



# WATERLIET HOUSING AUTHORITY

EXECUTIVE DIRECTOR, MATTHEW ETHIER

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2400 2ND AVENUE, WATERLIET, NY  
WWW.WATERLIETHOUSING.ORG



**DECEMBER 2019**

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**CHECK OUT OUR FACEBOOK PAGE**

## INSPECTIONS

Apartments are inspected for cleanliness, repairs that may be needed, and for any possible improvements. If you have any questions or problems, they can be discussed during the inspection. We need access to **ALL** of your windows. Please make sure **ALL** items are removed from the window area. Please remove all items off the top of your stove and on the burners as well. Call in any work orders before the inspection at 273-4717. Poor housekeeping, missing fire detectors, and any damage beyond ordinary wear and tear are grounds for a failed inspection.

SUN	MON	TUE	WED	THU	FRI	SAT
1 <b>WORLD AIDS DAY</b>	2	3	4	5	6 <b>LAST DAY RENT IS DUE</b>	7
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29	30 <b>HANUKKAH ENDS</b>	31 <b>NEW YEAR'S EVE OFFICE CLOSED 1/2 DAY</b>				

## EMAIL LIST

If you don't already receive our emails and want to, please email [Rmeyer@watervliethousing.org](mailto:Rmeyer@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. Call the office at 273-4717 to update your information with a staff member.



[www.WatervlietHousing.org](http://www.WatervlietHousing.org)

**Emergency Number:  
273-6085 (after hours)**

## **HANRATTA POINSETTIAS**

Poinsettias will be given out door to door by members of the WES Student Ambassador's on Friday December 13th starting at 10am, followed by a small gathering in the Hanratta community room. There will be light refreshments & the WHS chours will be there to sing holiday songs!

## **WHA HOLIDAY DECORATING CONTEST**

Get in the holiday spirit and decorate the outside of your apartment! We are looking for the best decorated apartment! Each complex will be judged and there will be one winner per site. Winners will receive a \$50 Walmart gift card. Winners will be announced the week of December 16th! (Hanratta tenants can decorate their doors- all other tenants, please decorate outside.)

## **GISH HOLIDAY PARTY**

The GISH Holiday Party will be held on Wednesday, December 11th from 4:30pm-6:30pm in the GISH community room!

## **SMOKING**

Remember, smoking is not prohibited in any of the WHA common areas. You could be evicted if you are found to be doing so. If you smoke outside of your apartment, do not throw cigarette butts on the ground. Please dispose of them properly.

## **QUINN HOLIDAY PARTY**

The Quinn Holiday Party will be held on Thursday, December 19th starting at 3:30 with bingo and light refreshments in the Quinn community room! Yet again, the WHA will be hosting a free bus ride to Albany's Lights in the Park! The bus will leave from the Quinn community room at 5:30 and will return around 8pm. If you are interested in going, please sign up in the community room or call Rachel at 518-273-4717 x202.

## **SNOW POLICY REMINDER**

As much as we don't want to accept it, winter is here! With winter, comes snow. We must plow to make our lots safe and usable. As always, we will be asking for your support to have all vehicles moved by 9am the day following the storm. Depending on the severity of the storms, we can not promise that we can give any prior notification other than this policy, but typically we send robo-phone calls as a reminder. It is very important that you keep your phone number and email up-to-date with the office. In addition to that, please keep us updated with any changes in vehicle information. Again, this message is courtesy. Your car will be towed if it is not removed in a timely manner.

## **ATTENTION ALL TENANTS**

You **MUST** report all income changes! Failure to provide timely and accurate information regarding new jobs, pay rate changes, and increased hours may result in an eviction process.



**VRV PARKING LOT**

Please remember that Early Drive is a one way parking lot. There is one entrance and one exit! Cars should not be entering through the exit or exiting through the entrance. We have had several instances of cars not following this route. Please be sure all guests know of this!

**WHA TEXT ALERTS**

In addition to automated phone calls and email reminders, the WHA will now be offering text alerts about important information going on within the WHA! If you are interested in receiving text messages from us, please email Rachel at [Rmeyer@watervliethousing.org](mailto:Rmeyer@watervliethousing.org) with your name, apartment number & your current cell phone number. Also, don't forget to keep us update on any changes in your phone number or email!

**2020 CALENDARS**

You should be receiving your new 2020 calendar from the Watervliet Housing Authority at the beginning of the new year. This calendar is filled with information about the Authority, community, and many important dates you need to know. We are very proud to have created this calendar and hope you find it useful. If you don't receive one and want a calendar, please stop by the office or call us.

**MOUSE PROBLEMS**

It's getting colder and mice like to go where it's warm. Keep all garbage in tight containers. If they get into your apartment call us and we will place traps in your apartment.

**EMERGENCY PHONE CALLS**

Per the Tenant Handbook: "Emergencies are given top priority. Calls for sewer back-ups, lack of heat, toilets not working, and flooding are answered immediately. After normal business hours you must call the emergency phone number (273-6085) for help. If your bathroom light is out, kitchen appliance not working, or a fuse is blown, they are not considered emergencies and must wait until the next business day. You can also leave a message on the answering machine during non-business hours, or email us at [office@watervliethousing.org](mailto:office@watervliethousing.org)." *\*Please note that calling the emergency line for a non-emergency or calling during business hours after a warning will result in a back charge to your account.\**

**SENIOR MEDICAL CARDS**

We provide a senior medical card for all seniors to fill out and leave in the metal sleeve next to your front door. Fill them out and keep them current. If you ever need a new one, just call the office. If you are sick and have difficulty speaking, the ambulance crew can use this to bring you to the hospital you prefer, call your personal doctor, and review your current medication. This is for your benefit. The difference in minutes could save your life.

**ATTENTION WHA TENANTS**

If you see garbage laying around the cites, please pick it up and throw it into a trash bin. Excessive amounts of trash will be disposed of by maintenance, but picking up one piece of trash could make all the difference!

## WINTER WEATHER SAFETY

### DRESS FOR THE COLD:

- wear several layers
- cover exposed body parts/limbs with clothing
- wear no-slide shoes and boots
- change out of wet clothes as soon as possible

### WALKING SAFETY:

- always be cautious of where you are walking to avoid slips, trips, or falls
- do not walk outside until snow removal procedures have been completed

### KNOW THE SIGNS:

#### **Frostbite**

- loss of feeling in fingers, toes, ears, or nose
- white or pale fingers, toes, ears, or nose

#### **Hypothermia**

- uncontrollable shivering
  - memory loss
  - disorientation
  - incoherence
  - slurred speech
  - exhaustion



## DRIVER SAFETY

Before winter, make sure your car is ready for the season with a tune-up, adequate tires, a charged battery, and antifreeze.

- Keep emergency gear in your car
- Avoid driving in bad weather. If you must, always drive slowly and with caution.
- Never sit in a parked car with the engine running unless a window is open, and never warm up your car while parked in a garage.



## HOLIDAY HEALTH TIPS

The opportunities to eat around the holidays seem endless, beginning on Halloween and not ending until New Year's Day. Toss in an out-of-control list of things to do – from parties to host and attend, to gifts to wrap and ship – and it's no wonder most of us pack on the holiday pounds. Before the frenzy begins, establish a plan and detailed schedule for how you will manage all the things you need to do between now and New Year's Day.

A few ideas to help ease the holiday stress:

- Consider shopping online.
- Send out a holiday newsletter or photo card to everyone on your list.
- Scale back your social calendar to allow some down time to enjoy the spirit of the season

Even though it seems impossible to squeeze in more activities, your fitness routine is a priority. Physical activity of any kind- whether working out at the gym, exercising at home, fast walking at the mall, or going for a daily walk – helps you cope with stress while it burns calories and keeps muscles strong.

## WHA SANTA VISITS 2019!

Santa Visits will be held on **December 16<sup>th</sup>** this year. The WHA Staff, along with Santa Claus, will be visiting the children and families that signed up this year. We typically begin at 5 PM at the Hilton Apartments. We will then go to Van Rensselaer Village, Michael J. Day, then Joslin apartments. Be on the lookout for Santa and his elves! The application deadline was **November 15<sup>th</sup>**. If you did not fill out the application, call the office as soon as possible. If we are unable to pair your family with a donor, we will try to make other arrangements for Santa to stop by your apartment. Below are photos from last year's Santa visit!



CHECK NEXT MONTH'S NEWSLETTER FOR THIS YEAR'S PHOTOS!

WHA SANTA VISITS

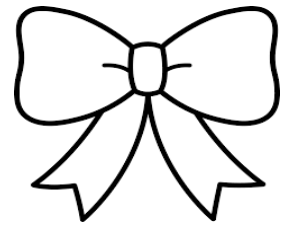
5



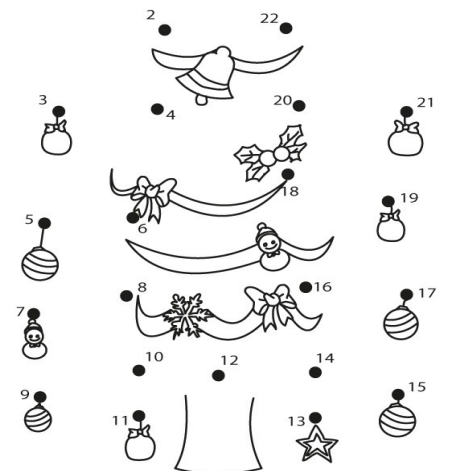
## WORD SEARCH

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 W I H O R R P W A O O Q Z B N R E A T P  
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 H M K O L X O S S H E M M I R G A B C K  
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 U L A E A O W W J I G T X J B E L L S O  
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 A P I X W W K A N N Z E K K K D E L B I  
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 D T G N I K C O T S C A O T H V R S R K  
 Y H T W I E F G Q F A X G F O W T N U T  
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|-----------|------------|
| TREE      | ELF        |
| STOCKING  | PINECONE   |
| WREATH    | NUTCRACKER |
| GARLAND   | MISTLETOE  |
| CANDLE    | CARDS      |
| FIGURINE  | FIREPLACE  |
| ORNAMENT  | CANDY      |
| TINSEL    | PAPER      |
| RIBBON    | BOW        |
| TWINKLING | NATIVITY   |
| LIGHTS    | SNOWFLAKE  |
| BELLS     |            |



## CONNECT THE DOTS



## **ANNUAL WATERVLIET CHRISTMAS TREE LIGHTING**

**WHEN:** Saturday, December 7th  
5pm-6:30pm

**WHERE:** Veteran's Memorial Park, Watervliet

**COST:** FREE ADMISSION

Features include horse drawn wagon rides, a visit from Santa, refreshments and ornament distribution. The WHS Gourmet Foods class will prepare soup! Backpacks, school supplies, and hats/gloves will be given to children (Sponsored by Arsenal City Kids). This evening also features the lighting of the city's Christmas tree!

## **GETTIN' AHEAD IN A JUST GETTIN' BY WORLD GRADUATION**

The Getting Ahead in a Just-Gettin-By World Graduation, will be held on December 19<sup>th</sup> at 10:30 AM at the Joslin Meeting Room. Congratulations to all of this year's recipients.

## **STAN THE PRODUCE VAN**

We are so happy that so many people are taking advantage of Stan the Produce Van, however, please be considerate of everyone else who is getting their produce. The van will be at the Charles A. Jeseo meeting room every Thursday from 10:30-11:30. Please use the rear door of the building and do not enter until 10:30am, as staff needs to prepare the produce. Thank you for your cooperation.

## **2020 CENSUS**

2020 is a census year, and it is extremely important that Watervliet gets as accurate a census count as possible. Census data is used to allocate funds in a number of areas including grants for school districts, public transportation, road rehabilitation and construction, programs for the elderly and youth. The majority of these programs have positively impacted Watervliet and the goal is to continue that government support. By April 1, 2020, every home will receive an invitation to participate in the census. You will have three options for responding: by mail, by phone and online! The 2020 census marks the first time you'll have the option to respond online- you can even respond from your cell phone. Please make a firm commitment to complete your census! Please remember that all personal information provided is strictly confidential.

## **LITTLE FREE LIBRARY**

Don't forget to take advantage of the FREE library outside of the WHA Office! Little Free Library is a nonprofit organization that inspires a love of reading, builds community, and sparks creativity by fostering neighborhood book exchanges around the world. Through Little Free Libraries, millions of books are exchanged each year, profoundly increasing access to books for readers of all ages and backgrounds.



### OFFICE CLOSED

The WHA Office will be closed on Christmas Day and New Year's Day.

**December 25<sup>th</sup>**  
**January 1<sup>st</sup>**

### WHA OFFICE HALF-DAY

The WHA Office will be open from 8-12 on Christmas Eve and New Year's Eve.

**December 24<sup>th</sup>**  
**December 31<sup>st</sup>**

### CITY COUNCIL MEETINGS

Meetings are held at the Watervliet Senior Center, 1501 Broadway, Watervliet, at 7 PM.

**December 5<sup>th</sup> and December 19<sup>th</sup>**

### WCSD HOLIDAY RECESS

The WCSD will be closed for Holiday Recess from **December 23<sup>rd</sup> through January 3<sup>rd</sup>.**

### LAST DAY RENT IS DUE

The last day to pay rent this month is **December 6<sup>th</sup>**

After this date, a charge of 5% of your Total Tenant Payment will be applied to your account.

## CONTACT US

**WHA  
OFFICE**  
273-4717

2400 2ND AVE, WATERVLIET  
OFFICE@WATERVLIETHOUSING.ORG

**KYLEA  
SPAIN**  
EXT. 201

TENANT RELATIONS EXAMINER  
KSPAIN@WATERVLIETHOUSING.ORG

**RACHEL  
MEYER**  
EXT. 202

TENANT RELATIONS EXAMINER  
RMEYER@WATERVLIETHOUSING.ORG

**MARY  
CLINTON**  
EXT. 203

TENANT RELATIONS CLERK  
MCLINTON@WATERVLIETHOUSING.ORG

**EMERGENCY  
NUMBER**  
273-6085

THIS NUMBER IS USED FOR  
EMERGENCIES OCCURRING AFTER HOURS

**DARIA  
LEIBACH**  
EXT. 204

SECTION 8 PROGRAM COORDINATOR  
DLEIBACH@WATERVLIETHOUSING.ORG

**MICHAEL  
VANPATTEN**  
EXT. 205

PRINCIPAL ACCOUNT CLERK  
MYANPATTEN@WATERVLIETHOUSING.ORG

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EXECUTIVE DIRECTOR  
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