



Cohoes Housing Authority



JULY 2016

www.cohoeshousing.org

www.cohoeshousing.org

Congratulations to all of this year's graduates from the Staff and Board of Commissioners of the Cohoes Housing Authority!!!

Administration Office
100 Manor Sites, Cohoes, NY 12047
Tel: (518) 235-4500 • Fax: (518) 235-8120
Emergency On-call (after hours only) 235-4535

BOARD OF COMMISSIONERS

Charles Alonge Chairperson
Shawn Higgins Vice-Chairperson
Walter Harbacz Commissioner
Carolyn Dion Commissioner
Mark Pascale Commissioner
Colleen Mayo Tenant Commissioner
Donna Braman Tenant Commissioner

STAFF CONTACTS & PHONE EXTENSIONS

Administration

Katherine Oliver	Executive Director	117
Jennifer Buttofucco	PH Program Coordinator	119
Edie Duncan	Clerk	122

Comp Grants

RJ Langlais	Moderization Coordinator	125
-------------	--------------------------	-----

Section 8

Josephine M. Shufelt	Housing Eligibility Assistant	120
----------------------	-------------------------------	-----

Tenant Relations

Randall Wachunas	Tenant Relations Officer	113
Janice L. Medina	Sr. Account Clerk	111

Board Meeting

The CHA Board Meeting will be held on **July 19, 2016** beginning at 6:00 PM in the Saratoga Sites Community Room. Everyone is invited. We will also be going to the other sites as well in the upcoming months.

WE'RE ON.....

facebook

Look inside for info on:

- **Employment Survey...page 2**
- **Summer Fun ...page 5**
- **Sports Academy...page 6**
- **Nassau Band..page 8**
- **Kiddy Pool rules ...page 11**

Looking for a job?

Employment Opportunities



At the Housing Authority it is our policy to assist residents whenever the opportunity presents itself. We accomplish this in many ways. One way is helping contractors and local businesses who periodically are seeking new workers find qualified persons for filling those positions. So we can more smoothly facilitate this process we are asking any resident who wishes to do so to fill out the accompanying questionnaire and return it to the main office. In doing so, we will be able to link employers with persons qualified in the line of work that is available.

Cohoes Housing Authority Employment Experience Survey

Name: _____

Address: _____

Phone Number _____ Email Address _____

Education: High School _____ Associates Degree: _____ Bachelors Degree: _____

Work Experience: (check all that applies)

Construction: _____ Plumbing: _____ Electrical: _____ Bookkeeping _____

Computer : _____ HVAC: _____ Laboring: _____ Clerical _____

Landscaping: _____ Masonry: _____ Roofing: _____ Painting _____

Cleaning _____

Other Skills and or Experience: _____



Reminders

Attention Residents of Saratoga Sites & Roulter Heights:

Most apartments have their hot water tanks located in one of the closets. Under no circumstances are there to be any household items stored around or blocking the tanks. Keep this area free of all personal items and debris. Our Maintenance staff must be able to access these tanks at any time.

All Residents:

- **Rent is due the 1st of the month** — If rent is not paid after five business days, you will be charged a \$20.00 late fee.
- **If you own a pet** — You must inform the office. There is a pet security of \$150.00. You also must show proof that the animal has been spayed or neutered and is up to date on all shots. If you do not follow the pet policy, you will be in violation of your lease and will be served a 30 day notice to vacate.
- If you have an e-mail address, please let us know. We can let you know what's going on around the housing authority, even inform you of job openings, etc.
- Any damages caused by smoking (cigarettes, cigars, etc.) is not considered ordinary wear and tear and will be the tenant's responsibility..
- Do not tamper with or disconnect any smoke alarms or carbon monoxide detectors. Report any problems immediately.
- Follow the pool rules!

Kitchen Cabinet Care

The following is a list of rules and ways to take care of them:

1. No contact or wallpaper is permitted anywhere in the apartment.
2. Do not nail or tack anything on the metal backsplash behind the stove.
3. Clean grease filter regularly.
4. Do not put larger than a 60 watt bulb in the exhaust fan light.
5. Do not store newspapers behind or on the side of the refrigerator, it's a fire hazard.
6. Do not use soap or water on the cabinets, use the same product you would use to polish furniture.
7. Wipe water quickly off the fronts of the cabinets, it will stain and mark the finish.



Attention Towers Resident

The heating and cooling system in the community room has been upgraded recently, in an attempt to improve your comfort. When you enter the community room it may not seem as if it is at maximum comfort. You must go over to the dial on the wall and turn it to the position you desire. This will set the comfort while the room is occupied. Please assist us in our goal of keeping your home comfortable and affordable!



Did you know?

Violence Against Women Act



Things that you should know...

Did you know that every 15 seconds somewhere in America a woman is battered? Both Housing and Section 8 tenants that are victims of domestic violence are protected under this act. If at any time you are a victim please protect your rights and yourself from future violence and call us immediately. Repeated violations can result in eviction and if you don't follow some simple steps to protect them you can be evicted from your apartment. So please, protect yourself and your family.

Recycle



If its paper, glass or plastic and is clean, please recycle it! Save our landfills and save our environment.

Summer is Here!



1. Please drink plenty of water
2. Wear a hat
3. Try to walk early mornings or early evenings

Fire Safety at the Towers



Here are a couple Fire Safety Tips:

Do not jam open fire doors.

These doors shut to prevent the smoke from going through the building. Shut all doors behind you.

Stay in your apartment or exit building. If you are in your apartment, stay there until you are contacted by emergency personnel. If you are not in your apartment, leave the building immediately by the nearest exit.

Do not use elevators.

If you are not in your apartment, use the staircase and stay to the right on the stairs.



Know How We Grow Coalition

The Know How We Grow

Coalition consists of community agencies in Albany County which offer screenings and services to children birth to 5 years old and their families to promote well-being. If you have any questions or concerns about your child's physical, social & emotional growth, please call (518) 447-4820.

CITY OF COHOES PRESENTS

COHOES SUMMER FUN 2016

RECREATION

SWIMMING AT LANSING POOL

Lansing Pool will open during the last week in June and will remain open until mid-August. Pool hours will be Noon—7:00pm daily, weather permitting.

Swimming at Lansing Pool will again be FREE for COHOES RESIDENTS but please remember that you must show proof of residency upon entering the pool. Proof of residence can be shown by presenting one of the following items:

- Current Cohoes City School ID or Report Card
- Drivers License
- Current Utility Bill
- Current City of Cohoes Tax Bill

Non-residents will be charged \$5.00 per day to

use the pool facility.

The City of Cohoes would also like to remind you that any children under the age of 12 wishing to swim at the pool, MUST be accompanied by an adult. Young children who are dropped off at the pool alone will not be able to swim due to safety concerns.

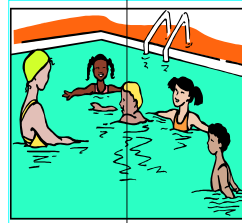
****FREE Swimming Lessons will be offered by Red Cross Certified Instructors for two weeks beginning July 18th for children ages 5 and up. (registration form enclosed)**

****Adult Swim will be held on Tuesday and Thursday evenings from 7:15-8:00PM starting July 21st through August 18th, weather permitting.**

****Cohoes Paddle Nights will be held on Wednesday nights starting July 20th - August 17th from 6:00 to 8:00pm. Please note the pool will close early at 6:15pm to patrons to accommodate Paddle Nights. (registration form enclosed)**

****Family Camp/Swim Night will be held on July 23rd AND August 20th. Families are offered to camp out in Lansing Park (cookouts are allowed) and swim at the pool until 9:00pm!!**

If you have questions about swimming at Lansing Pool or would like more information please contact the Human Services Dept. at 233-2116 or pool staff directly at 237-2632.



PLEASE DIRECT QUESTIONS TO:

City of Cohoes
97 Mohawk Street
Cohoes, NY 12047
www.ci.cohoes.ny.us

Human Services Department

Dan Hytko
233-2116
dhytko@ci.cohoes.ny.us

Or

Amanda Kenton
233-2119
akenton@ci.cohoes.ny.us

SUMMER PARK PROGRAMS (LANSING PARK)

The City of Cohoes will again be offering the Summer Park Program beginning July 11th at Lansing Park **ONLY**. Park attendants will be present from Noon—4:00PM Monday through Friday, weather permitting. The attendants are equipped with all types of sports equipment and games. Arts and Crafts will also take place **on Tuesdays from 12:30-1:00pm** during the program.

***Christmas in July!**

Will be held at Lansing Park on July 25th at 1:00pm. Santa will visit the park and bring candy and gifts for all the children.

***Park Bazaar!**

Will be held at Lansing Park on August 10th at 1:00pm. Prizes will be awarded.

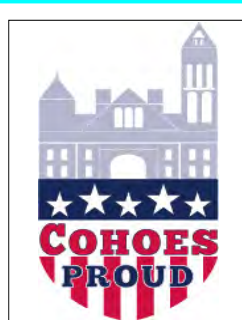
***Field Day!**

Will be held at Lansing Park on August 20th at 1:00pm. Awards will be given to all children.

****FREE SOCCER CLINICS****

Soccer clinics will be held on Tuesday and Thursday evenings starting June 28th through August 4th at Lansing Park from 6:00-7:30pm for ages 6-17. Learn how to dribble, pass, ball control, foot skills and shooting.

Parents and aspiring coaches are welcome to join as well!



Cohoes
Housing
Authority

31st ANNUAL COHOES RECREATION DEPARTMENT
2016 SUMMER SPORTS ACADEMY

- WEEK 1:** **WRESTLING** **July 5th -8th (COHOES MIDDLE SCHOOL)**
9:00 to 12:00 noon (Ages 7 to 13)

- WEEK II:** **BASEBALL:** July 11th – 15th (COHOES MIDDLE SCHOOL)
9:00 to 12:00 noon (Ages 7 to 13)
Learn the following: hitting, pitching throwing, & fielding
(GAMES EVERYDAY)

- WEEK III:** **TENNIS:** July 18th – July 22nd (VANSCHAICK PARK TENNIS COURTS)
9:00 to 12:00 noon (Ages 7 to 13) Learn the following:
forehand, backhand & serving – **NEED OWN RACKET-**
Tournaments at end of session. **RAIN SITE: COHOES**
MIDDLE SCHOOL.

- WEEK IV:** **LACROSSE:** July 25th-July 29th (COHOES MIDDLE SCHOOL)
9:00 a.m. to 12:00 noon (Ages 7 to 13) Learn the following:
Stick handling, shooting, defense, etc.
(GAMES EVERY DAY)

- WEEK V:** **FOOTBALL:** August 1st - August 5th (COHOES MIDDLE SCHOOL)
9:00 a.m. to 12:00 noon (Ages 7 to 13)
(GAMES EVERYDAY)

- WEEK VI:** **BASKETBALL:** August 8th- August 12th (COHOES MIDDLE SCHOOL)
9:00 a.m. to 12:00 noon (Ages 7 to 13)
Learn the following: dribbling, shooting, rebounding,
passing, offense, defense **(GAMES EVERYDAY)**

- WEEK VII:** **SOCCER:** August 15th – August 19th (COHOES MIDDLE SCHOOL)
9:00 a.m. to 12:00 noon (Ages 7 to 13)
Learn the following: dribbling, passing, shooting,
offense, defense. **(GAMES EVERYDAY)**

Cut on dotted line and return to the COHOES RECREATION DEPARTMENT - CITY HALL -
COHOES, NY 12047 - or return to instructor first day of event

CHILD'S NAME: _____

ADDRESS: _____

TELEPHONE #'s: DAYS: _____ EVENINGS: _____

CHECK WEEKS ATTENDING: WEEK I: ___ WEEK II: ___ WEEK III: ___

WEEK IV: ___ WEEK V: ___ WEEK VI: ___ WEEK VII /we as

parents or guardians assume all risks incidental to such participation in the SPORTS ACADEMY
CLINICS and I/we do hereby waive, release, absolve the organizers, sponsors, supervisors, from any
claim arising out of injury to my/our son/daughter.

PARENT OR GUARDIAN SIGNATURE



THIS SUMMER...beginning June 27 in Cohoes! **FREE LUNCH** and breakfast, too!

What is it? During the summer, the **COHOES CITY SCHOOL DISTRICT SUMMER MEALS PROGRAM** provides **FREE** breakfast and lunch for **ALL** children from June 27–August 16.

Where do I eat? Breakfast and lunch will be served daily at Abram Lansing Elementary School M-F only beginning June 27 and at Cohoes High School M-F only beginning July 11.

Is it really FREE for all children? Yes! ALL children ages 0-18, regardless of income, are welcome to join us for breakfast and lunch. All food **MUST** be eaten at the school. **Walk-ins are welcome!**

COHOES

COHOES CITY SCHOOL DISTRICT

Summer Meals Program

Abram Lansing Elementary School

Monday-Friday, June 27 – August 12

Breakfast: 7:15 a.m. – 8:00 a.m.

Lunch: 11 a.m. – 12:15 p.m.

Cohoes High School

Monday-Friday, July 11 – August 16

Breakfast: 7:15 a.m. – 8:15 a.m.

Lunch: 11:00 a.m. – 12:15p.m.

Questions? Please call the Cohoes Schools Lunch Office at 237-9100 x1411 or x1412.

The school lunch program is operated in accordance with U.S. Department of Agriculture policy, which does not permit discrimination because of race, color, age, handicap or national origin. Any person who believes that he or she has been discriminated against in any USDA activity should write to the Secretary of Agriculture, Washington, DC, 20250.

This institution is an equal opportunity provider.

Cohoes
Housing
Authority



Nassau Band

On Thursday, July 28th, the Nassau Band will be at the McDonald Towers to play for the residents at 7PM. Any tenant volunteers wishing to help out, please contact the office. It would be greatly appreciated. As in previous years, this should be a very entertaining evening so we hope to see you there!!!!

Satellite Dish Rules

Satellite dishes may not exceed 1 meter diameter. All dishes are to be installed by a professional approved in advance by the Executive Director along with a member of the maintenance staff present. All such approved installers shall provide proof of insurance acceptable to the Executive Director. Satellite dishes and/or antennas are to be installed at a location approved by the Executive Director. To the extent possible, they are going to be located so as to minimize damage to Housing Authority property, maintain the uniformity of the buildings and minimize risk of injury to the residents. Prior to the installation of a satellite dish and/or antenna the tenant is required to submit an application in writing along with a refundable security deposit of \$150.00. In addition, each application to install a satellite dish and/or antenna shall be accompanied by a non-refundable application fee of \$30.00.

ATTENTION ALL RESIDENTS

Whenever you call the office to report an issue within your apartment, you are granting permission to enter to any and all essential CHA personnel. If you have a concern or wish to have them address it at a specific date and time, please be sure to specify. We will work with you and your schedule to find a day and time that works best for CHA and yourself. Also, please report any and all issues A.S.A.P. to prevent further damage that may be caused by a neglected issue. To report an issue please call 518-235-4500.



Transfers

Tenants eligible for transfer from one size apartment or one project to another are based upon family size. Transfers by tenant request must be submitted, in writing, to the housing authority office. Once received and approved, you will be placed on a list. The housing authority will schedule transfers based on our policy and by date of the tenant requests. An appropriate unit will be assigned to you based upon the number of members in your family. All attempts possible will be made to move you when, and if, it ever becomes necessary to reduce any possible hardship or inconvenience.

Painting of Apartments

It costs the CHA 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.

MAYOR SHAWN MORSE PRESENTS:

ROCK THE BLOCK

2016 CONCERT SERIES

CANAL SQUARE, 72 REMSEN STREET, COHOES
6:00 - 8:30PM



THURSDAYS

- June 9 B-Street Band
- June 16 The Refrigerators
- June 23 Bronte Roman
- June 30 E.B. Jeb

FRIDAYS

- July 8 Back 40 Band
- July 15 Switch Band
- July 22 White Ford Bronco
- July 29 Back Beat & Marc Macri
- Aug. 5 All Paul Band
- Aug. 12 Harmony Rocks
- Aug. 19 River Junction Band
- Aug. 26 Rymanowski Brothers

FREE ADMISSION

Bring your own lawn chair! Rain location: Cohoes Music Hall.
Food and beverages will be available for purchase.

Concerts made possible by the support of local businesses.



Cohoes
Housing
Authority

Important Info.....



Are you moving out?

First, if you are moving out it is important to give us 30 days notice. This means you need to tell us on the first of the month that you are leaving the following month. Secondly, you need to think about your security deposit. Security deposits will be returned within four to six weeks after your move-out date. However, the amount returned is less charges and/or cleanup. Anything (furniture or garbage) that needs to be removed from the apartment by our maintenance staff is back charged against your security deposit. Any clean up of the apartment or appliances will also result in a charge. The charge for cleaning each appliance is \$25. Think ahead and you will be surprised at the amount you can save.

Working on Cars

Only properly registered vehicles are permitted in CHA parking areas. Vehicle repairs such as oil changes, motor overhauls, and body work are not allowed in the complexes.



Outside Faucets

Every year we have parents that allow their children to abuse the use of the outside water faucets. These faucets left unattended or over used can cause damage to the lawns and even the building foundation. They also cause a mess and even to the point it may be dangerous. Please explain to your children that if this happens the faucet will be disconnected.

CHA House Rules

We have handbooks available for you at the office that explains all the Cohoes Housing house rules along with some of the HUD rules that every tenant needs to comply with. This handbook is for everyone to know what is expected so there will be no fighting over some items that seem silly or trivial but can be costly. Some of these rules are:

- 1 Tenants cannot paint their apartment and no colors other than the Housing approved color
- 2 Tenants can't install cable wires thorough out their apartment making it both unsightly and possibly dangerous

3 Only one cat is allowed in any apartment

4 Rugs can't be glued or nailed

We want your stay here at the CHA to be a pleasant one and we need to work together. We are trying to make the apartments attractive, clean and serve to provide the highest quality housing possible.

Kiddy Pools

Rules for the Dog Days of Summer



Wading “Kiddy” pool: A small, shallow swimming pool not more than 12 inches deep, designed specially for use by small children.

Pools should be no deeper than 18 inches or wider than 5 feet in diameter

In many cases, any pool larger than the above specifications must be fenced off according to state/local codes. Limiting the size will also help to maintain control and safety.

Pools should be emptied each night

Letting non-chlorinated water sit for long periods of time can cause harmful germs. It is important to fill the pool with fresh water daily. Also, by emptying out water it lessens the hazard of unattended children entering the pool and drowning

Toys should not be left in or around pools

Toys can attract young children into the pool area.

The safety and well being of our residents is a high priority at the Cohoes Housing Authority, and we hope all of our residents will work toward that goal. **Policy will be enforced and action will be clearly be taken by either back charge for damage or eviction procedure.**

Tenants should notify the Authority that they have a pool

Knowing what units have wading pools will help to reinforce rules and restrictions.

Wading pools should be moved frequently to avoid damage to grounds

Leaving the pool in one place can cause damage to Authority grounds, thus causing other hazards. Tenants will be held responsible for damages to Authority property.

Pools should be properly stored when not in use

Pools should be placed in units, unit storage sheds, or other designated areas.

No Hoses/Sprinklers/Slip & Slides

Since water use is metered, we must enforce these rules. Hoses can be used to fill pools only. There is to be no washing of cars, no letting children play with hoses and absolutely no sprinklers or Slip & Slides.



Make Sure We Have Your Phone Number and E-Mail Address

Please be sure to provide your correct phone number and e-mail address to the office in case we need to notify you of any emergencies. Many times we don't have time to send out letters and the phone & e-mail is the only way to contact you in a hurry.

Security Camera Policy

As you know we have increased the number of security cameras around almost every site. These cameras and the video are for the sole use of the Cohoes Housing Authority. They are being used for security purposes



and to record violations of the lease provisions and any criminal activity.

These cameras ARE NOT MONITORED!

They simply record video and in the

event of an issue they are reviewed. Tenants are not permitted to review any of the footage. The staff does not have the time to review the footage unless it is deemed necessary by the Executive Director.



Mice



Mice can always be a problem. No use standing on a table, that won't help. If you have mice call us right away. Mice reproduce quickly and can get out of hand very quickly and will take much longer to get rid of. Feeding the birds can also cause you problems. It draws unwanted birds but also mice and even rats. Please don't throw bread for the birds, it is unhealthy for all of us.

FREE Wireless Internet at Saratoga Sites, Roulier Heights and Manor Sites

The Cohoes Housing Authority has created an internet network at Saratoga Sites, Roulier Heights and Manor Sites. This system will allow you to log into the internet once you get a username and password. You must also provide a working email address. You need to stop at the office and sign a letter of understanding providing us with the information and then we can get you started. The internet is FREE and this does not guarantee that if it goes down for some reason we will address it when we can, it is not an emergency. This is something we want to provide you as a tool for employment, learning for both adults and children. We do not control the content nor monitor it for usage. If abused you will be disconnected from the system. Also if you don't respond to any emails that we send out you will also be disconnected. We worked hard to provide you with this tool and hope you enjoy it.

Work Order Policy

All work orders must be called into the office. When you have a repair that needs to be made, call the office and a work order will be issued. Do not tell a maintenance person while passing them on the street or in the hallway. They are not authorized to make any repair calls without an approved work order. This allows for better and more efficient service.