost upon us! Due to the COVID-19 situation, we will be making some temporary exceptions to the North Andover Housing Authority Air Conditioner Policy, which can be found on our website.

We will be waiving the requirement for your air conditioner units to be professionally installed by approved contractors, in order to limit the amount of people entering your unit. You may install the air conditioners yourself, if you are comfortable, or have one of your essential visitors or family members assist you. Please note that maintenance is not allowed to install your air conditioners for you! Also, if there is any damage to the window frames due to the way you installed your air conditioners (screws in frames), you may be charged for repairs.

If you would still like to use one of our A/C contractors, you certainly may do so. Below is contact info for both contractors so you can arrange an installation appointment.

- A & M Appliance - \$50 per install / uninstall: 978-480-0032
- Stuart Waddell - \$35 per install / uninstall: 978-987-1556

If you are purchasing a new air conditioner unit, please be aware that they cannot be more than 8,000 BTU.

Also, this is a reminder that all outdoor planting and gardening must be done in pots.

Plants, shrubs, and flowers that are planted directly into the ground may need to be removed by maintenance and landscapers to their jobs, or because they are not compliant with HUD or DHCD groundskeeping regulations.

Thank you for your patience and cooperation during this time!