



## **Woodhaven Elder Housing**

**c/o Alan Slawsby & Associates, Inc., Managing Agent**

P.O. Box 6700

Holliston, MA 01746-6700

### **Minutes Elder Housing Committee Meeting**

**February 20, 2025**

The meeting was held via Zoom and was called to order by Alycia Goody at 3:06 PM. Committee members present were: Alycia Goody, Kitty Sturgis, Steve Petty and Mary Roque. Also present was Claire M. McClennan from Alan Slawsby & Associates.

Residents in attendance were Marie Elwell, Joanna King, Judy Costello, Margo Powicki, Roberta Heffron, John KilBride, Mary Kaine, Anne Copponi, and Tim Christofferson.

The meeting notice and posting verification was received from the Town Clerk's office.

The minutes of the EHC meeting on January 16, 2025 were accepted.

### **Council on Aging Report- Kristina Gallant**

#### **Fitness Classes**

- Zoom classes - Tone & Stretch on Tuesdays and Cardio on Fridays
- In-person classes - Fun Fitness on Mondays, Tai Chi on Wednesdays, no weekly walks until April

#### **Upcoming events March...**

- Best of Times – Trips Presentation – Monday, March 3 @10am, Town Hall, 2nd Floor
- Community Coffee Bar – every Wednesday @9:30am-12pm, Sherborn Community Center
- Mahjong – every Wednesday @10:00am, 2nd Floor Conference Room
- New Veteran Services Officer Drop-in – every Friday @8am-12pm, Sherborn Town Hall, 2nd Floor, and Coffee the 1st Friday of each month from 10am-11am in the COA Office
- WhichCraft – 2nd Wednesday of each month, March 12 @10:30am, COA
- Thursday Café (formerly Senior Café) – every Thursday @12pm, Pilgrim Church
- Ladies Lunch – Tuesday, March 11 @12pm at Noon Hill Grill, call soon to RSVP, limited space.
- Men's Lunch – Friday, March 14 @12pm at Fireside Tavern
- Lifetime Learning
- History Series, Tuesdays, Feb. 25, March 4, 11 & 18 @2:00-3:00pm
- Creative Writing, Thursdays, March 6, 13, 20, 27, April 3 & 10 @2:00-4:00pm

- Art History: Post Impressionism, Fauvism, Cubism, Mondays, March 10, 17, & 24 @10:30am,
- iPhone/iPad Tech Classes with KevTech, Monday, March 10, 17, 24 & 31 @1:30-2:30pm
- Challenges Facing American Politics, Tuesdays, March 25, April 1, 8 & 15 @2:00pm-3:30pm
- Poetry – The Labyrinth of Poems/Dreams, Wednesdays, March 19, 26, April 2,9 @10:30am-12:15pm
- Native Wildflowers, Mondays, March 31 & April 7 @10:30am
- Book Group – Tuesday, March 18 @11:00am at the Sherborn Library
- Lunch & Learn – Friday, March 28 @12pm at Sherborn Town Hall, 2nd Floor

Coming up in April...

- Older Adult Resource Fair – Wednesday, April 16 @12-1:30pm, Sherborn Library Community Room
- Thursday Café Elvis – April 24 (last one) @12pm Sherborn Library Community Room
- Lifetime Learning
- Probing the Creative Universe – Mondays, April 14, 28, May 5, 12, 19 @11:30am-12:30pm, Zoom
- Law and Order: A New Educational Series – Monday, April 28, May 5 & 12 @10:30-11:30am
- Armchair Travel Exploring Greenland – Wednesday, April 30 @1-2pm, Sherborn Library Community Room

\*Please RSVP for all programs

Be sure to check out the website for updates.

We are still providing ongoing support services to residents. If residents have any suggestions, we are open to hearing them. Call 508-651-7858 or email the office at [coa@sherbornma.org](mailto:coa@sherbornma.org)

### **Building and Maintenance Report – Steve Petty**

- No report

### **Landscape Report – Kitty Sturgis**

- Janet sent Kitty a copy of the job description for work done on the grounds by Sweet Gum, the company used by Janet. She is looking for a vendor to continue this work. Also, a contract was signed with SAVATREE to continue Horticultural Oil Treatment on the Boxwoods and Magnolia for mites and scale. Also included in the contract is soil treatment for Rhodies, Boxwoods and Inkberries and some smaller trees.
- Steve asked Kitty for a copy of the agreement with Sweet Gum as he too will try to find another contractor.
- It was mentioned that any vendor working at Woodhaven must provide a Certificate of Insurance prior to doing any work on the property.



### **Treasurer's Report- Kitty Sturgis**

- The balance in the budget at this time is in agreement with the numbers provided by Deb Siefring in the finance office. There are adequate funds to go ahead with planned work for this fiscal year.

### **Resident Liaison Report – Mary Roque**

- No report

### **Management Report – Claire McClennan**

- Taxes are being prepared for 2024. Once the return is completed a signed copy must be sent to my office. They are kept confidential and placed in a locked file in my office.
- A reminder also that I will need a copy of a renter's insurance policy once it is renewed
- Drains by James was called to clear a bathroom and a kitchen drain in an apartment. The kitchen drain required the tech going out 25ft. to clear it. The resident who does not do much cooking was surprised since very little cooking is done in the apartment. Some of the grease could have come from the apartment above. If you have a clogged drain, please let me know.
- This past weekend storms were a challenge for the DPW. I sent Sean and Grasshopper a note of thanks from Woodhaven residents. The crews were exhausted. If you notice an icy spot, please take some ice melt from the bucket in the foyer and pour a scoop on it. We don't want anyone falling down.
- The Eversource bill this month for building 2 showed a \$500 increase over January's bill. I phoned Eversource and spoke with a very helpful customer service person. He explained that most days in the past month had temperatures lower than 32 degrees and it was cold and windy. He suggested checking the hallway heaters to determine if they were working properly. I also attribute the increase in cost since the Community Room is being used more frequently thus using more heat.
- I just received the renewal of the Pest Control Contract from Bay State Pest Control. Their program which includes general pests such as ants, bees, wasps, carpenter bees, silverfish, cockroaches and moths is \$600.00 annually. There was no increase in their price over last year. There is an additional charge of \$99.00 for a problem inside an apartment. Bay State will arrive in April or May to spray the exterior on the buildings for general pests. The program is guaranteed for one year. The Committee voted 4-0 to accept the contract.

### **Chair's Report – Alycia Goody**

- No report

### **Public Comment**

- The heat in the Community Room is not adequate. Claire will have Carey investigate.
  - The back door in building 3 slams shut. Carey will adjust the door closer.
  - An HDMI adapter will be supplied by a resident for use in the Community Room. Mary will show residents how to use it.
-

- Ann requested the fire department and police department be contacted to set up a meeting to discuss safety issues.
- A resident said spotlights coming from a vehicle were seen driving around Woodhaven one evening. The SPD has been doing extra patrols due to the recent storms and cold weather.

The meeting adjourned at 3:38PM.

Respectfully submitted,

A handwritten signature in cursive script that reads "Claire M. McClennan". The signature is written in black ink and is positioned above the printed name.

Claire M. McClennan, Managing Agent



## February 20, 2025 | Elderly Housing Committee Meeting

### Fitness Classes

- Zoom classes - Tone & Stretch on Tuesdays and Cardio on Fridays
- In-person classes - Fun Fitness on Mondays, Tai Chi on Wednesdays, no weekly walks until April

### Upcoming events March...

- Best of Times – Trips Presentation – Monday, March 3 @10am, Town Hall, 2<sup>nd</sup> Floor
- Community Coffee Bar – every Wednesday @9:30am-12pm, Sherborn Community Center
- Mahjong – every Wednesday @10:00am, 2<sup>nd</sup> Floor Conference Room
- New Veteran Services Officer Drop-in – every Friday @8am-12pm, Sherborn Town Hall, 2<sup>nd</sup> Floor, and Coffee the 1<sup>st</sup> Friday of each month from 10am-11am in the COA Office
- WhichCraft – 2<sup>nd</sup> Wednesday of each month, March 12 @10:30am, COA
- Thursday Café (formerly Senior Café) – every Thursday @12pm, Pilgrim Church
- Ladies Lunch – Tuesday, March 11 @12pm at Noon Hill Grill, call soon to RSVP, limited space
- Men's Lunch – Friday, March 14 @12pm at Fireside Tavern
- Lifetime Learning
  - History Series, Tuesdays, Feb. 25, March 4, 11 & 18 @2:00-3:00pm
  - Creative Writing, Thursdays, March 6, 13, 20, 27, April 3 & 10 @2:00-4:00pm
  - Art History: Post Impressionism, Fauvism, Cubism, Mondays, March 10, 17, & 24 @10:30am,
  - iPhone/iPad Tech Classes with KevTech, Monday, March 10, 17, 24 & 31 @1:30-2:30pm
  - Challenges Facing American Politics, Tuesdays, March 25, April 1, 8 & 15 @2:00pm-3:30pm
  - Poetry – The Labyrinth of Poems/Dreams, Wednesdays, March 19, 26, April 2, 9 @10:30am-12:15pm
  - Native Wildflowers, Mondays, March 31 & April 7 @10:30am
- Book Group – Tuesday, March 18 @11:00am at the Sherborn Library
- Lunch & Learn – Friday, March 28 @12pm at Sherborn Town Hall, 2<sup>nd</sup> Floor

### Coming up in April...

- Older Adult Resource Fair – Wednesday, April 16 @12-1:30pm, Sherborn Library Community Room
- Thursday Café Elvis – April 24 (last one) @12pm Sherborn Library Community Room
- Lifetime Learning
  - Probing the Creative Universe – Mondays, April 14, 28, May 5, 12, 19 @11:30am-12:30pm, Zoom
  - Law and Order: A New Educational Series – Monday, April 28, May 5 & 12 @10:30-11:30am
- Armchair Travel Exploring Greenland – Wednesday, April 30 @1-2pm, Sherborn Library Community Room

\*Please RSVP for all programs

Be sure to check out the website for updates.

We are still providing ongoing support services to residents. If residents have any suggestions, we are open to hearing them. Call 508-651-7858 or email the office at [coa@sherbornma.org](mailto:coa@sherbornma.org)



SEHC Treasurer's Report  
February 30, 2025

Warrant Date	CODE	FY 2025	Balance	Expense	Expense	Balance	Expense	Month
	FY 2025	7/1/24	1-25-25	1-30-25	2-13-25	2-13-25		
Electricity	5210	27500	11,744.51	36,145		16,427.66		
Outside Maint./Landscape	5240	17036	3,519.20		2,647.45	6,711.55		
Repair/Maintenance	5242	72700	50,112.41	10,932.65	135.64	29,004.12		
Renovations Expense	5243	100000	45,334.41			41,534.47		
Apartment Turnover Exp.	5291	12500	11,750.00			1,050.00		
Fuel for Service	5300	21411	21,411.00			21,411.00		
Legal Services	5303	1000	1,000.00			1,000.00		
Water Treatment Facility	5310	23500	12,711.66		125,782	11,553.11		
Prop Maint Contract	5312	22198	12,465.25	11,341.25		10,199.25		
Alarm Systems Expenses	5318	17427	9,824.45		106.54	9,703.91		
Window Washing	5319	900	900.00			900.00		
Lift and elevator Costs	5320	14100	12,910.19	44,372		12,466.47		
Cleaning Contract	5321	18736	4,718.28		15,781.00	81,401.00		
Postage	5341	350	163.54			162.37		
Office Supplies	5320	0	0			0		
Community Room Exp	5380	8631	5,020.50	2,730.00		37,708.00		
INSURANCE	5340	5700	5,700.00			5,700.00		
BLOG Generator #2	5850	4675	5,444.71			6,761.25		
Total Maintenance Budget		37764	222,028.91	156,270.7		20,082.57		
Debt Service		47082	45,810.41			45,810.41		
TOTAL BUDGET		444226	2,686,553.31			24,6002.18		

Katharine R. Sturgis  
February 2, 2025





## **Woodhaven Elder Housing**

**c/o Alan Slawsby & Associates, Inc., Managing Agent**

P. O. Box 6700  
Holliston, MA 01746

**Telephone: (781) 237 6498**  
**[claire@slawsby.com](mailto:claire@slawsby.com)**

Management Report  
February 20, 2025

It is that time of year when we all must prepare our taxes for 2024. Please remember once you have your return completed that a signed copy must be sent to my office. These are kept confidential and are placed in a special locked file in my office.

Another reminder, I need a copy of your renter's insurance policy. Many resident's policies are coming up for renewal in the next few months.

Drains by James was at Woodhaven to clear the bathroom and kitchen drains in an apartment. The resident could not understand why the tech had to go out 25 ft. to clear the drain stating that very little cooking is done in the apartment. Some of it could have come from the apartment above. If you feel that you have a clogged drain, please let me know.

This past weekend storms were a challenge for the DPW. I sent Sean a note of appreciation from Woodhaven's residents, also to Grasshopper. I know the crews were exhausted. If you notice an icy spot, please feel free to take some ice melt from the bucket in the front entry and pour a scoop on it. We don't want anyone falling down.

I just received the renewal of the Pest Control Contract from Bay State Pest Control. Their program which includes general pests such as ants, bees, wasps, carpenter bees, silverfish, cockroaches and moths is \$600.00 annually. There was no price increase over last year. There is an additional charge of \$99.00 for a problem inside an apartment. Bay State will arrive in April or May to spray the exterior of the buildings for general pests. The program is guaranteed for one year. May I sign it?