

BILLERICA

HOUSING AUTHORITY

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TO: **All 13 River Street Residents**
FROM: Bob Correnti
RE: **ANNUAL SNOW REMINDER**
DATE: November 13, 2018

Please be advised that when snow is forecast, all residents must be prepared to clear off the snow on their car and move their car when the parking lot is plowed. It is impossible to plow when cars are parked everywhere.

The back circle is the first area to be plowed. Those parked in the back circle area should clear snow off their car then move it around the community room and wait in line until the circle area is plowed. After the circle is plowed, return your car to a spot in the back circle. Next, the other parking spots will be plowed. Residents parked in those spots should clear the snow off their car then move it around the community room and wait in line until the spots are plowed.

Please be aware of the snow forecast and be prepared to move your car when your door buzzer rings.

If you are unable to clear off your car, please make arrangements with a friend, relative or neighbor. With everyone's cooperation and patience, the snow clearing and plowing can move along without becoming a problem. Also, even if a dusting of snow is forecast, residents must still follow the above as our Maintenance staff may need to apply salt.

Thank you for your assistance. If any questions, please contact the Office during regular Office hours.