



Cohoes Housing Authority



March 2017

www.cohoeshousing.org

IMPORTANT.....

Our maintenance on call number is (518) 235-4535.

Administration Office
 100 Manor Sites, Cohoes, NY 12047
 Tel: (518) 235-4500 • Fax: (518) 235-8120
 Maintenance on call: (518) 235-4535

BOARD OF COMMISSIONERS

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

STAFF CONTACTS & PHONE EXTENSIONS

Administration

Katherine L. Oliver	Executive Director	117
Josephine Shufelt	PH Program Coordinator	120
Karen Kremer	Accounts Payable	116
	Clerk	122

Comp Grants

RJ Langlais	Mod Coordinator	12
-------------	-----------------	----

Section 8

	Housing Eligibility Assistant	120
--	-------------------------------	-----

Tenant Relations

Sandra Obiedo	Tenant Relations Officer	113
Janice L. Medina	Sr. Account Clerk	111



Smoke-Free Housing

Cohoes Housing Authority is going SMOKE-FREE October 1, 2017.

To ensure the quality of air and the safety of residents, all Cohoes Housing Authority residential properties will be smoke-free as of October 1, 2017. We are currently preparing our policy and will be scheduling resident meetings in the upcoming months. More information will

The CHA website is www.cohoeshousing.org

Look inside for info on:

- For Your Information...page 2
- Community Events...page 5
- Apartment Inspections...page 6
- Snow Removal Policy..page 7
- Flushable? Think again...page 10

For Your Information...

Resident Advisory Meeting



A general tenant meeting will be held on March 29th at 1PM in the McDonald Towers Community Room and at 5PM in the Manor Sites Community Room. The purpose is to discuss the policies and make any recommendations to our Annual Plan to be submitted to HUD in July of 2017. Any interested tenant of the CHA can call the office to join the Resident Advisory group.



NO Parking Zones

We have noticed that vehicles are parking in designated “No Parking” areas throughout the sites. These areas also include the Maintenance Shops and in front of dumpsters. You will receive only one warning. If any tenant is caught parking in any of these areas, your car will be towed. Don’t risk a towing charge of \$125.00 plus any additional expenses incurred by the housing authority. These areas must be kept clear for your safety and for the housing authority to conduct business efficiently.

History of St. Patrick’s Day

St. Patrick’s Day is observed on March 17 because that is the feast day of St. Patrick, the patron saint of Ireland. It is believed that he died on March 17 in the year 461 AD. It is also a worldwide celebration of Irish culture and history. St. Patrick’s Day is a national holiday in Ireland and a provincial holiday in the Canadian province of Newfoundland and Labrador. The name “leprechaun” has several origins. It could be from the Irish Gaelic word “leipreachan,” which means “a kind of aqueous sprite.” Or, it could be from “leath bhrogan,” which means “shoemaker.” Legend says that each leaf of the clover means something: the first is for hope, the second for faith, the third for love and the fourth for luck.



What you need to know...

Fire Safety At Home

Safe practices at home are part of your family's fire protection plan, and it is also critical that your home and family are prepared to react quickly if a fire occurs at home.



- Develop a fire escape plan for your family that identifies two exits out of every room and an established meeting place outside. Practice makes perfect – hold a family fire drill at least twice each year.
- Be sure all smoke alarms are in working order, never disconnect one because it goes off.
- Know how to extinguish a small pan fire by sliding a lid over the flames.
- Teach every family member to “Stop, Drop and Roll” if clothes catch fire.
- Be sure your fire extinguisher is in working order and that the pointer is on the fully charged marker.
- Learn how and when to use a fire extinguisher.

Dumpsters at Manor Sites

Please realize that just because the lids are down on the dumpsters, it does not mean to throw your garbage on the ground. This is very unhealthy, unsightly and it draws rodents to come around for the loose garbage. When disposing of your garbage, if you see garbage on the ground, please throw it in the dumpster. Please do not send small children out with garbage because they can't reach the top of the dumpster to get it in. If your garbage is found on the ground, you will be charged. Repeat offenders will be dealt with accordingly. Your cooperation in this matter would be greatly appreciated. Remember this is your home, take pride in it!



Entering the Job Market: Advice for job seekers who have limited work experience

*By Elizabeth Romand, a Career and Community Services Program
Coordinator at Albany Community Action Partnership.*

How important is work experience on a resume?

It is incredibly important. Work experience is used to showcase skills to a potential employer.

What if you don't have work experience?

Think about what experiences you do have. If you were recently in high school or college look at your participation in extracurricular activities. Everyone should consider volunteer community service, duties in the community, and work at religious centers as other sources for experience.

What activities could you substitute for work experience?

Internships, volunteering, extracurricular activities, and clubs should all be considered. For example, involvement in the Parent Teacher Association at your child's school may showcase community involvement, the ability to organize, and experience working in a team.

How do you determine if an activity would be good to include?

The activity should highlight transferable skills that the potential employer is considering. Organized activities are often good sources for those skills. Be careful to focus on the tasks and skills rather than the organization. For example, if you have collected donations for your church, highlight the responsibility of handling people's money and the organization skills needed to collect the funds rather than information about your church.

Some time-consuming responsibilities,

such as providing long-term care for a sick loved one, may not always seem relevant. However, it may prove that you have the ability to jump in and help out regardless of what needs to be done and are able to commit yourself to long-term projects.

What other things do employers consider?

Training, both formal and informal, or a willingness to learn is important to employers. It is expensive to hire a new employee and train them, so employers need to know you are dedicated and interested in joining them for the long-term. Be prepared to explain patterns of job instability and gaps in employment. If you were unemployed, use other activities to show that you were still developing skills. Your resume will act as a snapshot of your professional life to an employer.

What assistance is available for job seekers from ACAP's Career and Community Services?

We offer job placement as well as relevant training/credentialing in a career field of your choice that you can include on your resume. We also have a full range of soft-skills and job readiness services provided in a one-on-one setting to prepare you for an interview and your life with a job. Our programs also work to ensure your childcare, transportation, and professional clothing needs are met. For more information, please call us at 518-463-3175 or visit our website at www.albanycap.org.

Community Events.....

Cohoese Girls Softball Registration

Will be held on March 4th, 11th and 18th at the Cohoes Community Center 22-40 Remsen St, Cohoes.

10:00am-12:00pm

\$65.00 per player/ an additional \$10 per player after April 1st

Age requirements 4-16 years old

4 years old as of 1/1/17

Clinic, 10U, 12U, 16U

Online Registration available

<http://tshq.bluesombrero.com/cohoesgirlssoftball>

Cohoese Little League Registration

In person registration for the 2017 Little League season will be held on the following dates:

Feb 25th and March 4th, 11th from 10:00am-1:00pm at the Cohoes Community Center (22 Remsen Street).

Also check out our new website. www.cohoelittleleague.org

Cohoese-Waterford Elks Fish Fry Dinner

Cohoese-Waterford Elks, 45 No. Mohawk St., Cohoes

Fish Fry Dinner - Starting March 1st (Ash Wednesday) and every Friday through April 14th (Good Friday).

Choose from Fish Fry, Fish&Chips, Seafood Platter and many more!

11AM - 7PM.

Eat in or take-out. Call 235-3222 for take-out orders.

Cohoese Public Library Cabin Fever Sale

Shake off the winter blues and stop at the Cohoes Public Library on March 18 (snow date, March 25) for a Cabin Fever Sale. Sponsored by the Friends of the Cohoes Public Library. The sale features a book sale, and their ever popular homemade bake sale.

The sale will run from 10 am to 2 pm at the Library at 169 Mohawk St. Do you have some books that need a good home? Drop them off at the library the week before.

Updates may be found at their website at

www.CohoesePublicLibrary.org or by calling 235-2570.

News At The Authority

McDonald Towers Apartment Inspections:

The Annual Apartment Inspections for McDonald Towers will held on March 6 through March 10, 2017. In the upcoming months we have scheduled the other sites as follows:

Roulier Heights – April 3 through April 7

Saratoga Sites – May 8 through May 12

Manor Sites – June 12 through June 16

Please be sure to check future newsletters for any date changes.

A GOOD NEIGHBOR POLICY



Be considerate of your neighbors and do not play any musical instrument, radio or TV in such a manor to disturb others between the hours of 10pm and 8am. The City of Cohoes has a noise ordinance, so please be considerate or you could face both fines and eviction.

Sooner or later you discover that life is a mixture of good and bad, give and take. You learn it doesn't pay to be a sensitive soul and you should let little problems pass. You learn that those who lost their temper will usually lose out. You learn that another person's gripe shouldn't be taken too seriously. You learn that carrying a chip on ones shoulder is the easiest way to get into a fight. You learn that the quickest way to become unpopular is to carry tales and gossip about others. You learn that even the maintenance men and the office personnel are human. And that it doesn't do any harm to smile and say good morning, even if it's raining. You learn to sympathize and have patience with young ones because you too at one time were young. You learn that people are not any harder to get along with in one place than another if they mind their own business and that getting along depends about 98% in taking care of your own behavior. Before you go off for a fight or while you are discussing a problem, remember the Rotary's Club Motto, which is a businessman organization:

- First: is it the truth?
- Second: is it fair to all concerned?
- Third: will it build good will and better friendships?
- Fourth: will it be beneficial to all concerned?



*****IMPORTANT*****

Snow Removal Policy

Again, winter has approached and with that comes the snow. We must plow to keep the lots safe and usable. Our policy states that all vehicles, at all sites, must be moved off site, by 9am the day following the storm.



We cannot always promise that we can give any prior notification other than this policy but we'll try the phone system method as much as possible. **BE SURE WE HAVE YOUR CURRENT PHONE NUMBER!** If you changed your number or want us to call a cell number be sure the office has the new number. Again this method is a courtesy not mandatory and there will be **NO** excuse for not moving your car and being towed.

*****ALL VEHICLES, AT ALL SITES, MUST BE MOVED OFF SITE BY 9AM THE DAY FOLLOWING THE STORM.*****

Your full cooperation in this matter will be greatly appreciated. Your help is needed to keep the grounds plowed and cleared. This removal is necessary for your safety and for your convenience in having parking space cleared.



Pet Policy

A cat may not exceed 15 pounds at full growth. All cats must be spayed or neutered and documentation of this must be furnished to the Housing Authority. Tenants **MUST** provide documentation from the Veterinarian or medical facility of all required shots. Documentation for yearly checkups and shots must also be submitted. Failure to submit required documentation would be grounds for termination of tenancy.

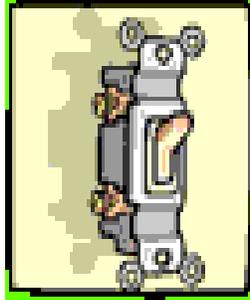
A \$150.00 returnable pet security deposit must be placed before the pet is admitted to the development and will be returned upon move out or removal of the pet after a full inspection of the dwelling unit is done and no damages are found. The Housing Authority reserves the right to do quarterly inspections for pet damage.

Make sure we've got your number!

Please be sure to provide updated phone numbers 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 is the only way to contact you in a hurry.

Charges for work orders

Tenants are encouraged to call in work orders before the problem is an emergency. The CHA will not charge for wear and tear of the materials or the labor time. We know items wear out and need to be replaced but when the item is damaged and it could be an accident



we have to charge for the repairs. We work very hard to get the best prices on materials but it all adds up. If a man is called out for an overtime call we have to pay him for his time. This is why we needed to

raise the lock out charge to cover the cost for his time. Please consider leaving a key with a friend or neighbor to call in the event you don't have your key.

We here at the CHA want to provide quality work and housing for everyone. If we make a mistake on a repair, call us. If something doesn't work right, let us know. We are here to help you. If you have any questions, please let us know.

Want to get a hold of us?

Try email, it is the best way of getting us and the quickest way of getting a response. Please, make it short and to the point so we can respond easier, please don't write a book, we can't read them as easy nor can we really determine the issue.

Live-In's

There is no way to say it but it's simply FRAUD. Having someone stay at your apartment and not reporting it is fraud. Many think that "THEY" don't live there because they get mail at some other place, or they still say they live with their "mom", when in fact they haven't seen their mom in months. Staying in the apartment for more than 3 days and not reporting it is living there.

Websites for Seniors



Here are some Websites of particular interest to people over 50. If you have a favorite site that you think others might enjoy, send the URL to:

Senior Spotlight, 25 Delaware Ave., Albany, NY 12210, or e-mail it to: spotlightseniors@seniorservicesofalbany.com

If you don't have a computer at home, you can access the Internet at most libraries and senior centers.

- <http://www.todaysseniors.com/>
- <http://aging.state.ny.us/>
- <http://www.consumeraffairs.com>
- <http://firstgov.com/>



Sewer Plugs, they can cost you!

We recently had a tenant that put a diaper into their sewer line. Naturally it plugged up the sewer causing a major mess. This tenant paid a lot of money to the tenant. They were responsible for the mess and the time to clean it up.

Note to Self! Do not put anything like sanitary napkins, diapers, rags or anything in the sewer line. You risk causing a problem for us, your neighbors and a major expense to you. You also risk eviction for damage to the property.

BEDBUGS!



© Mayo Foundation for Medical Education and Research. All rights reserved.

By Amanda Benedict, Director – Watervliet Public Library

It has come to our attention that there has been an outbreak of bedbugs in Albany County. Authorities believe that the bugs will soon be a big problem for many area residents, especially now with kids returning to school. Bedbugs cling to clothing and other objects, making it easy for them to transfer from one place to another.

So, we decided to do a series of articles full of tips that will help you determine if you have the bugs, what to do if you have them, what to do if you have been bitten, how to help prevent bedbugs, and where to go for further information and assistance.

But first **What are these bedbugs and where do they come from?**

A bedbug is a small (about the size of an apple seed), flat, reddish-brown bug that feeds on blood. They are found in homes all over the world, even the cleanest of homes. Bedbugs are not picky about their environment, whether clean or dirty, so it makes it very difficult to prevent them. They hide during the day and come out during the night in order to feed.

The recent spread of bedbugs could be due to increased international travel, changes in pest control, and insecticide resistance. Bedbugs travel on our belongings, making it easy for them to spread from place to place. If you're at someone else's house, or in a hotel room, and set your jacket or bag on the floor, the bugs could crawl onto your things and come home with you. Other public places, such as movie theaters could be invested with bedbugs. Check your clothes, hair and belongings after leaving such places before you return home. The good news is that the bugs do not hide under your clothing, so covering as much skin as possible is one way to reduce your risk of having them stick to you.

Watch out for bedbugs in crowded lodgings such as:

§ Apartment complexes Dormitories Homeless shelters Hotels

Where do they hide?

During the day, bedbugs hide in the cracks and crevices of:

§ Mattresses Box springs Bed frames Headboards

They also can be found:

- § Under peeling paint and loose wallpaper
- § Under carpeting near baseboards
- § In upholstered furniture seams
- § Under light switch plates or electrical outlets

(Mayo Clinic)

References:

"Bedbugs." Mayo Clinic Staff. *MedlinePlus*. Accessed from <http://www.mayoclinic.com/health/bedbugs/DS00663/METHOD=print> on 9/3/2010.

flushable?

think again ...



The toilet is not a trash can.

Many items marketed as disposable and/or flushable do not degrade like toilet paper, and they wind up clogging pipes, tangling pumps and causing messy sewer backups into streets, businesses and homes.

What not to flush:

- Vitamins, medicines or other pharmaceuticals
- Diapers (cloth, disposable, or "flushable")
- Facial tissues
- Baby wipes, disinfectant wipes, moist wipes, etc.
- Toilet bowl scrub pads
- Swiffer products
- Napkins (paper or cloth), paper towels
- Dental floss
- Fats, oils and greases
- Sanitary napkins, tampons, condoms or any non-organic material
- Wash cloths, towels, rags, underwear (any cloth item)
- Plastic wrappers or packaging

So what CAN I do?

- Only flush human waste and toilet paper.
- Avoid purchasing "flushable" items. Clean with a sponge or rag that you can reuse.
- Compost your food waste.
- Discard hazardous materials such as used motor oil, antifreeze, etc. at the Household Hazardous Waste Facility.
- If it can't be reused, recycled or composted, please place it in the garbage.



Think before you flush.



City of Cohoes
Department of Public Works
(518) 233-2139
www.cohoescity.com

Zero Tolerance for Drug Use!

The Cohoes Housing Authority has a zero tolerance for drug use. If any tenant is found to have violated this policy, this means the mere arrest is cause for immediate eviction (we don't need a conviction). Is your apartment worth this? Even more are your children worth the risk? Have a problem? Help is available, but you have to want it.



Snow

Shoveling the snow from your sidewalk is essential and it is part of your lease, with the exception of seniors. The Housing Authority will back charge to clear any walks or porches that are not cleared within 24 hours of a snowstorm. Also, be sure your car is moved by 9 am the day after it snows so we can plow. Cars will be towed so we can be sure the area is clean. This is for your and others safety to make the parking areas safe.

FRAUD = STEALING

Fraud is working and not reporting your income. Fraud is having someone live with you and not reporting it to the office. Does this fit someone you know? If so report it to the office. All calls are handled confidentially.

Drug Tip Hotline

Illegal drugs are a major problem in our country. The Cohoes Housing Authority is no exception. If you know of any illegal drug activities, please call the Drug Tip Hotline at 233-2161.

**ALL INFORMATION IS
TOTALLY CONFIDENTIAL.**

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.

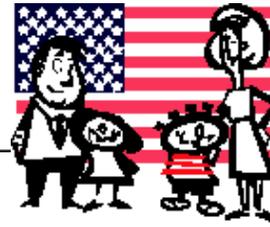


Smoke Detector Maintenance Policy

Your unit is equipped with one or more smoke detectors. You must ensure that the smoke detectors are operating at all times. Never disconnect a smoke detector for any reason.

The smoke detector has a red indicator light on its face. If your smoke detector is operating properly, this light will be lit. If the light is flashing and the smoke detector beeps every few seconds, the battery is low and needs replacement. If the light is not lit or flashing, the battery is dead or has been disconnected if it's electric.

If your smoke detector isn't operating and you need assistance notify the office immediately. If you fail to keep all smoke detectors in your unit operating at all times, you will receive one and only one warning. If you fail to comply with this rule a second time, we will have grounds for eviction.



Sound like your house?

My Parents...

AT SEVEN: My Parents—They are the smartest people in the world; they know everything.

AT SEVENTEEN: My parents don't know as much as I thought they did.

AT TWENTY-ONE: My parents don't know anything compared to me—they just don't understand the younger generation.

AT THIRTY-FIVE: My parents know much more than I thought they did. They were really quite worldly-wise.

AT FIFTY: My parents were always right. Everything they did was for my benefit.

Home Oxygen Therapy and Cigarette Smoking: A Dangerous Practice



Oxygen as a therapeutic agent was first introduced in 1922 and since then it has become an important form of home therapy for chronic obstructive pulmonary disease (COPD). Its use has increased dramatically over the last 20 years.

The single most important cause of COPD is cigarette smoking, and a significant number of patients continue to smoke despite being on home oxygen therapy. Recent surveys show the percentage of home oxygen users still smoking to be between 14% and 51%. Those that smoke while using oxygen expose themselves and those around them to the risk of fire and serious burns. The fire and burn injury risk of home oxygen use is increasingly being recognized but the actual incidence of burns in home oxygen users is unknown as many cases are likely to be unreported.

Most patients on home oxygen use nasal cannulae. Nasal cannula tubing is a polyvinyl chloride product which, when ignited, emits an intense flame, possibly owing to the release of highly flammable vinyl chloride gas.

Needless to say, smoking while on oxygen therapy significantly compromises the effectiveness of the therapy, as well as presents a serious safety hazard. Therefore, to smoke while on oxygen therapy is not a good idea!