

# ***NEWMARKET HOUSING AUTHORITY***

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Newmarket Housing Authority and Southern New Hampshire Services has scheduled **multiple contractors** for the same day to reduce the number of days it is necessary to enter your apartment and perform energy saving installations and improvements.

**Monday August 27, 2018 starting at 8:00 A.M.** contractors will access all units at Great Hill Terrace. You do not have to be home, but if possible it is advisable to have someone at home. NHA staff cannot be in all units with contractors. If you are not at home NHA staff will provide access. Please take appropriate precautions and preparations to provide contractors access within your apartment and to secure all personal valuables and medications/prescriptions. Also, it may be past to secure pet cats in a bedroom behind closed door.

The following work items are on the docket for Monday August 27, 2018.

- 1) Meter refrigerators, testing to see which will qualify for replacement.
- **Please have the refrigerator top clean and cleared. The floor around the refrigerator needs to be clear so contractors can easily pull out appliance. PLEASE clean under and behind refrigerators.**
- **Access to circuit breaker panel needs to be clear (floor) and nothing covering panel door.**
- 2) Install LED Bulbs
- **Please provide clear and easy access to ALL light fixtures including wall and table lamps.**
- 3) Installation / replacement water aerators at Shower Heads or Handhelds & Flip Aerators
- **Bathtub needs to be clear of all personal items. Bathroom floor clear.**
- 4) Check domestic hot water temperature at each building
- **Kitchen sinks empty and clean please.**
- 5) Install new digital wall thermostats by Lachance Plumbing & Heating.
- **Living room area in and around heat thermostat needs to be clear and accessible**