

EMAIL LIST

If you don't already receive our emails and want to, please email kspain@watervliethousing.org with your name and apartment number to be added to our list. We will be able to send you important information about work being done around the sites, community events, and any policy changes being made at the Watervliet Housing Authority. Please be sure the office has all of your contact information up to date in our system including a working phone number, email address, and current license plate number. We **need** to be able to contact you efficiently.



WATERLIET HOUSING AUTHORITY
 EXECUTIVE DIRECTOR, MATTHEW ETHIER
 (518) 273-4717
 2400 2ND AVENUE, WATERLIET, NY
 WWW.WATERLIETHOUSING.ORG



AUGUST 2022

SUN	MON	TUE	WED	THU	FRI	SAT
	1	2	3	4	5 LAST DAY RENT IS DUE	6
7	8	9	10	11	12	13
14	15	16	17 EDWIN JOSLIN INSPECTIONS APT 501-518 APT 519-540 APT 541-558			20
21	22	23	24	25	26	27
28	29 WHA BOARD MEETING	30	31			

GETTING AHEAD IN A JUST-GETTIN'-BY WORLD

Getting Ahead in a Just-Gettin' By World is a book and a 12 session curriculum that aides individuals in poverty build their resources for a more prosperous life for themselves, their families, and their community. The curriculum involves rigorous work done in a safe learning environment with the support of an experienced facilitator and co-facilitator. These facilitators explore issues in the community that impact poverty- banking, housing, jobs, transportation- providing this critical information can help the community to take action and help end poverty together. It also guides participants through an assessment of their own resources and how to build those resources as part of their move to self-sufficiency. Finally, the curriculum puts the concepts, tools and relationships in the hands of people in poverty to make a difference in their own lives and in the life of their community. Classes will be held at the Watervliet Housing Authority beginning in September. To get involved, contact Mary at 518-273-4717 x300 or Mclinton@watervliethousing.org. You may also email Kathy Kavanaugh of the Albany Ladies of Charity at kkav@nycap.rr.com.

UPDATE PHONE NUMBERS

It is vital that the WHA has your updated phone number. Recently, we have had several issues when trying to contact residents.

GRILL POLICY

Charcoal grills are strictly prohibited on all properties, no exceptions. Propane grills are permitted. Grills must be stored against the building and then pulled away from the building while in use until the grill is completely cooled. Propane tanks must be disposed of properly and cannot be left around property or you will be back-charged.

WORK ORDERS

Remember that you must call all work orders in to the office. Do not tell a maintenance man when you see them. Please note that anyone in the office can process a work order for you. Thank you for your cooperation.

REPORT ALL INCOME CHANGES

Don't forget that it is your responsibility to report all income changes within your household. If you are no longer working, have an increase in pay, are receiving unemployment, or you are newly employed, you MUST notify the WHA office. Failure to report ANY changes in income could result in money owed to the WHA.

POOL POLICY

Only small infant swimming pools are permitted and must be emptied on a daily basis to avoid the possibility of children falling into the pool. Once they are emptied, they must be put against your building until it is used again. Failure to do so could result in back charges. Pools can not be any higher than 18" or they will be removed.

STOVE TOPS

Make sure you clean your drip pans on your stove regularly. Grease can build up and cause a larger problem later on. Be sure your stove top and the surrounding areas are also cleaned regularly!

AIR CONDITIONERS

Please remember, you must have a 2x4 piece of wood under your air conditioner to protect the storm windows. The unit cannot be placed on the storm window or it will damage the frame. If you need the 2x4's, we will supply them free of charge. Please save the 2x4's to reuse the following year.

FAMILY COMPOSITION CHANGES

Remember to notify the WHA office if you are expecting a child. If you have notified the office, once your child is born, you must provide a birth certificate and social security card so that the child can be added to your household. This is vital information that must be reported.

JOSLIN INSPECTIONS

Joslin annual inspections will be held on August 18th through August 20th beginning around 10am. Please make sure ALL items are removed from the window area. Remove all items off the top of your stove and off the burners. You do not need to be home for the inspection. Please promptly notify the WHA if anyone in your family has any COVID-19 symptoms or if anyone has tested positive. All staff entering your apartment will be wearing masks and will maintain proper social distancing practices. The inspection schedule is as follows:

Apts. 501-518 August 17th

Apts. 519-540 August 18th

Apts. 541-558 August 19th

EMERGENCY LINE

The after hours emergency number is (518)273-6085. When calling, leave a message and someone will get back to you. **THIS NUMBER IS SOLELY FOR AFTER HOURS EMERGENCIES.** Anything during business hours should be called into the office, and the line is not monitored at that time. Calling for non-emergencies and/or during business hours will result in a backcharge to your account.

MARY'S CORNER

Mary's Corner is now re-open at the Cohoes Public Library at 169 Mohawk Street. They're ready to serve their clientele every Tuesday from 10:30 AM to 12:30 PM. Once a month, at no cost to the families, Mary's Corner provides items for children up to four years of age which include but are not limited to, diapers, formula, clothing, and baby food. Proof of residency and birth certificates for the children are needed to register for this program.

LOCK OUT POLICY

Maintenance has a master list of tenants who are living in each apartment. Under no circumstances will anyone be let into the apartment unless they are on that list. This list and policy will eliminate any problems with unauthorized persons being let into an apartment. The charge for an after hours lock out is \$32 and will be billed to your account.