

WINTER

...that 6-letter word we all don't like to think about, but according to the calendar it is fast approaching! That being said, we would like to make sure everyone is comfortable throughout this winter heating season. Over the past three years the heating and hot water systems have been replaced in every building. Computerized controls and high speed pumps have been installed for a more even heat. All apartments will be heated to 70-72°F. If your apartment is not at that temperature level, please call the office so we can make the appropriate adjustments. If we see windows open in a particular building, we will assume it is too warm and the heat will be turned down. Everyone needs to do their part in reducing our carbon footprint and rising heating costs. Increases in heating costs will eventually raise future rent costs.

Below are a few simple tips that will help to make a big difference with heat conservation and in turn, make everyone warmer and more comfortable:

1. Check that all your windows are closed, both top and bottom. All windows must be locked.
2. **Remember to keep all furniture away from the heaters!** Circulation around the heater is important for proper heat exchange. Please do not have anything covering the heaters.
3. Keep the hallway doors and windows closed and locked at all times.
4. **It is illegal and a violation of your lease to use your stove or any other heating device for heating.** Using your stove for heat causes a build-up of carbon monoxide and could result in sickness or in extreme cases, death. **AGAIN**, if the temperature in your apartment falls below 70°F, you need to let us know.

SNOW REMOVAL REMINDERS:

1. Snow is a real challenge each winter season. We are asking for everyone's cooperation in helping to make the snow removal more efficient and effective. During snowfall we ask everyone to move their car in a timely manner. The fewer cars in the parking lots, the faster we can get the clean up completed. Please note, that if it snows over a weekend or on a holiday, the middle lots will be cleared that day, but all cars must be moved the following work day.
2. Also, clean off your car **before** you move it!
3. Obey all the **NO PARKING** areas and insure that all visitors are properly parked.

Thank you from Cottage Street Apartments!!

