

MANAGEMENT STAFF

Regional Property Manager	Jan Mathison
Property Manager	Allison Pantaleon
Assistant Manager	Vickie Greene
Administrative Assistant	Ileana Rosa
Maintenance Supervisor	Victor Llanos
Maintenance Technician	Wilfredo Quezada

RESIDENT SERVICES STAFF

Resident Services Supervisor	Andrea Flipping
After School Coordinator	Marilyn Andrews

MANAGEMENT OFFICE HOURS

Monday – Friday	8:30 AM – 4:30 PM
Weekends	By appointment only

RESIDENT SERVICES OFFICE HOURS

Monday – Thursday	12 Noon – 8:00 PM
Friday	10:00 -6:00 pm

IMPORTANT PHONE NUMBERS

Management Office	(203) 964-1445
Management Fax	(203) 358-9128
Resident Services Office	(203) 348-1894
Resident Services Fax	(203) 348-1903
Desire Me Motors Towing Company	(203) 327-9264
Stamford Hospital	(203) 276-1000
Police/Fire/Rescue (Emergency)	911
Police (Non-emergency)	(203) 977-4425
Fire Department (Non-emergency)	(203) 977-4671
Ferguson Library	(203) 964-1000

BAYVIEW TOWERS

January 2008



300 TRESSER BLVD STAMFORD, CT 06901



Happy New Year!

I wish to extend warm appreciation, peace, and goodwill to the entire residents of Bayview Towers. I thank all of you for embracing the vision of the Community Center. Reflecting on 2007, it was a busy and successful year highlighted by Seniors Recognition Week. More than 10 programs were customized to help Bayview Towers residents achieve greater success. Looking ahead, 2008 will be highlighted by certification courses scheduled for winter, spring and the summer season and our Partnership Week.

Thank you for your dedication and generous support and I hope you will join us for these exciting 2008 events especially the opening of our newly remodeled center. Join us as we open our newly remodeled Community Center on January 2, 2008 at 10am. Come and experience what we have to offer.

Resident Services Supervisor
Andrea Flipping

After School Program Open Enrollment

The After School Program is for children ages 6 and up. The After School Program is open Monday thru Friday from 3:00 to 5:30pm.

Parent's may register their child from 10am-5pm in the Community Center before Friday 5th

You can contact the center for more information at 348-1894.
Fee is \$50 per child.

To access the center from the front lobby, please dial 915.

all requests to be properly scheduled.

We again ask all residents not to pore loose garbage, food, or oil into the trash chute. All trash should be properly secured before it is put in the chute. Proper disposal of household rubbish aids in the control of unwanted pests such as mice and roaches. No trash should be left on the floor in the trash room or alongside the entrance doors. All trash must be properly disposed of in the receptacles provided. There is a fee of \$55.00 for improper trash disposal.

RENT COLLECTION POLICY

Below are some of our general policy statements for the collection of rent. If you have any questions please feel free to contact the office.

- **RENT IS DUE IN FULL ON THE FIRST OF EACH MONTH**
- **PLEASE INCLUDE APARTMENT NUMBER** on the check or money order
- **RENT IS LATE** (in arrears) if it is not paid by the tenth (10th) of the month
- **LATE FEES** on the 11th of the month a late fee of \$10 will be charged. Thereafter \$1 for each day rent is not paid, not to exceed \$30 dollars per month
- **MONEY ORDERS ONLY...**once you have had 2 checks returned to us we can not accept your rent payment in any form except for money order or certified bank check **NOTICE TO QUIT...** once you have been served with a notice to quit for unpaid rent by our Attorneys you will be responsible for all legal and court fees involved in accordance with your lease.

ARE YOU DUE FOR YOUR ANNUAL RECERTIFICATION?

Recertification is extremely important. If you are unable to keep your scheduled appointment please call the office to reschedule. When you come in for your appointment please bring in your completed questionnaire, along with the name and addresses for all employers, banks, childcare agencies etc. Failure to recertify on time will result in your rent going to contract rent for Section 8 residents, and market rent for Section 236 residents. If you have any questions please feel free to contact the office. Thank you for your continued cooperation.

Maintenance Corner

GENTLE REMINDER TO ALL RESIDENTS ABOUT WORK ORDERS

The maintenance department would like to ask all residents to please call in all work orders directly to the office. While it may seem easier to stop the maintenance staff while they're out on the property, your request would most likely not get addressed, as they are busy attending to other matters. Work orders that are called into the office are entered directly into our system and can be tracked to ensure they have been completed. These procedures avoid recalls and allow

Food Pantry

Open every 2nd and 3rd Friday of each month.
Doors open from 2:30 to 6:00pm.

Computer Certification

Computer classes will be on Tuesday and Thursdays beginning January 15 from 6-8pm in the Community Center. If you have not registered for this class, please do so as soon as possible. Space is limited.

Coffee Hour Book Club

Join us every Friday morning at 10am in the Community Center beginning January 11th for our Coffee Hour Book Club. Please come to the Community Center for more information or call.

Teenage Venture Group

Mandatory meeting for The Teenage Venture Crew on Tuesday January 22nd at 6pm in the Community Center. We will plan for the following month and discuss upcoming events.

Boy Scouts

Mandatory Boy scouts meeting will be held on Thursday, January 24 and Thursday January 31 at 6pm in the Community Center.

Job Skill and Job Placements

Are you ready to learn the appropriate training skill to prepare you for a job? We can match both the unemployed and employed. Job Training will be offered every Wednesday from 6 to 7:15pm in the Community Center. Call to make an appointment.

Art & Crafts

Seniors register for Art & Crafts with our specialist on January 25 at 10am.

January 2008

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
		1 New Years Day Offices Closed	2	3 Visit our newly remodeled Community Center	4	5
6	7	8	9	10	11 Coffee hour book club meeting 10am Food Pantry	12
13	14	15 Computer Certifica- tion at 6pm	16 Job Employability Training 6-7:15pm	17 Computer Certifi- cation at 6pm	18 Coffee hour book club meeting 10am Food Pantry	19
20	21	22 Venture group meeting 6pm Computer Certifica- tion at 6pm	23 Job Employability Training 6-7:15pm	24 Boy Scouts meeting at 6pm Computer Certifi- cation at 6pm	25 Seniors Art and Crafts 10am	26
27	28	29 Computer Certifica- tion at 6pm	30 Job Employability Training 6-7:15pm	31 Boy Scouts meeting at 6pm Computer Certifi- cation at 6pm		