

# the Community Voice

CHARTER OAK  
COMMUNITIES

NEWS AND INFORMATION FOR COC RESIDENTS

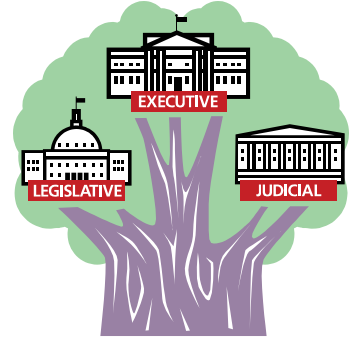
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*Executive Director*

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*Deputy Director*

Mary Beth Henry, *Editor*



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*When spotlights are out at Oak Park and Ursula Park Townhouses, please let us know. We depend on residents to inform us when lights go out so we can help provide the best property maintenance possible. In addition, a well lit area is a safer area.*

*For ease of reporting, spotlights at Oak Park and Ursula Park Townhouses are numbered. When a light goes out, you will need to look at the spotlight on the building to get the number (in the daylight, of course). This will make it much easier to have the maintenance staff replace the lights as quickly as possible.*

*In addition, you can drop by the management office at 37 Custer Street to report a light outage or you can leave a message with work order at 203/977-1465. Thank you for your cooperation.*



## Greetings from New Executive Director

### *Legislative Update*

*By Vincent J. Tufo*

This month is the debut of a new name and appearance for our newsletter. From now on, our bimonthly publication will be known as *the Community Voice*. This is the first edition filled with pertinent information for residents of Charter Oak Communities (COC). Please feel free to contact us with any input you may have on the new layout.

On March 18, I returned from the National Association of Housing & Redevelopment Officials (NAHRO) Legislative Conference in Washington, DC. Regarding federal Economic Stimulus that was recently approved by Congress, there are two categories that will impact COC: Public Housing Capital Funds and Tax-Credit Funds. Of the Capital Fund money, COC will receive an additional allocation in the amount of \$1.7 million as well as the opportunity to compete for additional funds shortly. We plan to use this supplementary money for energy-saving items at Stamford Manor and other federal developments and at Clinton Manor, Quintard Manor, Ursula Park Townhouses, Sheridan Mews and

Lawn Avenue Townhouses. We will also accelerate the repair of exterior masonry at Stamford Manor and replace many windows throughout our federal developments. Projects utilizing these funds will need to be well into the planning process in order to obligate and extend the funds and will need to be completed in about half the normal amount of time.

The tax-credit equity market has shrunk to unforeseen levels and this has delayed the implementation of new projects that are in our *pipeline*. For tax credits at Progress Drive, we may be eligible to receive 85 cents per tax credit dollar for a potential sum of up to \$17 million. We are in discussions with the Connecticut Housing Finance Authority (CHFA) and are attempting to lock in these funds. If we are successful, receipt of these “exchange” funds will facilitate the start of the 58 Progress Drive development of 95 mixed-income units – the first phase of the long-awaited Vidal Court revitalization.



## Update on Ongoing Projects

Charter Oak Communities will be working on several projects in the coming months that will be affecting Stamford Manor. The first project that is in the final design phase, and will be out to bid in March, is the Replacement of the Roof at Stamford Manor. The second project that has had the design work awarded and is planned to begin in the coming months is the Brick and Concrete Repair at Stamford Manor. The third project is the Security Entrance and Site Improvements which, after a delay, is getting back on track. Stamford Manor will be a busy place as there will be much Improvement activity in the near future.

### Save these Dates

As a reminder, all rent payments are due by the 10<sup>th</sup> of each month to avoid incurring a **LATE FEE**.

Late payments received by Charter Oak Communities (COC) after the dates listed below, **WILL NOT** show on your monthly statement until the following month. The cut-off dates for the remainder of the year are:

- April 20<sup>th</sup>,
- May 20<sup>th</sup>,
- June 19<sup>th</sup>,
- July 20<sup>th</sup>,
- August 21<sup>st</sup>,
- September 21<sup>st</sup>,
- October 20<sup>th</sup>,
- November 20<sup>th</sup> and
- December 18<sup>th</sup>.

If you are mailing your payment, please allow at least two business days for COC to receive it and properly credit your account.

Please make a note of these dates and be sure to allow enough time for your payment to be processed in a timely manner.



# Happy Spring!



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Joe Person  
1234 Main St.  
City, ST 12345

Date 01/31/2009

*The Perfect Gift Company*  
Pay to the order of \_\_\_\_\_ \$   
Dollars

First Bank of Somewhere  
1234 Main St.  
City, ST 12345

Memo \_\_\_\_\_ Signature \_\_\_\_\_

10101010 - 1234567 - 103

## How to Write a Check

### Follow these steps

If you do not know how to write a check, you are not alone. There are many reasons why people do not know how to write a check. Some of the reasons are: They were never taught in school; their parents never taught them how to write a check; they are new to this country; their parents, spouse or someone else has always taken care of their finances for them; they never needed a checking account until now; or they had a checking account a long time ago and have forgotten how to use one.

Follow these steps when writing a check:

1. Start by writing the date and make sure it is legible.
2. Write the name of the person or company receiving your check on the line that starts with "Pay to the Order of" or "Payable to." Avoid abbreviations whenever possible.
3. Write the numerical dollar amount of the check in the small space with a dollar sign (\$) so that it reads like this: \$25 63/100.
4. Write the same amount using words for whole dollar amounts, a fractional figure for amounts less than

a dollar, and a straight line to fill up the remaining space on the line ending with the word "Dollars," like this: Twenty-five and 63/100-----Dollars. If the amount written in figures and the amount written in words don't agree, the bank will generally pay the amount written in words. Write both words and figures clearly.

5. Sign the signature line in ink at the lower right EXACTLY as it appears on the bank signature card. Never sign a blank check. Someone could find it and fill in any amount they like and cash it.

6. In the memo line, record what the payment is for and write you resident ID# as well.

7. Note the check number, date, payee and amount on the check stub or in the check register at the front of your checkbook.

8. Subtract the amount of the check so that you will know how much you have left in your account.



## Fairgate Construction Update



Construction at Fairgate is well under way. We expect first deliveries in September of 2009. Please see some recent photos (above & right) highlighting the progress to date.



## The Power of Motivation

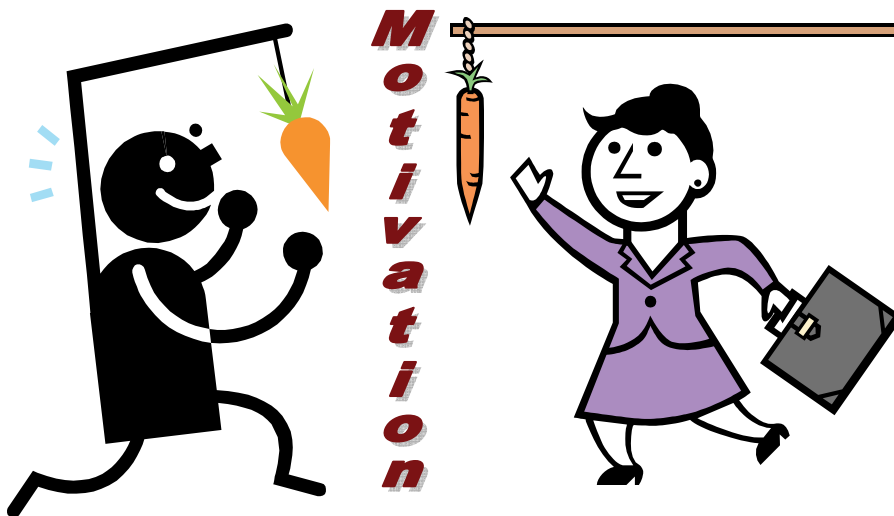
*By Donna Spellman, Director of Self Sufficiency Services, Family Centers.*

Have you ever been inspired by a motivational speaker? You feel rejuvenated, recharged and ready to really make changes in your life. But in time, your enthusiasm and passion begin to dwindle and before you know it, you're back to the usual, familiar ways of life.

It is true that things never seem to last long enough. Even though you shower today, you're still going to need to shower again tomorrow. And I'm sorry to tell you but brushing your teeth this morning does not mean that you won't have to brush them again tonight! Motivation is much the same. You might feel surges of inspiration or motivation but how do you sustain it?

Motivation provides the nourishment that sustains you and helps you to grow as a person, an employee or a family member. The root word of motivation is motive which means "a reason to act." The *reason* is the internal dialogue that tells us when to act, out of habit or with new purpose. The greater side of motivation is *vision*, the dream. We have to have a vision that is big enough to compel us to act; otherwise we just won't do it!

Much of motivation is emotional. I don't know quite how this works, but I do know that it works for me. Emotion is a powerful force that gets us going. Do whatever you can to infuse some emotion and use it to your advantage. Motivation becomes self-sustaining when you begin to see the results of your hard work. The harder you work, the more results you will get and the more results you get, the more you will be motivated to get more.





## ELECTRICAL SAFETY



Electrical shocks can knock you unconscious, cause tissue burns and stop your breathing and heartbeat; please be careful. Take these precautions to protect your household:

1. Put safety plugs over all unused electrical outlets to prevent children from sticking screw drivers, nails, pins and other metal objects into them.
2. Never use electrical appliances such as radios or hair dryers near a filled bathtub or sink. They could fall in and electrocute someone.
3. Never touch anything electrical while your hands are wet or if you are standing in water.
4. Extension cords should never be run under rugs or carpets. The wires may become frayed or broken from people walking on them and cause shocks or fires.
5. Do not use the phone or take a bath during an electrical storm. An electrical charge can come in through the water pipes or the telephone line.
6. Never touch someone who has been electrocuted without shutting off the power source first. The current could pass through your body and shock you.

## Sunday Brunch at Glenbrook Manor

*A good time was had by all!*

The Glenbrook Manor Resident Association held a "Sunday Brunch" on February 22, 2009 from 11:00 AM to 2:00 PM. Many residents and guests enjoyed a selection of foods including ham, bacon, sausage, eggs, French toast, muffins, bagels and pastries as well as coffee, tea and orange juice. As usual there was good food and fellowship among friends and neighbors.



## Please Call!

Some monthly resident meetings are very well attended while others are not. We need your input on what you would like covered at your resident council meeting. Would you like a particular guest speaker or a certain topic covered? Let us know what we can do to improve communication & engage all residents. Please call Mary Beth Henry at 203/977-1400, X3304 or email her at [mbhenry@charteroakcommunities.org](mailto:mbhenry@charteroakcommunities.org) to share your ideas. Thank you and we look forward to hearing from you.