

## EMAIL LIST

If you don't already receive our emails and wish to, please email [kspain@watervliethousing.org](mailto: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



**JANUARY 2023**

SUN	MON	TUE	WED	THU	FRI	SAT
1 <b>NEW YEAR'S DAY</b>	2 <b>OFFICE CLOSED</b>	3	4	5	6	7
8	9 <b>LAST DAY RENT IS DUE</b>	10	11	12	13	14
15	16 <b>MARTIN LUTHER KING JR. DAY OFFICE CLOSED</b>	17	18	19	20	21
22	23	24	25	26	27	28
29	30 <b>WHA BOARD MEETING</b>	31				

## PET POLICY

Don't forget that **ALL** pets must be registered with the WHA! Pets must be spayed or neutered, up-to-date on their shots (*rabies and distemper*), and dogs are **required** to be registered with the City of Watervliet. You can register your dog at the Clerk's Office at City Hall (*2 Fifteenth Street*). All paperwork with updated shot records and license's must be reported to the WHA Office. **Failure to keep your pets vaccinations current and failure to provide appropriate documentation could result in a 30 day notice to vacate.** If you have any questions, contact Kylea at (518)273-4717 x100 or via email [kspain@watervliethousing.org](mailto:kspain@watervliethousing.org).

## 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.

## **NYSPHADA SCHOLARSHIP**

A scholarship for high school seniors living in public or assisted housing. Applications are due by February 13th, 2023. Eligibility checklist- Applicant must be a high school senior and reside in a NYSPHADA member agency (public housing) & the student must have at least a "B" average on his/her school's applicable scale during his/her high school career, cumulatively, to be considered for the scholarship. If you need an application, they are available in the office. We strongly encourage all eligible students to apply.

## **LITTERING**

There has been an excessive amount of litter around WHA grounds. Please make sure that you are cleaning up around your apartment and in all common areas. If you are caught excessively littering, a charge will be applied to your account. Also, please remember that all garbage bags must be stored in your garbage can with the lid on the can properly. Additionally, please watch your children as they play outside. Being unsupervised could lead to unnecessary littering on our sites.

## **MOUSE PROBLEMS**

Now that winter is here and it's colder outside, we remind you that mice like to go where it's warm. Keep all garbage in tight containers. If they happen to get into your apartment, be sure to call the office and we will place traps in your apartment.

## **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](http://mybenefits.ny.gov).

## **WORK ORDER CHARGES**

Attention Tenants: 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.

## **HEATING YOUR APARTMENT**

**Hilton and Quinn Tenants-** Your heat turns on automatically when the outside temperature is below 55 degrees. If you are too cold or too hot, please notify the office and we will do our best to accommodate you and get your apartment to a comfortable level. If your apartment gets too hot, do not open your windows.

**Hanratta, Joslin, Day & VRV Tenants-** You are able to control your heat. If your heat is not working, please call the office immediately, as your radiators may need to be bled. In the event that your apartment gets too hot, please call the office. If your apartment gets hot, do not open your windows.

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***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.***

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## **VRV LAUNDRY ROOM**

Attention VRV Residents: It has come to our attention that the laundry room is not being kept up with. It is your responsibility to clean up after yourselves. If you, or anyone in your residence, is found to be contributing to this mess, you will be charged accordingly. This matter should be taken seriously as your rights to the laundry room could be revoked.

## **LICENSE PLATES & PHONE NUMBERS**

With winter storms approaching, it is vital that the WHA has your updated car and contact information. In the event we need to move cars to plow, if we attempt to contact you but do not have your vehicle information on file, we will have to tow your car. Please remember that in the event of a big snow storm, we plow the streets the day following the storm beginning at 9 AM. As always, you will be notified via email and phone call if it is necessary to plow.

## **2023 Calendars**

You will be receiving your 2023 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.



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**@WATERVLLET HOUSING AUTHORITY**



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# Thank you, community partners!

Thank you to our many community partners, yet again, for making our 39<sup>th</sup> Annual Santa Visit a huge success! It's always so much fun for the families and for our staff as well. This year we delivered gifts to 189 children in 93 apartments! Special thanks go to Matt Ethier, Kylea Spain, Mike VanPatten, Mary Clinton, Daria Leibach, & Dominic Iannone for volunteering their time to prepare and deliver gifts! The WHA would also like to thank the WES Student Ambassadors for their help in delivering Poinsettias to Hanratta residents.

We wish you all the best this holiday season!



## **This years donors included:**

Mayor Charles Patricelli and his wife Lynn  
Councilwoman Barbara Diamond  
Councilman Christopher Daus and family  
Mark & Karen Gleason  
Albany County Clerk Bruce Hidley and his wife Helen  
The Staff of the Watervliet Housing Authority  
The Staff of the Watervliet City School District  
The Staff of Watervliet City Hall  
The Torncello family  
Pay It Forward Together  
NYSUT Accounting and Facilities Staff  
Arsenal City Kids  
The Culihan Family  
Andy & Judy Ethier and family  
The Staff from Stanley Steemer  
The Donlon family & Patrick's Pub  
Bill Sheehy  
Dave Havnen  
The Staff of J.P. Mangoine  
Community Care & Kristin Burke  
Kevin & Diane Moran  
Carmen Young and family  
And many more.....

