

North Andover Housing Authority

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Minutes of the Meeting of February 26, 2026

The regular meeting of the North Andover Housing Authority was held on February 26, 2026, at the Community Room at Bingham Way. It was an open meeting, and all members of the public could attend via Zoom with a link that was provided.

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

1. Stephen Long called the meeting to order at 4:08 p.m. and upon roll call the following board members responded present:

Edward Capodilupo
Adam Bagni

Maggie Cleary was also in attendance. Tracy Watson and Marsha Finkelstein were both absent.

Minutes

The board reviewed the minutes of the previous regular board meeting held on January 22, 2026.

2. Edward Capodilupo made a motion to approve the January 22, 2026 meeting minutes, and Adam Bagni seconded the motion. The January 22, 2026, minutes were approved 3-0.

Tenant / Public Participation

3. There were no comments from tenants or the public at this meeting.

New Business

4. Board Vote- Work Order Report, Resident Balance Report and Vacancy Report for January 2026 and Financials from December 2025 and January 2026. It was mentioned that tenant payments from tax returns are starting to roll in and that the vacancy report continues to look good with one unit being leased at Fountain Drive since the last meeting. Edward Capodilupo made a motion to approve the Work order Report, the Resident Balance Report, and the Vacancy Report for January 2026 and Financials from December 2025 and January 2026. Adam Bagni seconded the motion, and it was approved 3-0.
5. Board Vote- Intergovernmental Agreement for Shared Human Resources Personnel Program. Maggie Cleary provided context on the shared human resource personnel pilot program the North Andover Housing Authority was invited to be part of. Arlington will act as the "host housing authority" and operate the shared human resources department with a \$254,291 grant from EOHLIC, which will cover the salary and benefits of two human resource positions for the first two years. Each participating member will agree to fund the administrative costs not

covered by the grant with an expected administrative fee of \$1,000 for the first two years. Adam Bagni motioned to approve the Intergovernmental Agreement for Shared Human Resources Personnel Program. Edward Capodilupo seconded the motion, and it was approved 3-0.

6. Board Vote- Authorization to Reposition 105 Units of Federal Public Housing to Project-Based Vouchers and transfer ownership to NAAHC, LLC. Edward Capodilupo motioned to approve the Authorization to reposition 105 Units of Federal Public Housing to Project-Based Vouchers and transfer ownership to NAAHC, LLC. Adam Bagni seconded the motion, and it was approved 3-0.
7. Executive Director's Report: Maggie Cleary recapped some recent business at the Housing Authority including: speaking at the North Andover Select Board Meeting on March 3, 2026 about the process of repositioning of our Federal public housing to a project based voucher program and the benefits for the housing authority, a presentation on cultural tolerance and diversity that will take place on Monday, March 9, 2026 at Foulds Terrace, and the renewing of the management services agreement with Wilmington for another three years. An update on the various Modernization/Capital Improvement Projects was also provided. Some of the projects like the Fountain Drive Concrete Entry/Stoop Repairs bidding and the Fountain Drive End-Unit Window Replacement have been tough with the snow. The board will vote to award the contract for the Foulds Terrace generator at the next meeting.

Other Business

Edward Capodilupo made a motion to adjourn the meeting. The motion was seconded by Adam Bagni and passed 3-0. Stephen Long declared the meeting adjourned at 5:05 p.m.

Respectfully Submitted,



Maggie Cleary
Executive Director