



# Watervliet Housing Authority

February 2014



Charles V. Patricelli, Executive Director



Watervliet Housing Authority 273-4717  
ext. 201 Mary S  
ext. 203 Matt  
ext. 204 Daria  
ext. 205 Mary C

or  
office@watervliethousing.org

Emergency Number  
273-6085 (after hours)

Watervliet Police Dept.  
Call 911

Watervliet Fire Dept.  
Call 911

LIKE US ON  
FACEBOOK



We have a Web site...  
[WatervlietHousing.org](http://WatervlietHousing.org)  
Check us out, over  
50,000 have!

## Happy Valentine's Day!

### Attention

#### Hanratta Tenants

On February 6th, staff members from the Housing Office will be around to check your new window sills. Please be prepared for them to enter your apartment on that day. If you have any issues please call the office.

Please note, the office will be closed:

February 12<sup>th</sup> for  
Lincoln's Birthday  
February 17<sup>th</sup> for  
President's Day

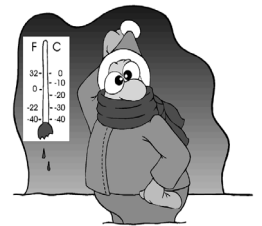


### Attention Joslin Tenants

We will be entering your apartment on February 11th to inspect the condition of your kitchen counter tops and your kitchen cabinets.

### Snow Policy

For your safety and convenience, following a snow storm all cars should be removed from the parking lots. Tell your neighbors to move their cars — it will make it easier for you and us. We will TRY and post on channel WVLT 17 when we are going to plow the lots. This hopefully will give you some additional warning. Don't forget to shovel your walks and porches or you will be charged \$5.



Be heart-healthy.

Make A Date With Your Heart! February is American Heart Month, and Valentine's Day is a great time to start taking steps to be heart-healthy.

- Avoid smoking and secondhand smoke.
- Limit alcohol use.
- Maintain a healthy weight.
- Be active.
- Eat healthy.



# Attention Senior Citizens



2014



## Attention Hanratta Tenants

### Front Load washing machines

You must load your clothes first before you put the money in the slot. Some of the problems with the washing machine at Hanratta (front loaders) are that people are putting the money starting the machines first and then the clothes in the washing machine. This machine is on a timer and you only have a few minutes when you put the money in and shut the door.

## Happy Valentine's Day from Grace Fellowship

Seniors, members of the church at Grace Fellowship will be stopping by your apartments on Feb 8th to give you a valentine's day card. We wish to thank them for always keeping our seniors in their minds.



## Attention all Seniors with lobbies: ICE MELT

There is a bucket in the front entrance of every senior hallway, please help us out, spread a little on the walkway when you are leaving your apt if you see that it is icy. If you see the pail going empty, please let us know. Be safe and not sorry.



## Fall Prevention

The visiting nurses of Albany are continuing their very helpful Fall Prevention program. Are you prone to falls? Perhaps you could benefit from their services. The Visiting Nurses will come to your home and do an evaluation on home safety. There needs to be an order from your physician to do a fall prevention check. They will make recommendations for assertive devices to prevent injury, such as padded pants. For more information you can call 489-1430.



## Fire Safety Hanratta

Firemen will check all apartments in the event of an emergency. If one of your neighbors is wheelchair bound or can not leave the unit, let the firemen know what unit the person is in or what staircase they are waiting at. Call the office if you or someone is wheelchair bound or may need assistance so we can let the fire department know. Do not panic, take fire alarms seriously, but be assured that you live in a safe building and that the city has a great fire department.

# Around the WHA...

## Emergency Numbers

The next time you call the emergency number, think if it's really important or if it can wait until tomorrow. Another note to remember; the same maintenance person is not on each night. Try not to call their home numbers, use the emergency number instead, 273-6085. Remember an emergency is a serious electrical hazard, water running that can't be stopped, like a broken pipe (not a dripping sink). If the drain is dripping put a pan under it or shut the valve. If your refrigerator or stove breaks down we call a service company to repair them, we cannot fix them on the weekend or at night. If your drains run slowly it may be the signs of a clog. Call us at the first sign, they usually don't get better.



## Windows

We all know that the windows in your apartment are heavy and it's sometimes difficult to push the top window up. If you are having problems let us know. We can give you a dowel stick to put under the window so it will keep the window up. If the window is open even slightly, it will allow the cold air in, making you cold and wasting very expensive heat.



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## Smoke Detector Maintenance Policy



Your unit is equipped with one or more smoke detectors. You must ensure that the smoke detectors are operating at all times. Never disconnect a smoke detector for any reason.

The smoke detector has a red indicator light on its face. If your smoke detector is operating properly, this light will be lit. If the light is flashing and the smoke detector beeps every few seconds, the battery is low and needs replacement. If the light is not lit or flashing, the battery is dead or has been disconnected if it's electric.

If your smoke detector isn't operating and you need assistance dealing with it, notify the office immediately. If you fail to keep all smoke detectors in your unit operating at all times, you will receive one and only one warning. If you fail to comply with this rule a second time, we will have grounds to evict you.

If it snows, make sure you move your car!



*This is what it looks like when a car does not move when we plow the lots.*



2014

# Fun For Kids



2014

## Valentines Word Search

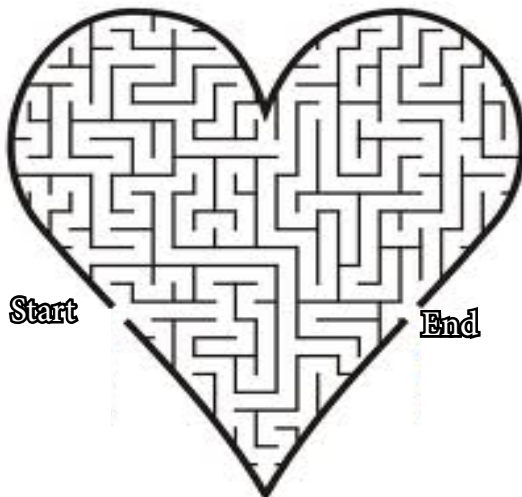
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Y Z A A S I E W U I D N  
A G R L R T R U F P I N  
P F R I E N D S H I P Y  
H K O S W E E T I E U Q  
T R W B O L N E X E C P  
Z L Y Z L A I E V O L T  
J E U L F V M W Y K M I  
K N M R O S E S Q J C K  
S S C I N S B Y N P J C



ARROW  
BE MINE  
CANDY  
CUPID  
FLOWERS  
FRIENDSHIP

HEART  
HONEY  
LACE  
LOVE  
PINK

RED  
ROSES  
SWEETIE  
SWEETS  
VALENTINE



Happy Valentine's Day!

# Top Five Financial Tips for 2014

First Niagara Bank, which has 19 branches in the Capital Region and one at 1601 Broadway in Watervliet, offers the top five ways for you to get on track with your personal finances in the coming year:

## (1) Set a budget and stick to it.

If you haven't done it already, make a list of all your spending for an entire month, and then review it for ways that you can curb expenses for the rest of the year. You'd be surprised at how much that daily boutique cup of coffee adds to the expense sheet.

## (2) Eliminate debt.

Remember debt is a four-letter word. Bring it under control or eliminate it all together. Pay down on credit cards, home equity loans or lines of credit. This will free up your money for a variety of good things – like more financial security.

## (3) Create a Rainy Day Fund.

Life is full of uncertainty and surprises – an unexpected illness, a job loss or even the arrival of a new baby in the family. The rule of thumb is to have at least three to six months of living expenses socked away for when the unexpected occurs.

## (4) Save, Save, Save.

If recent economic difficulties weren't reminder enough, this is a perfect time to evaluate your investment goals and objectives and begin to save, if you haven't already. You could be saving for a house, college education or retirement – or for all three!

## (5) Invest in Yourself.

When it comes to personal finance, you also need to protect your livelihood – your largest source of income. Stay ahead of the curve, and any potential job elimination, by continually investing in more education and training that will prepare you for advanced employment opportunities and career changes if needed.



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## Watervliet Fire Department Announces Community Hands-Only CPR

The Watervliet Fire Department, in conjunction with Albany County, will offer a Hands-Only CPR class on Tuesday, February 25th at 2 PM at the Watervliet Senior Citizens Center, 1501 Broadway. During Heart Month, the American Heart Association is encouraging the public to learn CPR so the life you may learn to save might be one of your own. This class should take approximately 30 minutes and no appointment is needed.

Last year, the Watervliet Fire Department taught nearly 600 Watervliet High School students and Watervliet citizens the Hands-Only CPR method during Heart Month.

In addition, the Watervliet Fire Department offers full CPR courses to those in need of certification on an appointment/as needed basis.



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# CHW Scholarship Fund



**\$17,000 in Scholarships**  
Financial aid for students living in affordable housing.

The 2014 Cannon Heyman & Weiss Scholarship Fund will make scholarship awards for full- and part-time study at approved colleges, junior colleges, technical schools, and other post-secondary institutions leading to a degree, diploma or certificate. The scholarship fund is an extension of the CHW mission and reflective of the firm's commitment to the affordable housing industry and community development. Graduate studies are not included.

**This year's awards are expected as follows:**

\$10,000 • \$5,000 • \$2,000

**Application deadline:**

May 2, 2014

**For an application or more information, visit:**

[www.chwattys.com](http://www.chwattys.com)

# CHW

## Cannon Heyman & Weiss, LLP

Law Practice Concentrating in Affordable Housing and Community Development Law

**Albany office**

54 State Street  
Albany, NY 12207

Phone: (518) 465-1500

**Buffalo office**

726 Exchange Street  
Buffalo, NY 14210

Phone: (716) 856-1700

# For Your Information

## FREE Ice Melt

The Watervliet Housing Authority does its best to keep the safest sidewalks possible when there is snow or ice. But there are times when ice forms when we're not around or re-freezes.

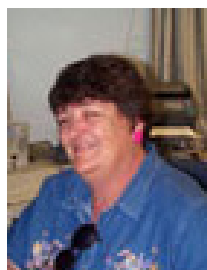


You can now pick up a bag of ice melt to keep handy in your apartment. We have some bags at the maintenance garage and the office. You can always store the ice melt in a small coffee can with a lid, that way it is easier to handle and store.

## Tenant Commissioner Elections

Every two years, tenants of the Watervliet Housing Authority vote for two of the seven board members. The City Council of Watervliet appoints the other five.

Elections for Tenant Commissioners will be held on June 11th, 8:00 AM to 6:00 PM. A list of eligible tenants will be posted on the bulletin board at the office. Errors



appearing on the list must be made known to the office no less than 60 days prior to the election. Nominating petitions for tenant members will be accepted at the office no earlier than

March 13th and must be received by May 12. Nominating petition forms can only be obtained at the office.

Roberta Gilson of the Day apartments and Regina Warner of the Quinn apartments are the current tenant commissioners. If you have any questions, please contact Matt or Mary Clinton for more information.



## NETWORK JACKS

Routers of any kind are not allowed to be plugged into the outlet for your network jack. You are not supposed to plug anything into your outlet because it will interfere with the broadband access and no tenant will be able to get on the internet.



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## Special Accommodations...



We are required by law to take reasonable steps to make this site as accessible for disabled residents as for non-disabled residents. If any member of your household is disabled or becomes disabled and needs some accommodation or modification of the apartment or its policies, please bring it to our attention. You must also inform us if your household may have difficulty or at any time is

having difficulty meeting its obligations under the lease or house rules because of a member's disability. We want to make sure that disabled residents are treated fairly and have the same positive experience as non-disabled residents, and we need your help in meeting this goal. Most accommodations are easy to make, like a smoke detector with a louder pitch and a strobe light.

# Around the WHA



2014

## Painting of Apartments

It costs the WHA approximately \$400 for labor and materials to paint an apartment. It is worth it to keep your apartments looking nice. Please try to use care when moving furniture. Remember to wipe off fingerprints and crayon marks; it all helps to keep the apartments nice.

## Keep Windows Locked

Many windows and doors have been found to be unlocked. Your windows should always be locked for security reasons and to prevent drafts. Call us if you need help.

## Garbage

Garbage should be in cans and placed out the night before pickup. If a mess is found you are expected to clean it up. If the authority must take it away you will have to pay the disposal charge.

## Showers

After taking a shower please check the outside of the tub for water. It's the usual cause of water damage. Please make your family more aware of it and pull the curtain tight and wipe up any water immediately. You will be responsible for damaged floors.



## Safety Points for Rinnai Heaters

- Do not allow anyone to poke articles through the vents.
- Do not allow young children or an infant to sleep directly in front of the heater.
- Do not spray aerosols while the heater is operating. Most aerosols contain butane gas, and can be a fire hazard if used near this heater when in use.
- This appliance must not be used for any purpose other than heating.
- Save money on your gas bill, clean your filter monthly.



## Carbon Monoxide Detectors

Carbon monoxide (CO) is a colorless, odorless, tasteless and toxic gas that results from the incomplete combustion of fossil fuels, such as gasoline, natural gas and oil. Dangerous amounts of CO can accumulate when fuel is not burned properly, or when rooms are poorly ventilated and the CO is unable to escape. Always be sure if you heat with gas that your CO detector is working!



## Hilton/Hanratta Tenants

As a reminder, the light over the door inside your apartment is for the generator emergency lighting. When the generator runs every Friday around 3 PM this light should go on for an hour, if it doesn't call the office. In the event of a power failure this is your only light in your apartment. DO NOT USE CANDLES!



# For Your Information



## Kitchen Tips

- For cleaning sinks, use mild soap powder detergents. **DO NOT** use bleach or abrasive scouring powder.
- To avoid stoppages, never empty grease, coffee grounds, potting soil from flowerpots or other refuse into your sink. If your sink does get stopped-up, don't try to fix it yourself. Notify the office. Never use commercial lye or other drain cleaners to clear-up stopped sinks. Most of the time, they only worsen the problem.
- Keep the burners on your stove clear and properly adjusted. Burners should light automatically when you turn the knob. A blue flame means more heat and will not blacken pots and pans. Necessary adjustments will be made without charge. Just put in the request for the service at the office. Also, please wipe the stove top clean after each use to prevent grease buildup and avoid grease fires.
- For routine care of wood cabinets, wipe with a soft, dry cloth. For soiled cabinets, wipe with a damp cloth and polish dry with a clean, soft cloth. In case of heavy soil and for occasional cleaning, use a wood cleaner preservative. Polish with a soft, dry cloth.
- For routine care of laminated plastic counter tops, wipe with a cloth dipped into mild dishwasher detergent and water. For stubborn stains, you may apply a small amount of mild powder cleanser with a damp cloth. Rinse several times and wipe dry with a clean, soft cloth.

## Rugs and Vinyl Floor Tile



Rugs cannot be glued or nailed. You are permitted to use carpet tape. This also applies to your kitchen floor. You are not allowed to install any vinyl floor tile.



## Emergency Notification Call System

The Watervliet Housing Authority was the first area agency to start a new system to help notify our tenants of emergencies, snow removal, or important messages that we feel you need to know quickly and as efficiently as possible. If we have your up-to-date phone number you will be called as long as their is an available person in the WHA to make the notification. This is a courtesy call, not a guarantee. Please call the office for any changes in telephone numbers, license plates or emergency contacts so you will be included in our system.



*2014*

# For your information...



2014

## Attention Tenants How Rent Is Determined

The rent you pay is either 30% of your gross income (after allowable deductions) or a flat or ceiling rent, whichever is less (see exclusions below). Residents can choose to pay the flat or ceiling rent even if it is higher than the income based rent. Your family's income determines your individual rent. This is why another family, perhaps, a family of your size living in an apartment of your size pays a different amount of rent each month.

Exclusion to the 30% rent rule are: casual or sporadic income; reimbursement for the cost of medical expenses; lump sum addition to assets; hazardous duty pay in the armed forces; servicemen's lump sum death benefits; temporary resident's income; foster care income; live-in aide's income; Title V employment; full-time students; veteran's benefits – for tuition, books, etc.; earned income for children under 18 years old; food stamps; income from reparations to Native Americans; and Holocaust survivor benefits.

## Eviction /Termination of Tenancy

Though the most common form of eviction is for failure to pay rent, a tenancy may also be terminated when a resident or a member of a resident's family engages in prohibited conduct. Such conduct includes: willful misrepresentation of any material fact relating to eligibility for admission, continued occupancy, or the amount of rent to be paid; breach of rules and regulations; failure to provide satisfactory verification of family income; the transfer of possession of an apartment for use by a person or persons other than the tenant of record; chronic rent delinquency; poor housekeeping; and non-desirability.

Non-desirability is defined as conduct or behavior which presents a danger to the health and safety of neighbors or WHA employees; behavior which damages WHA property, or poses the threat of damage; behavior which is considered to endanger the peaceful occupation of other residents; sexual or moral offenses; or common law nuisances.

Residents and their families can also be evicted for drug activity on or off of WHA grounds, for illegal drug trade or activity on WHA premises. Residents are responsible for the conduct of all visitors, family members and guests to their apartments. Loitering and consumption of alcoholic beverages in public spaces is prohibited.

It is important to keep in mind that the U.S. Department of Housing and Urban Development (HUD) may perform an annual verification of this information through its Income Verification Program. Residents income data reported to the Housing Authority may be matched against records kept by the Internal Revenue Service and the Social Security Administration. If a discrepancy is detected the resident will be notified by letter, and then asked to contact the Office.

Sometimes, obviously, changes in family composition will mean that your rent will be reduced. Sometimes, they will mean the reverse. Either way, changes must be reported. **That's the law.**



# Video Club

Are you interested in videography?

Would you like to learn how to shoot, edit, and produce videos?

## If so, then here's your opportunity!

The Watervliet Public Library, the Watervliet Elks, the Watervliet Housing Authority, the Watervliet Civic Center, and the Menands Public

Library, are teaming up to teach a videography course, including how to shoot, edit and produce videos.

Learn to create videos of documentaries, sports games, concerts, plays, movies and more, while using innovative technologies that local and national TV stations use.


If you're interested in joining the fun and learning new skills, then please sign up at the Watervliet Library, or call one of the numbers below and details will be sent to you:

- Watervliet Housing: 273-4717
- Watervliet Civic Center: 273-5922



## PC For Kids What are you waiting for?

If your son or daughter is attending school or college and doesn't have a home computer, give the office a call. We are getting donations of older but usable computer parts and then reassembling them into computers for children in the housing authority that need them. It is on a first come first serve basis with the older children receiving priority. Each child can also work with a computer specialist and assemble their own computer. Don't wait, call us now.

**WVLT  
channel  
17  
on Time  
Warner  
Cable**

**Watch WVLT for  
school closings**

2014

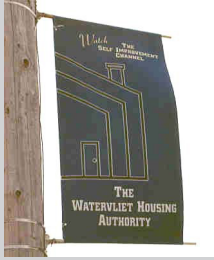


APPLY FOR HEAP

HEAP applications are being taken at  
Cohoes Multi-Service Senior Center

10 Cayuga Plaza, Cohoes

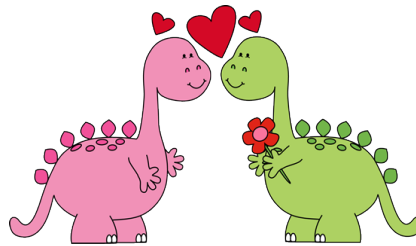
Every Tuesday from 1:00 PM to 3:30 PM



**Day Cabinets**  
 The kitchen cabinets at Michael J Day were recently refinished by our college workers and placed back in the apartments.  
 We hope you enjoy!



*Happy Valentine's Day*



**2014**



Equal Housing Opportunity

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2400 Second Avenue, Watervliet, NY 12189