

About the "Lease Agreement" and the role the resident and management company plays.

At Occupied Properties, Inc. our goal is to provide safe, affordable housing across the State of Maine. In order to keep the properties *safe and affordable*, residents must follow their lease agreement and the house rules that are clearly outlined in the Resident Handbook. The Management Agent (landlord) must follow these same documents.

The Lease is provided to us by the State of Maine and approved by USDA-Rural Development. *Occupied Properties, Inc. did not create the lease, nor do we have the option to change it!*

If all residents follow the guidelines, it allows the property to prosper. If a property prospers, there should be enough funds to cover the cost of all routine expenses as well as much need capital improvements, which in turn provides tenants with a great place to live.

Some residents believe the rules do not apply to them. Thus, the management is forced to take legal action. Taking legal action costs thousands of dollars for each case and pulls funds from money earmarked for repairs.

If tenants wonder why some improvements are not being made, look to your neighbor that is smoking in their apartment. The neighbor that has moved people in who have not applied and/or been approved to become tenants. Neighbors who have constant visits from law enforcement. Neighbors who have animals on the property that are not registered/approved, tenants who do not pay their rent, cause enormous amounts of damage and leave owing thousands to the property. Look to those neighbors and understand why the property may be struggling financially.

If you see someone blatantly violating the terms of the Lease Agreement —contact us, and if the actions are illegal—call law enforcement. If you ever feel unsafe, CALL 911! We work side by side with law enforcement and always have the safety of our residents and the property as a priority.

For those of you who follow the rules, are great tenants and neighbors, **THANK YOU!** You make all of this worth it!

THE COMFORT FOOD CORNER

Cherry Tomato Pasta



- Kosher salt
 - 12 oz. orecchiette
 - 1/3 c. extra-virgin olive oil
 - 4 large cloves garlic, thinly sliced
 - 2 Tbsp. tomato paste
 - 5 c. cherry tomatoes, halved (about 1 1/2 lb. total)
 - 1/4 tsp. red pepper flakes, plus more for garnish
 - 1 Tbsp. balsamic vinegar
 - 1/4 tsp. sugar
 - 1/2 c. finely grated Parmesan, plus more for serving
1. In a large pot of boiling salted water, cook pasta until al dente, usually 2 to 3 minutes less than package instructions. Reserve 1 c. pasta water and drain pasta.
 2. Meanwhile, in a large straight-sided skillet over medium heat, heat oil. Add garlic and cook, stirring frequently, until softened and light golden, about 3 minutes. Add tomato paste and cook, stirring, until paste is brick-red, about 1 minute. Add tomatoes, red pepper flakes, and 3/4 tsp. salt. Cook, stirring occasionally, until tomatoes are tender and starting to burst, about 5 minutes.
 3. Increase heat to high and add vinegar and sugar. Bring to a boil and cook 1 minute. Add pasta, Parmesan, and 1/2 c. reserved pasta water. Cook, stirring, until sauce thickens and coats pasta, about 2 minutes more. If necessary, add more reserved pasta water by the tbsp. to thin sauce so it coats the pasta.
 4. Divide pasta among bowls. Top with Parmesan, red pepper flakes, and basil.



2024 SUMMER NEWSLETTER

OUR OFFICE WILL BE CLOSED ON THE FOLLOWING DATES:

- ⇒ Tuesday, August 20th
- ⇒ Monday, September 2nd
- ⇒ Monday, October 14th
- ⇒ Monday, November 11th
- ⇒ Thursday, November 28th
- ⇒ Tuesday, December 24th
- ⇒ Wednesday, December 25th
- ⇒ Wednesday, January 1st

We do our best to be in the office during normal business hours. However, we often times need to be at one of the properties, may be at an appointment or out to lunch. If we've missed your call during normal business hours please leave a detailed message and we will return your call.

The site-office no longer offers walk-in visits. If you need to meet with a staff member in person, you must call ahead and set up a time. This ensures our staff has blocked off time to address your needs without interruptions.

As always, rental payments and other documents may be dropped at the site-office at any time and should be placed in the locked box next to the front door.

207.265.4006—office@occupiedproperties.com

Monday—Thursday 9:00am—4:00pm

Excluding holidays

CELEBRATING 30 YEARS!

In 1994 Tom Dilworth started Occupied Properties, Inc. as a grounds and snow removal operation with a few rental properties thrown in. He took ownership interest and management of one USDA-Rural Development property in 1998.

In 2003 after 19 years in the banking industry, Cristen joined Tom by taking on the administrative duties at Occupied Properties.

Over the course of 30 years Tom and Cristen have added staff, nine additional RD properties and have created a very well managed and maintained portfolio of affordable housing properties throughout Maine.

As we look back over 30 years it is humbling to reflect on those who make a positive impact on our business. To the wonderful tenants who appreciate their safe, affordable housing, thank you for trusting us to provide you with a wonderful place to call home. And, thank you for your patience and support over the past 7 1/2 years as we took over 126 units of housing that had not been properly managed for decades.

Since 2017 we have renovated over 100 apartments, managed numerous roof replacements, replacement of hundreds of appliances, doors, windows, toilets, lights, vanities, flooring, entire kitchens, etc. We have tackled water issues, septic repairs, removed hundreds of trees, and the lists go on and on.

The work is not over! Each day we continue with the ultimate goal of providing safe, affordable housing to the communities we serve. These properties will be around long after we are gone and the goal is to leave them better than we found them!

Through all of the day to day workload there is one thing for sure, we would not be successful without our amazing staff and sub-contractors. Donna, Megan and Todd go above and beyond helping tenants with their housing needs. Each of them manage complex situations each day with the utmost professionalism. Our painters, electricians, plumbers, grounds crew, snow removal, etc. help us through projects that a small business could not tackle alone. Thank you to these people that provide terrific service throughout the year!

Thank you for being part of our team! Cheers to a great summer, and to the years ahead!

Cristen and Tom

TENANT APPRECIATION

Tenant Appreciation Summer 2024 goes to...

Stephen at Lincolnville Village Apartments

RENTAL PAYMENTS AND MAIL

Recently we have received money orders that are blank and have no tenant name, property, name, etc. Please know, you must complete a money order with your full name and make it payable to the property where you live. Not to the management company! Also, please ensure you have a return address on your mailing envelope. There have been lots of issues with U.S. Postal Service mail. If your mail gets lost, they have no way to know where to return it unless you added a return address.

ANIMALS AT THE PROPERTIES

ALL animals must be on a leash at all times and pets are not allowed in any common sitting rooms, laundry, mail, etc. There should never be a chain or run at the property. When taking any animal outside to relieve themselves, please go to the back of the buildings or sides and in the woods. Animals should not be relieving themselves in the parking lots, on the walkways or on the front lawns where the waste can be tracked into buildings. **REMEMBER, VISITING PETS ARE NOT ALLOWED AT ANY PROPERTIES.**

ALL DOGS (including support dogs and assistance animals) MUST BE LICENSED IN THE TOWN THAT YOU LIVE ON OR BEFORE 12/31/24. Please plan accordingly and have a copy of the new license in our office by 12/31/24.