

GREENBURGH HOUSING AUTHORITY NEWSLETTER:

NEWS IN BRIEF:

All rent payments are to be mailed to the GHA office or left in one of the locked boxes outside the GHA office. Please note the remittance address for mailing rent payments is 9 Maple Street, White Plains, NY 10603. Return payment envelopes are enclosed with rent statements.

Please remember to park only in your assigned space to prevent having your vehicle booted and/or towed without notice at owner's expense.

The answering service's number for after hour emergencies is as follows: (914)227-2712.

Effective March 18, 2022, residents will receive in the mail, a confirmation of any rental/fee payments received by Greenburgh Housing Authority for their records. Rent statements will continue to be mailed to residents at the close of the month.

The Greenburgh Housing Authority administration building is closed to the public. Admittance is by appointment only for matters not able to be conducted via email/phone/zoom/letter.

Please see attached flyers regarding housekeeping and rodent control.

APRIL 2022:

MEETINGS:

The April 2022 GHA Work Session will be held on Wednesday, April 13, 2022, at 5pm via Zoom.

- **Dial: 1 646 558 8656**
- **Meeting ID: 895 0661 6874**
- **Passcode: 708215**

The April 2022 GHA Board Meeting will be held on Monday, April 18, 2022, at 5pm via Zoom.

- **Dial: 1 646 558 8656**
- **Meeting ID: 886 4694 7392**
- **Passcode: 330694**

SPECIAL INTERESTS:

Please note, tenants who wish to be home during work order repairs must give 2 days' advance notice along with a 4-hour window of availability for maintenance when contacting the office for the work order request. Pest control maintenance requests can continue to be called in, as necessary.

Please note, any tenant who will suffer a significant income change going forward in their household, please contact the Public Housing/Section Eight departments immediately and provide supporting documentation to determine if a rent adjustment is applicable.

All paperwork requests for the housing department (letters, shelter verifications, lease copies, etc.) will be mailed within 48 hours. Any tenant that wants paperwork emailed/faxed, must provide information (email address, fax number).

Redevelopment of Manhattan Avenue and Greenburgh Heights Sites rehab updates:

- Construction work is in progress at the Manhattan Avenue site.
- Merrill Hill Courts site is fully leased up. Construction work is in progress at Stacey Courts. Secor Heights residents are being relocated presently. The relocation team will contact Glenville Garden residents shortly and will continue to do so for the next few weeks.

Don't Let This Happen to You

GHA strongly recommends that tenants have renter's insurance for the duration of their lease term.

Many renters assume GHA's policy covers their belongings as well, but **THAT'S NOT THE CASE** and they do not find out until it is too late.

There are many low-cost policies out there, so if you want to protect your belongings, check with your insurance agent to obtain a policy.



To avoid sewer backups, it is imperative that tenants comply with GHA's policy regarding flushing unacceptable items down the toilet.

Additional Information:

DO NOT FLUSH PAPER TOWELS, DIAPERS, WIPES, TAMPONS, SANITARY NAPKINS, WASHCLOTHS, GREASE OR OIL!!!!
CONSTANTLY FLUSHING THESE ITEMS WILL CAUSE A BACKUP!!!! JUST BECAUSE IT HASN'T HAPPENED IN YOUR APARTMENT YET DOESN'T MEAN IT ISN'T HAPPENING TO YOUR NEIGHBOR

Greenburgh Housing Authority

9 Maple Street

White Plains, NY 10603

(914)946-2110

TO: All GHA Residents

FROM: GHA Management

RE: Garbage Containers

DATE: March 28, 2022

We have received numerous complaints regarding garbage not being placed in the dumpsters provided at each site.

The large amount of garbage found throughout the sites create a situation that is both unsanitary and unhygienic, as well as attracting unwanted insects and rodents. **This is your home, take pride of your site.**

Please place garbage in the containers in the shed. Do not leave garbage bags outside of your apartment doors, which can attract unwanted animals such as coyotes, cats, and rodents. If this persists, we will be forced to act against offending residents which includes a fine of \$50 or more.

This is a health issue, as well as a violation of GHA policy.

Thank You,

GHA Management

Greenburgh Housing Authority

9 Maple Street

White Plains, NY 10603

(914)946-2110

TO: All GHA Residents

FROM: GHA Management

RE: Pest Control

DATE: March 22, 2022

We have received numerous complaints regarding the increasing presence of rodents (mice) in residents' households. Everyone strives for a rodent-free home. Rodent-proofing involves identifying and eliminating the conditions that make it possible for mice to survive - namely, their food, water, and nesting areas. Once you know the problem areas, you can follow the steps below to reduce or eliminate these conditions.

Step 1 - Remove sources of food & water.

Mice are opportunistic feeders that will eat any food discarded by humans. Eliminating their food and water source is critical to controlling them.

- **Clean up spilled food in cupboards and on floors**
- **Keep counters and food preparation areas clear of food at night**
- **Keep all food packages tightly sealed**
- **Pick up trash and discarded food when outdoors**
- **Place your trash in bags and deposit them in the dumpster, not on the ground**

- Store pet food in sealed containers.

Step 2 - Eliminate rodent habitats in and around your home.

- Clear out boxes and other clutter in storage areas
- Store materials off the floors on shelves

Step 3 - Prevent rodents from entering cracks & crevices.

It's important to remember that rats can fit through an opening around the size of a quarter and mice can squeeze through an area smaller than a dime, so be sure to conduct a thorough inspection of your home - inside and out. Identify areas that need to be sealed or blocked in order to keep rodents out. Call the GHA office and request a work order to be entered for the maintenance department to come into your unit to seal the holes, as well as to place traps.

Remember, some areas are just more prone to recurring rodent problems - especially those neighboring wooded areas or located in densely populated urban centers. Rodents also tend to enter homes as the weather gets cooler, so be sure to take preventative measures before the cold sets in. Thank you for your cooperation.

Sincerely,

GHA Management

PUBLIC HOUSING:

Tenants are strongly encouraged to purchase renters' insurance to protect your personal property.

INCOME VERIFICATION – Please note as per your lease, all income needs to be disclosed to GHA. All income generated from tenant business activities on GHA property needs GHA approval and disclosure. Failure to do so will be construed as FRAUD and will be prosecuted.

Dogs - Please note that all dogs must be registered with GHA, unregistered dogs are a breach of our policy, and all dogs are always to be on a leash while on GHA property. Please pick up after your dog litters the ground, violators will be fined by housing. If you see an unattended dog on GHA property, please contact the Greenburgh Police Department at (914) 989-1700. PLEASE DO NOT FEED CATS ON THE PROPERTY.

MAINTENANCE:

Tenants are responsible for any work order fees. For any questions regarding charges associated with work orders, please contact Maintenance Director Mr. George Lux at (914) 946-2110, Ext. 102. ****FOR STATE TENANTS:** Please note that as of January 2017 GHA will be charging \$10 for each replacement mailbox key. If you already have an extra key you can go to Home Depot to get a copy made, the maintenance department will no longer go unless you have no key.

****FOR GREENBURGH HEIGHTS TENANTS:** Maintenance does not make keys, they must change the mailbox lock completely.

CONSERVATION: Please conserve our valuable resources. Water is a valuable and expensive resource, do not waste it. Please turn your electrical appliances off when not in use, this includes TVs, lights, laptops, computers, etc. We appreciate your cooperation.

Use of propane tank is prohibited on GHA property and in the units. All Propane tanks and propane grills will be confiscated and disposed of without notice.

To avoid sewer backups, it is imperative that all tenants comply with GHA's policy regarding flushing unacceptable items (paper towels, diapers, feminine hygiene products, etc.) down the toilet. **PLEASE DO NOT POUR GREASE DOWN THE KITCHEN SINK OR FLUSH IT DOWN THE TOILET. IT IS IMPERATIVE THAT ALL RESIDENTS COOPERATE ON THIS MATTER.**

Please dispose your garbage properly. Do not leave garbage in the common areas. Tenants are requested to place all garbage in dumpsters carefully to avoid having litter on the ground in the garbage shed. This will also help prevent unwanted pests from being in the area. We request all tenants to comply with this policy to keep the environment safe and healthy. Your cooperation is appreciated.

Please note that the monthly extermination service: is a mandatory requirement of all residents. The exterminator, who will be accompanied by maintenance staff, comes once a month on Thursdays. Please review the schedule below for the day extermination is scheduled for your building.

- 1st Thursday of the month - 1, 2, & 3 Oak Street along with 101 Manhattan Avenue
- 2nd Thursday of the month - 1, 2, & 4 Beech Street along with 7 Maple Street.
- 3rd Thursday of the month - 1, 3, & 5 Maple Street.
- 4th Thursday of the month - All Greenburgh Heights Sites.

"Our mission is to provide and develop safe, affordable and quality housing opportunities for individuals and families while promoting self-sufficiency and neighborhood revitalization..."



Helpful Numbers:

Answering Service (Maintenance Emergencies): (914)227-2712

Security Officers (5pm-12am):

- H. Tucker (914) 527-0062,
- D. Clark (914) 362-5338

GHA Office: (914) 946-2110,2111 GHA Office Fax: (914)946-6240

Greenburgh Police Department: (914) 989-1700

Fairview Fire Department: (914) 949-5600

Greenburgh Town Hall: (914) 989-1500

Theodore Young Community Center: (914) 989-3600

Greenburgh Animal Control (Greenburgh Police Department): (914) 989-1700

Greenburgh Health Center: (914) 989-7600

Human Society of Westchester: (914) 632-2925

Towing Company: Certified Towing and Transport