

North Andover Housing Authority

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Minutes of the Meeting of April 17, 2025

The regular meeting of the North Andover Housing Authority was held on April 17, 2025, at the Community Room at Foulds Terrace.

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

Stephen Long called the meeting to order at 4:10 P.M. and upon a roll call the following board members responded present:

Edward Capodilupo
Marsha Finkelstein

Maggie Cleary was also in attendance. Tracy Watson and Adam Bagni were absent.

Minutes

The board reviewed the minutes of the previous regular board meeting held on March 27, 2025. Stephen Long needed to abstain from the vote since he was absent from the March meeting. Edward Capodilupo made a motion to table the approval of the minutes of the March 27th meeting until the May board meeting. Marsha Finkelstein seconded the motion. The motion to table the minutes from March 27, 2025, was approved 3-0.

Tenant / Public Participation

Resident Board Member Edward Capodilupo did not have any matters to discuss. McCabe Court resident Jackie McGuire stated that she enjoyed the coin exchange and coffee hour earlier that week.

New Business

- a. Board Vote – Resident Balance Report, Work Order Report, and Vacancy Report for March 2025 and Financials for February 2025: Maggie Cleary updated the board on a unit occupied by an unauthorized resident who needs to vacate since the leaseholder passed away. The NAHA has initiated eviction proceedings to take possession of the unit. Marsha Finkelstein made a motion to approve the Resident Balance Report, Vacancy Report, and Work Order Report for March 2025 and Financials for February 2025. Edward Capodilupo seconded the motion, and it was approved 3-0.
- b. Board Vote: Approval to apply to HUD to participate in the Rental Assistance Demonstration (RAD) Repositioning of the Federal Public Housing Program. Maggie Cleary provided background on the repositioning of the federal public housing portfolio process and emphasized that this was just the application step and that the repositioning would be a long road. Marsha Finkelstein made a motion to approve the North Andover Housing Authority to apply to the Rental Assistance Demonstration program to reposition the federal public housing portfolio. Edward Capodilupo seconded the motion, and it passed 3-0.

- c. Report of the Executive Director: Maggie Cleary updated the board on general housing authority business, including upcoming maintenance department staff changes and shortfall prevention actions being taken by the housing authority. She then touched upon capital projects, providing updates on new projects including Concrete Stair Repair/Replacement jobs at Fountain Drive & Bingham Way.

Other Business

Edward Capodilupo made a motion to adjourn the meeting. The motion was seconded by Marsha Finkelstein and passed 3-0. Stephen Long declared the meeting adjourned at 4:43 p.m.

Respectfully Submitted,

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

Maggie Cleary
Executive Director