



## March 20, 2025 | Elderly Housing Committee Meeting

### Fitness Classes

- **Zoom classes** - Tone & Stretch on Tuesdays and Cardio on Fridays
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### Upcoming events in April...

- Community Coffee Bar – every Wednesday @9:30am-12pm, Sherborn Community Center
- Mahjong – every Wednesday @10:00am, Town Hall, 2<sup>nd</sup> Floor
- Thursday Café – every Thursday @12pm, Pilgrim Church
- Veteran Services Officer Drop-in – every Friday @8am-12pm, Town Hall, 2<sup>nd</sup> Floor, and Coffee on April 4 (the 1<sup>st</sup> Friday of each month) from 10:00-11:00am in the COA Office
- WhichCraft – 2<sup>nd</sup> Wednesday of each month, April 9 @10:45am \*new time, COA office
- Men's Lunch – Friday, April 11 @12pm, Sherborn Fireside Tavern
- Book Group – Tuesday, April 15 @11:00am, Library Trustee's Room
- Older Adult Resource Fair – Wednesday, April 16 @12-1:30pm, Library Community Room
- Lifetime Learning
  - 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
  - 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
- Lunch & Learn – Friday, April 25 @12pm, Town Hall, 2nd Floor
- Armchair Travel Exploring Greenland – Wednesday, April 30 @1-2pm, Library Community Room

### Coming up in May...

- Speaker Series: Planting Seeds to Successful Aging – Thursday, May 1, 8, 15 & 22 @10-11:30am, Pilgrim Church
- Homeland Security Fraud Presentation – Wednesday, May 7 @10:30am, Library Trustee's Room
- Assessor Meet-n-Greet – Thursday, May 8 @12pm, Town Hall, 2<sup>nd</sup> Floor
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\*Please RSVP for all programs

Reminder to visit our website for the latest updates [sherborncoa.org](http://sherborncoa.org). We're here to support all residents, and we'd love to hear your thoughts or suggestions. Feel free to give us a call at 508-651-7858 or email us at [coa@sherbornma.org](mailto:coa@sherbornma.org). We're always happy to help!

SNIC Treasurer's Report 2025  
FY16-24, 2025

Warrant Date	CCDF	FY2025	Balance	Expense	Expense	Balance	Expense	Expense	Month
Warrant Date									
FY2025									
Electricity	52100	27000	16,427.04	3,561.04		12,845.92			
Outside Maint. & Landscaping	52100	17036	6,715.55	1,263.55		5,453.45			
House/Maintenance	52402	77790	39,864.72	2,439.92		36,424.40			
EH Renovation's Expense	52403	100000	45,337.47			45,337.47			
Apartment Turnover Exp.	52911	12000	11,935.69	2,576.69		9,358.00			
Bank Rep. Service	53000	21411	21,411.04			21,411.04			
Legal Services	53033	10000	7,086.00			7,086.00			
Water Treatment Facility	53110	23000	11,445.31			11,445.31			
Prop. Maint. Contract	53112	2,7148	16,079.25	1,632.25		14,447.00			
Alarm Systems Expenses	53115	17417	9,763.94	3,154.94		6,609.00			
Window Washing	53139	9000	900.00			900.00			
Light and Elevated Costs	53210	14400	1,2,464.47	1,637.12		2,066.00			
Cleaning Contract	53221	18736	8,146.00			8,146.00			
Postage	53445	150	191.76	134.60		41.14			
Office Supplies	53446	0	0	0		0			
Community Room Exp.	53510	85311	2,716.80			2,716.80			
Insurance	53701	5700	5,726.59			5,726.59			
BLDG. Generator #2	53830	4675	1,761.05	527.11		1,232.55			
Total Maintenance Budget		377164	200,612.67	55,831.95		178,152.58			
Debt Service		468074	45,917.45			45,917.45			
<b>TOTAL BUDGET</b>		<b>214,423.26</b>	<b>2,448,882.03</b>			<b>2,387,117.97</b>			

Katherine R. Sturis - 3-18-25



**Woodhaven Elder Housing**  
**c/o Alan Slawsby & Associates, Inc., Managing Agent**  
P.O. Box 6700  
Holliston, MA 01746-6700

**Minutes Elder Housing Committee Meeting**  
**March 20, 2025**

The meeting was called to order by Alycia Goody at 3:04 PM. Committee members present were: Alycia Goody, Kitty Sturgis, Steve Petty, Pamela Dowse and Mary Roque. Also present was Kristina Gallant and Maura Bennett from the COA and Claire M. McClellan from Alan Slawsby & Associates.

Residents in attendance were Marie Elwell, Joanna King, Judy Costello, Margo Powicki, Roberta Heffron, Boomer Michel, Richie Blatte, Bonnie Chick, Anne Copponi, and Nancy Christofferson.

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

The minutes of the EHC meeting on February 20, 2025 were accepted.

**Council on Aging Report- Kristina Gallant**

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

- Woodhaven received a \$25,000 grant, \$12,000 has been received to date. This money is being put toward cameras for the common areas.
- Approximately 13 cameras will be installed in the front foyers, some at the rear doors, another by the back door of building 2 by the elevator and several around the exterior of the property.
- The equipment that does the recording will be located in a locked cabinet in the maintenance room.
- Ernie Bonos, the electrician, will be doing the work. He stated that a lot of wiring will be required.

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

- Kitty will be meeting next Wednesday at noon with Steve and a woman who has a 3 person crew working with her. The discussion will be using their services one day at Woodhaven to work on the grounds. A proposal will then be forthcoming.

- The Committee was presented with a proposal from Grasshopper for winter pruning of the ornamental trees. It was last done in 2023. Grasshopper inquired if the Committee wanted to schedule it this year. The Committee voted 5-0 to proceed with one day on site for the trimming.

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

- Pamela Dowse confirmed that the bond money had been submitted.
- The budget remaining for fiscal year is \$224,177.19.

### **Management Report – Claire McClellan**

- Previously we requested tax returns from all residents to qualify them for a rent deduction. This is no longer the case. If you feel that your income may qualify you for a rent deduction in the amount of \$100, please send your return to my office. It is kept confidential. Your tax return can be mailed back to you if you just attach a note requesting a return. The deadline for submission is May 1, 2025.
- Both vacancies have been filled, and new tenants will be moving in soon. One will be taking occupancy for April 1<sup>st</sup> in Sue Landsman's former apartment and the other will be moving into Loretta's former apartment on or about May 1<sup>st</sup>.
- Carey will be removing the air conditioner covers and putting out patio furniture now that Spring is arriving. The gazebo is on his schedule for mid-April. The benches on the patio will be painted when weather conditions are favorable. Just a reminder that the Fire Chief said nothing can be placed in the “dog houses”.
- Carey plans to give the maintenance room a complete cleaning. Ernie Bonos will be installing a locked cabinet there which will be part of the new camera system. It will be recording activity in the various areas where the cameras are placed.
- I reviewed prior management reports at this time last year and found the following that I believe is worth repeating. The Sherborn Fire Department responded to an alarm last year that was set off by something burning in a toaster in one of the buildings. I was asked why did all residents have to leave his/her apartment? Chief Zach Ward explained that the detectors in your apartment do not trigger an alarm, they are called “convenience detectors”. If you open the door to your apartment to get rid of the smoke, the detectors in the hallway will set the alarm off just for your buildings. If you pull the hallway alarm, it sets off the alarm in all three buildings. Someone at that time pulled the building alarm necessitating all residents to vacate their building.
- Bonnie informed me that the dryer in her building was taking longer to dry. I called Automatic Laundry, the company that provides the equipment, to ask that the dryer vents be cleaned in all 3 buildings. The tech was due to arrive the next day.
- At the February meeting Anne requested that the fire and police departments be contacted to set up a meeting to discuss safety issues. Due to adverse weather conditions since last month, I postponed my call. I will see what their availability is in the coming weeks.

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

- A letter was sent by Catherine Downing Esq. to a resident for a violation of the Rules and Regulations as stated in the lease and handbook. The resident phoned another resident requesting use of the parking space assigned to his apartment. The resident was currently

using two parking spaces. In the lease and handbook it states each apartment is assigned one parking space. If an additional one is requested, management must be contacted with the request and this was not done.

- It was Mary's suggestion that in the future we refrain from taking legal action against a resident and first discuss the violation with the Committee to consider a better approach.

### Public Comment

- Some residents felt that there are too many parking spaces assigned for handicapped parking. There are currently 4 designated spots. Steve will check with the building inspector as to the number required. Some of these spaces are not only for resident's use but for visitors also.

- Kitty then discussed the need for a second parking space for some residents and the following was approved by the Elder Housing Committee:

- **REQUEST FOR AN ADDITIONAL PARKING SPACE**

- There will be three extra parking spaces available for Woodhaven residents in the south (building 3) lot. They are the first three spaces on the right as you enter the lot.
- Request permission in writing for the extra parking space from the Management Company.
- The parking space assignments will be lettered **A, B, & C**.
- The spaces will be assigned on a first come first served basis.

The meeting adjourned at 3:50PM.

Respectfully submitted,

*Claire M. McClellan*

Claire M. McClellan, Managing Agent

## EHC COMMUNITY LIAISON REPORT

Several people (5 different residents) contacted me about the letter/notice from the attorney from Dowling Van Dyke sent to Bob for parking a car in Sue Landsmann's spot, a spot that is now vacant because she has moved out.

now vacant because she has moved. They were upset because they found the language threatening and the process intimidating. I attach the letter so we can all see what was written. I am sure it was not intended to be as threatening as it was (especially the last lines indicating legal action would follow any further violation.)

They inquired why a softer and friendlier notice by phone, hand delivery or mail did not precede such a formal and heavy handed letter. It happens that Bob was in the hospital with a serious medical condition when the notice was delivered.

Although the attorney mentioned that she represents the town and the EHC on page 1, we did not address this issue as a committee. I did not receive a courtesy copy as indicated in the letter on page 3. The tone of the letter is aggressive given the type of violation that occurred.

