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TO: All Residents of the Northampton Housing Authority  
FROM: Cara Leiper, Executive Director  
Date: March 12, 2020  
Re: COVID-19

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Over the past few weeks, we've all seen the Coronavirus gain increasing attention in the media, from government officials, and across our country. On March 10, 2020, Governor Charlie Baker declared a state of emergency for Massachusetts. As this has unfolded, we have been monitoring the situation closely and have been taking steps to address the situation and be as prepared as possible.

Our first priority at the Northampton Housing Authority is always safety and our initial steps have aimed at ensuring the well-being of our employees, and residents, by enhance cleaning of common areas and common touch points such as door handles. We encourage all employees and residents to practice good hygiene, including washing hands often.

DHCD has asked us to remind residents of the following:

- To let management know if they are under self-isolation or quarantine orders, and in certain cases if they are experiencing flu-like symptoms, so that staff can adjust maintenance practices for those units.
- Ask residents and visitors to limit interaction with elderly and those with pre-existing health conditions.

Additionally, we are asking staff and residents to please stay home if they are feeling ill, especially with a fever or persistent cough. If you are feeling any impact of the concerns around COVID-19 please contact your health care professional for instructions on how and when to report to a medical facility.

Our leadership team is continuously evaluating potential risks and areas of impact on our business including, service to our residents, programs, meetings, and community gatherings. All community events will be postponed at this time including our Board Meeting scheduled for next week. We will continue to monitor and communicate any changes to that decision.

In addition, **out of an abundance of caution**, we have scheduled a deep cleaning at all of our properties in the common touch points such as elevators, common doors, and offices tomorrow, Friday, March 13, 2020. During this time, our offices will be closed but on-call maintenance staff will be available to complete any emergencies that arise.

We will continue to update residents if any additional changes occur.