



# THE MORNINGSIDE RESIDENT

An informational newsletter for residents of Columbia University properties.



FALL/WINTER 2010

## WELCOME

We extend a warm welcome to all residents and hope that you enjoy another year of housing at Columbia University. Columbia University Facilities' Office of Residential Operations is committed to providing you with a safe and comfortable home. We hope that this newsletter will familiarize you with some general policies and provide useful information. Please also note that this issue highlights ways in which we're greening your living experience and how you can help. Relax, read, and enjoy!

## GREEN LIVING IN MORNINGSIDE HEIGHTS



Columbia superintendents actively listen, while participating in the Thomas Shortman Training Fund's "1,000 Green Supers" program, held in a Morningside campus classroom.

The next time your superintendent installs a light bulb, fixes a leaky faucet, and weather strips the doors, he/she will be using energy efficient products and systems thanks in part to his/her participation in the Local 32B/J Thomas Shortman Training Fund's "1,000 Green Supers" program. Columbia's partnership in the development and citywide promotion of this program for "green supers" is among the many new initiatives that the University is implementing to ensure that you're not only living comfortably but also green!

Initially, Columbia worked with Local 32B/J to support a "green" training program for superintendents and later provided classroom space as well as a pilot class of program participants. This soon led to the establishment of the "1,000 Green Supers" program, which will provide environmental stewardship training to at least 1,000 superintendents citywide. Nearly all of Columbia's superintendents have now successfully completed the program, furthering the program's goal—to help provide New York City with a professional building service

workforce capable of reducing energy use, conserving water, saving money, improving our health, and cleaning our environment.

Specialized seminars that cover specific elements of each super's building are included in the program's curriculum. At the conclusion of the courses, all superintendents that take and pass a comprehensive written and field test are awarded green building certifications by the Building Performance Institute and the United States Green Buildings Council. The union will also provide coaches for one-on-one training to help supers implement what they have learned.

"Columbia is thrilled to partner with Local 32BJ as pilot participants of this innovative program," said Columbia University Facilities Executive Vice President Joe Ienuso. "When we support green buildings we save money, clean our environment, and help our neighborhoods prosper."

Loretta Zuk, superintendent at 547 Riverside Drive for the past 15 years, explained how the training will help her become more environmentally-friendly. "The first day of class, we learned about building science and how to make buildings environmentally safe, inside and out, when it comes to things such as water, heat, and ventilation," said Zuk. "It's great to be able to take a class right here at Columbia, where I work, and in a classroom reserved for us to learn."

In addition to providing tenants with "green supers," Columbia is further making waves by pilot testing the use of microturbines—mini

*Continued on back cover*



## WHO'S WHO?

### WHO WORKS IN YOUR BUILDING AND WHEN YOU SHOULD CONTACT THEM

#### Superintendent

The superintendent for your building is directly responsible for the maintenance and operation of your building and its systems and is generally your first form of contact for building-related issues. You should have received their contact information when you moved in.

#### Director for Residential Services

If you have a special problem that the building superintendent has not been able to correct, you should contact your Director for Residential Services at the phone number indicated below. If they are not available, you may also speak to Mark Kerman, Assistant Vice President for Residential Operations at (212) 854-9301 or [mk17@columbia.edu](mailto:mk17@columbia.edu).

### IMPORTANT PHONE NUMBERS

[Insert your Super's name Here]	[Insert your Super's # here]
<b>FACILITIES SERVICES CENTER</b> (Emergencies after hours and on weekends)	212-854-2222
<b>YOUR DIRECTOR FOR RESIDENTIAL SERVICES</b> (Special problems that your superintendent cannot address)	212-854-9301
<b>CU FACILITIES RESIDENTIAL OPERATIONS WEB SITE</b>	<a href="http://facilities.columbia.edu/housing/">http://facilities.columbia.edu/housing/</a>
<b>CU FACILITIES WEB SITE</b>	<a href="http://facilities.columbia.edu">http://facilities.columbia.edu</a>
<b>CU PUBLIC SAFETY</b>	Morningside Campus (212)854-2797 Emergency: (212) 854-5555  Medical Center (212)305-8100 Emergency: (212) 305-7979  <a href="mailto:publicsafety@columbia.edu">publicsafety@columbia.edu</a>

### BUILDING REPRESENTATIVES

All residential directors and assistant directors have many years of experience managing residential properties in New York City.

<b>Nelson Falcon • 212-854-9301 • <a href="mailto:nf36@columbia.edu">nf36@columbia.edu</a></b> Assistant Director: Nicole Thompson <a href="mailto:nt25@columbia.edu">nt25@columbia.edu</a>
<b>Edward Lauth • 212-854-9301 • <a href="mailto:el582@columbia.edu">el582@columbia.edu</a></b> Assistant Director: Nancy Lu <a href="mailto:nn13@columbia.edu">nn13@columbia.edu</a>
<b>Anthony Nasser • 212-854-9301 • <a href="mailto:an2222@columbia.edu">an2222@columbia.edu</a></b> Assistant Director: Anna Fu <a href="mailto:af2330@columbia.edu">af2330@columbia.edu</a>
<b>Cathleen Ryder • 212-854-9301 • <a href="mailto:cr2238@columbia.edu">cr2238@columbia.edu</a></b> Assistant Director: Catherine Sanders <a href="mailto:cs2512@columbia.edu">cs2512@columbia.edu</a>
For more information, go to <a href="http://facilities.columbia.edu/housing/">http://facilities.columbia.edu/housing/</a>



## BUILDING SERVICES AND INFORMATION



### RENTER'S INSURANCE

During your occupancy in Columbia University Apartment Housing (UAH), it is important that you protect yourself financially against personal property losses by acquiring renter's insurance. Renter's insurance can provide you with coverage for damaged, lost, or stolen personal items as well as personal liability (in the event that someone is injured in your apartment or you damage property that belongs to others). Renter's insurance can also provide you with the financial means for acquiring temporary living facilities in the event that your residency becomes uninhabitable due to severe weather damage or some other form of disaster.

Pursuant to the University's Risk Management policy, no reimbursements will be made for damaged, lost, or stolen personal items and personal liability. Columbia University does not offer renter's insurance. However, you can find information on how to determine your coverage, survey your items, and find a provider by visiting the Insurance Information Institute's Web site at: [www.iii.org/media/publications/brochures/rentersins](http://www.iii.org/media/publications/brochures/rentersins).

### BED BUGS

Incidents of bed bugs are on the rise throughout the city and, in fact, throughout the world. Although some cases have been identified in Columbia University-owned buildings, the majority of cases have been relatively mild and isolated. It's important that you are aware of this problem and take precautions to prevent an incident from occurring in your apartment. These include avoiding clutter; conducting regular and thorough cleaning of the apartment, clothing, and linens; and not accepting or picking up used furniture or mattresses from the street or friends. If you suspect you have a bed bug problem, please inform your superintendent and a proper inspection can be arranged with our pest control company. For more information, please visit [www.nysipm.cornell.edu/whats\\_bugging\\_you/bed\\_bugs/default.asp](http://www.nysipm.cornell.edu/whats_bugging_you/bed_bugs/default.asp)

### HEATING REQUIREMENTS

The heating season begins on October 1, 2010 and ends on May 31, 2011. In order to maintain a comfortable living environment for all tenants, the following will occur in accordance with New York City guidelines:

- Between the hours of 6 a.m. and 10 p.m., whenever the outside temperature is below 55 degrees Fahrenheit, owners must main-

tain a temperature in their tenants' apartments of at least 68 degrees Fahrenheit.

- Between 10 p.m. and 6 a.m., owners must keep apartments at a minimum of 55 degrees Fahrenheit, when the outside temperature is below 40 degrees Fahrenheit.

Each building has different devices that monitor both outside and inside temperatures to ensure that these guidelines are complied with. As with all types of equipment, heating equipment may fail and need repair from time to time, and we appreciate your cooperation when heating or boiler repairs are being made.

To ensure that your heating equipment performs at an optimal level, you should:

- Secure all windows and doors for better insulation.
- If you have steam radiators then leave the control valves either fully opened or closed. Partially opened valves can cause banging, leaks, and the inefficient operation of the building's heating system. If you are experiencing any problems with your radiators, please fill out a Maintenance Request Form and inform your superintendent.

If you have any heating or cooling complaints, please complete a Maintenance Request Form and inform your superintendent or building director.

### RECYCLING & REUSING

We encourage all residents to comply with New York City's recycling laws. Recyclable items consist of: newspapers, magazines, catalogs, phone books, corrugated cardboard, paper and envelopes, beverage cartons, cereal and pasta boxes, paper bags, glass and plastic containers, aluminum cans and other aluminum items and household metal (i.e., appliances, fixtures, tools, utensils, pots and pans). Procedures are as follows:

- Separate recyclable items from ordinary household refuse. In most buildings, mixed paper (stationery, smooth cardboard, etc.) is deposited in green containers with clear bags.
- Tie newspapers, magazines and catalogs in bundles for pickup.
- Deposit glass, plastic and aluminum containers or foil in blue, recycling containers with clear bags.

- Rinse jars, bottles, cans and receptacles to help keep the building cleaner and to help control vermin.

Recyclables are only picked up by the Department of Sanitation once a week. Recycling and regular sanitation procedures are posted in your building. If you have any questions about the recycling rules in your building, please ask the superintendent or Director. For additional information about New York City's recycling program, please visit:

[www.nyc.gov/html/nycwasteless/html/recycling/recycle\\_what.shtml](http://www.nyc.gov/html/nycwasteless/html/recycling/recycle_what.shtml)

For a complete listing of building services, please visit our website at: [www.columbia.edu/uah](http://www.columbia.edu/uah)

We appreciate your cooperation!

### QUICK REMINDER

Don't forget to return your window guard and lead paint forms as they become available to you. This will ensure your safety and better assist us in helping you, while complying with NYC Laws.

### FIRE SAFETY MONTH

October is Fire Safety Month. As with each fall, our office distributes a Fire Safety Plan to all apartments with information about what to do in the event of a fire. This information is also posted in your building. You can prevent fires by doing the following:

1. Test smoke detectors and report any deficiencies or problems to your superintendent immediately.
2. Stay in the kitchen while cooking and wear short or tight fitting sleeves. Report any defects in your cooking appliances to your superintendent.
3. Store matches and lighters out of reach and sight of children.
4. Never use an extension cord with large current appliances, such as a space heater, air conditioner, or refrigerator. Outlets and extension cords should not be overloaded and any surface wiring (lamps, appliances, etc.) should be checked regularly for fraying.
5. Never leave burning candles unattended and avoid smoking near flammable surfaces.

For more fire safety tips visit [http://nyc.gov/html/fdny/html/safety/fire\\_safety\\_downloads.shtml](http://nyc.gov/html/fdny/html/safety/fire_safety_downloads.shtml)

## CENTENNIAL CELEBRATION: OUR BUILDINGS IN MORNINGSIDE HEIGHTS



600 West 113th Street circa 1910



521 West 112th Street circa 1911

Many of Columbia University's residential buildings were built in Morningside Heights between 1900 and 1910, with the majority being built in the second half of the decade. Some of these buildings, including the ones pictured above, are celebrating their centennial year.

Additional information about the development of the area's residential buildings is available in the fall/winter 2009 issue of the *Morningside Resident*, which can be found on the Columbia University Facilities Web site at <http://facilities.columbia.edu/newsletter> <<http://facilities.columbia.edu/newsletter>> .

If you have personal stories or historical information about your building's centennial, please send them to [facilities@columbia.edu](mailto:facilities@columbia.edu)

—Photos courtesy of the NYC Municipal Archives, Museum of the City of New York, Library of Congress, and/or New York Public Library.



Built in 1910, 410 Riverside Drive is celebrating its centennial year. The photo above shows the building circa 1910.



## TIPS ON BEING A GOOD NEIGHBOR

During your stay within Columbia University's housing, it is important that you are courteous and mindful of others in order to foster a positive community. Please comply with your building's rules and regulations and take heed to the tips listed below. Please remember to:

**Keep it Down:** Be aware of your noise level, so you do not disturb other tenants.

**Look Out for One Another:** Do you know who lives next door? Get to know your neighbor. Look out for each other's safety and well being.

**Be Aware of Your Surroundings:** Are there any unfamiliar persons roaming around the building? Inform your superintendent and/or contact Public Safety as soon as possible.

**Keep it Clean 'n Clear:** Make sure the exterior of your apartment is clear of litter/trash and other objects that may obstruct people's view or ruin your building's beauty.

**Put a Leash On:** Follow all basic rules for pets, as your building mandates. Clean up after your pets and keep them on a leash. If you have dogs, make sure that barking is kept to a minimum, as they can create a disturbance.

## SAFETY TIPS

As noted in the above article, Morningside Heights is an ever blossoming hub with many things to see and do. In your ventures around the neighborhood, please remember to be aware of your surroundings in order to maintain your safety. Here are a few tips:

- For your own protection, do not walk around shady areas, such as dark alleys, streets or through dark park entrances.
- If you feel threatened while walking in the neighborhood, step into any of the restaurants/ businesses that have Columbia University's Department of Public Safety's "Safe Haven" decal (the one with a red lion) on their doors. You can then contact Public Safety from there.
- Make sure you always lock and properly secure your apartment's doors and windows at night or when you leave.
- When leaving your apartment at night, avoid making your absence noticeable. Leave the lights on.
- When biking, always secure both your bike frame and wheels with a case-hardened U-Lock. You can also register your bike with the NYPD and Columbia University for tracking and identification in the event of loss or theft.
- For more information on bike registries and additional safety tips, contact Columbia University's Department of Public Safety at:

**Columbia University**  
**Department of Public Safety**  
535 W 116 Street, Room 101 Low Library  
New York, New York 10027  
Mail Code 4301  
publicsafety@columbia.edu

**Morningside campus:** (212) 854-2797  
Emergency: (212) 854-5555

**Medical Center:** (212) 305-8100  
Emergency: (212) 305-7979

## SUPPORT THE COMMUNITY

Thank you to all of the residents who helped make our first food drive a success. Last fall, in a few short weeks, residents of Columbia's faculty and graduate student buildings donated more than 3,800 pounds of canned food, which was delivered to the West Side Campaign Against Hunger's food pantry. We hope to build on last year's success and make this year's food drive even better. More information on this year's food drive will be posted in your buildings in early November. Join in and help support our community.

## GREEN LIVING IN MORNINGSIDE HEIGHTS (CONTINUED)



Microturbines, like the one above, will help generate electricity and heat water in Columbia University's residential housing.

electric generators that use natural gas to generate electricity onsite (within residential buildings) and decrease power consumption and demand from local utilities. Also the exhaust that the turbines produce is used to make hot water and to assist in producing heat, thus decreasing the University's dependence on boilers and reducing its oil consumption. Of particular interest is the University's use of microturbines to assist in the production of steam because it represents the first U.S. application of this technology. Sophisticated computer systems control the microturbines and, at 15-minute intervals, record all data on the amount of energy produced by the microturbine and used by a building. This information is also used to fine-

tune the microcomputer's operation as well as to provide year-to-year energy consumption comparisons.

"As far as I know, this is the first such installation for any institution of higher learning in New York City," said Mark Kerman, Assistant Vice President, Residential Operations. The estimated annual reduction in greenhouse gas emissions from each microturbine will be equal to taking at least 45 cars off the road each year, Kerman says.

Aside from the use of microturbines, Columbia has installed green roofs at 423 West 118th Street, 512 West 112th Street, 601 West 112th Street, 600 West 114th Street and 635 West 115th Street, home of the University's Office

of Environmental Stewardship. Green roofs reduce energy costs and roof upkeep while insulating and protecting buildings. Similarly, in residential housing's laundry facilities, high efficiency washers and coin-less Energy Star laundry machines are being used to save the University nearly 8.5 million gallons of water per year. The high efficiency, front-load washers use about 50% of the water and utilities when compared to traditional top-loading machines, which means less stress on the environment and a cleaner conscience along with cleaner clothes for tenants. Coinless machines are not only convenient but also eliminates the need to collect, count, and transfer coins, resulting in reduced vehicle emissions.

Additionally, Columbia is testing various types of LED lighting. Some of these fixtures have motion sensors as well as daylight harvesting sensors (that read the amount of ambient light and turn off the fixture when sufficient natural daylight is available. It is expected that these fixtures will reduce electric consumption by up to 70% when compared to the old fixtures. The newer fixtures are being made specifically for the University and according to several manufacturers they will be the first commercially available LED fixtures which incorporate both of these types of sensors. In addition, the University is testing LED fixtures that solely incorporate motion sensors (for fixtures in locations that do not receive natural light) and are expecting savings of more than 40%.

Columbia University has a long-standing commitment to environmental stewardship and improving the quality of life on campus and in the surrounding community. You can take part in greening your building by recycling and reusing materials and conserving water and energy, as outlined on page 3. For more information on Columbia's green initiatives, please visit <http://facilities.columbia.edu/sustainability/overview>