

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 regarding 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.



The logo features a house icon with an equals sign inside. The text reads: **WATERLIET HOUSING AUTHORITY**, EXECUTIVE DIRECTOR, MATTHEW ETHIER, (518) 273-4717, 2400 2ND AVENUE, WATERLIET, NY, WWW.WATERLIETHOUSING.ORG. To the right, a blue circle contains the text **FEBRUARY 2023**. The background shows a collage of apartment buildings and signs, including one for 'HARRATT Apartments'.

SUN	MON	TUE	WED	THU	FRI	SAT
			1	2 GROUNDHOG DAY	3	4
5	6	7 LAST DAY RENT IS DUE	8	9	10	11
12	13	14 VALENTINE'S DAY	15	16	17	18
19	20 PRESIDENT'S DAY OFFICE CLOSED	21	22	23	24	25
26	27 WHA BOARD MEETING	28				

VRV GARBAGE AREAS

We have noticed that the garbage areas at Van Rensselaer Village have once again become an issue. This is a reminder that bulk items should never be placed in the dumpsters. Placing them in the dumpsters forces other tenants that are putting out their garbage bags to leave them outside of the container, creating a huge mess and continued pest problem. Anyone found to be placing large items in dumpsters will be backcharged.

SHOVELING

In the event of a snow storm, don't forget that it is your responsibility to shovel the sidewalk in front and in back of your apartment. This does not include senior buildings and common areas. Failure to shovel within 24 hours of a storm will result in a charge to your account. This applies to all residents excluding seniors. Also, please remember that rock salt is available in all common areas.

HANRATTA PUBLIC BATHROOMS

Due to the unsanitary and unsafe condition the common bathrooms were left in recently, both bathrooms will be closed until further notice. If an event is scheduled in the community room, the bathrooms will be opened for a short time period, but will be locked again following the event.

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. This creates a major problem when we need to contact you when there is a snow storm.

MOHAWK HUDSON HUMANE SOCIETY

The Mohawk Hudson Humane Society provides low-cost spay and neuter services for cats, dogs, and rabbits. They also provide vaccinations and micro-chipping to keep your pets healthy and safe. Visit them online or call to learn more (518)434-8128 ext. 218 or www.lovedforlife.org.

CLOSE WINDOWS

If windows are left open, even a crack, your radiators may freeze and then burst causing significant damage inside your apartment and possible personal loss. You will be charged for all repairs if you are deemed responsible. These fees can sometimes be hundreds of dollars, and are the full responsibility of the tenant.

LARGE ITEM DISPOSAL

If you plan on disposing large items such as furniture, it must be reported to the WHA Office prior to putting it out, and should be placed with your garbage on your regularly scheduled garbage day. Violations will be issued for non-compliance. We do charge for the disposal- usually between \$20-\$40 but dependant on the size of the pick-up.

WHA PORTAL

The WHA portal can be used to make rent payments and see the status of current work orders. To access it, visit whaportal.com and use the first initial of your first name and your last name as your username, and the last four digits of your Social Security Number as your password. If you would like more information on how to sign up for online payments or if you have any questions, please call Kylea at the Housing Office.

HILTON RESIDENTS

Please do not use space heaters in your apartment if you are cold. Doing so will cause the temperature to rise in surrounding apartments and will cause irregular patterns making it uncomfortable for everyone.

HEAP

The Home Energy Assistance Program (HEAP) helps low-income individuals pay the cost of heating their homes. If you are eligible, you may receive one regular HEAP benefit per program year and could also be eligible for emergency HEAP benefits if you are in danger of running out of fuel or having your utility service shut off. You can apply for a Regular HEAP Benefit online at mybenefits.ny.gov.

OFFICE CLOSED

Please note that the WHA Office will be closed on Monday February 20th in honor of President's Day.

WORK ORDER CHARGES

A reminder about work order charges. You will be billed for repairs other than normal wear and tear. This amount will include labor fees. If you have questions on any maintenance bill, please contact Kylea at the office.

PLUMBING

We would like to remind all tenants that flushable wipes should be used sparingly and with caution. Recently, we have had an abundance of maintenance calls related to plumbing back-ups that were caused by wipes. If this issue is found to be caused by an individual, they will be backcharged.

RE-CERTIFICATIONS

Every tenant re-certifies with the office at least once a year. This is necessary in order to stay in compliance with your lease agreement. If it has been over a year since you last re-submitted information to the office, call us and make sure you are in compliance.

REMINDER ABOUT RENT

Rent is due on the first of the month, and late fees are charged after the fifth business day. If you have any balance on your account, you will likely receive a 14 Day Notice of Late Rent. Please contact the office if you have an owed balance in order to attempt to avoid court proceedings.



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