

Wilmington Housing Authority
41 Deming Way, Wilmington, MA 01887
(978) 658-8531 Fax: (978) 657-4003

March 16, 2020

Dear WHA Residents,

The advent of the COVID-19 Coronavirus is impacting all of us in the Commonwealth and we are now all required to make some immediate changes in our lives. The Wilmington Housing Authority (WHA)'s primary concern is for the health and safety of those we serve. In order to preserve everyone's health & safety and to comply with Governors Baker's Emergency Orders and continue essential operations, we are taking the following steps immediately:

- The WHA's main office at 41 Deming Way are closed to the public, **but our staff will continue to be available by phone at (978) 658-8531**. Paperwork that is due for annual rent recertifications, income changes, or employment changes, should be left in the drop box next to the front door of our Main Office, faxed to (978) 657-4003, or emailed to the appropriate staff person. Emails can be found at our website at <http://www.wilmingtonha.org>
- Our Maintenance staff will only be entering occupied units to address emergency calls only and health-status screening questions will be asked of residents prior to staff entering. We ask residents to practice SOCIAL DISTANCING when Maintenance enters your unit if needed.
- Regular work orders will NOT be completed for the present time.
- All Community Rooms are closed until future notice. As Gov. Baker declared any functions, activities and gathering of 25 people or more need to be postponed.
- Laundry Rooms will remain open at this time, but all individuals should keep at least 6 feet away from others doing laundry.
- Only 1 person or household members should use the elevator at a time unless they need assistance.
- All residents and staff should practice social distancing by staying 6 feet away from anyone.
- We will further increase the frequency of sanitizing touchable areas of our building's common areas.
- Residents are recommended to also sanitize touchable areas in their units and to wash their hands frequently. Also make sure that you have surplus of food and medications.
- If you are 60 years of age or have significant health issues, we recommend that you self-isolate in your unit. Please share you phone number with your family & neighbors so they can check in on you by phone and let us know if you have a neighbor you are concerned about.
- **If you become sick with hflu-like symptoms stay in your unit and contact your health care provider.** You should remain in your unit until you are symptom free.
- Residents who experience loss of income must notify Denise immediately for rent review.
- Additional information on COVID-19 is available at www.cdc.gov/COVID19

I appreciate that this is a difficult time for all of us and thank all the residents for your cooperation to date and for your anticipated continued cooperation. Please continue to follow the previous letter sent on March 5, 2020, and limit your exposure as best as you can. The WHA will continue to communicate with residents as this situation evolves. If you have any additional needs in the coming days, please contact the office and we will do our best to assist you as your health & safety is most important to us.

Sincerely,

Emily LaMacchia, MPHA
Executive Director