



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

**Minutes Elder Housing Committee Meeting
September 18, 2025**

The meeting was called to order by Pamela Dowse at 3:00 PM. Committee members present were: Steve Petty, Pamela Dowse, Theresa Burns, Abby Fiske and Kitty Sturgis, the interim Treasurer. Also in attendance was Kristina Gallant from the COA and Claire M. McClellan from Alan Slawsby & Associates.

Residents in attendance were Marie Elwell, Roberta Heffron, Joanna King, Ann Copponi, Ritchie Blatte and Mary Kaine.

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

The minutes of the EHC meeting on August 28, 2025, were approved.

Council on Aging Report- Kristina Gallant

What's Happening in October

Fitness Classes

- Zoom classes - Tone & Stretch on Tuesdays and Cardio on Fridays
- In-person classes - Fun Fitness on Mondays, Tai Chi on Wednesdays, Thursday Weekly Walks and Thursday Sculpt & Stretch

September

- Dementia Friendly Lunch & Learn – Friday, Sept. 19 @12pm, Town Hall, 2nd Floor
- Woodhaven Breakfast – Tuesday, Sept. 23 @10am, Outdoors/Woodhaven Community Room
- Lifetime Learning Watercolor – Thursday, Sept. 25, Oct. 2, 9 & 16 @2pm, Town Hall, 2nd Floor
- Expressive Art Therapy – Tuesday, Sept. 30 @1:00pm, “The Center” in Holliston

Coming up in October...

- Lifetime Learning
- o KevTech – Wednesday, Oct. 1, 8, 15 & 29 @2:30pm, Town Hall, 2nd Floor

- o History – Monday, Oct. 20, 27, Nov. 2 & 10 @2pm, Town Hall, 2nd Floor
- o Creative Writing – Oct 23, 30, Nov. 6, 13, 20 & Dec. 4 @2pm, Town Hall, 2nd Floor
- o Poetry – Wednesday, Oct. 29, Nov. 5, 12, 19 & Dec. 3 @10:30am, Library
- Thursday Café – Oct. 2 (Roger Tincknell) @12pm, Library
- Men's Lunch – Friday, Oct. 10 @12pm, Sherborn Fireside Tavern
- Ladies Lunch – Tuesday, Oct. 14 @12pm, Sherborn Fireside Tavern
- Medicare Presentation – Tuesday, Oct. 21 @1pm, Town Hall, 2nd Floor or on Zoom
- Lunch & Learn – Friday, Oct. 24 @12pm, Town Hall, 2nd Floor
- Vegan Cooking – Tuesday, October 28 @12pm, Unity Farm Sanctuary
- Thursday Café – Oct. 30 (ECDC Halloween Parade) @12pm, Pilgrim Church

And November...

- Vegan Cooking – Tuesday, Nov. 4 @12pm, Unity Farm Sanctuary
- Lifetime Learning
- o Challenges Facing American Politics – Monday, Nov. 17, 24, Dec. 1 & 8 @2:00pm, Town Hall, 2nd Floor
- Thursday Café – Nov. 20 (Armchair Travel to Alaska) @12pm, Town Hall, 2nd Floor

Please RSVP for all programs.

Reminder to visit our website for the latest updates 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. We're always happy to help!

Building Maintenance Report – Steve Petty

- It has been rough with all the digging for the well.
- It is expected that the digging that has been ongoing will be completed by Monday.
- All cars belonging to residents in buildings 1 & 2 must be removed from visitor parking and returned to their assigned parking spaces. Cars belonging to residents in building 3 must be moved also. Village Way can be used for parking the cars for residents in building 3.

Landscape Report – Kitty Sturgis

- No report.

Treasurer's Report – Kitty Sturgis

- The amount of \$10,991.89 previously charged to EH Renovations was transferred to encumbered FY25 line item.
- The expenses to date are \$14,649.38 from a FY budget of \$457,246.00.
- Rick Aston will be installing glass windows in the Community Room doors at a cost of \$1,800.00.

Management Report – Claire McClellan

- A special thank you was given to all the residents for their cooperation with moving cars for the ongoing construction work that is now going on. It was confusing at times.

- The cameras are now fully installed. Carey now is busy filling the holes that were made to accommodate the wiring. Peter, the owner of the company, called me yesterday to say he still has some minor work to complete the installation for the video recorders. He told me that he had spoken to several of the residents who told him they were not happy having cameras watching them. I told him I would discuss the purpose at today's meeting.
- The cameras are for the protection of the residents, the security of the buildings and the Town's Woodhaven property. There is no one, including me, who is going to be watching all day every day. If an incident should occur, the video recorder will be working 24/7 and can be accessed to the time and date of the occurrence. There is a camera on building 3 in the front that focuses on the road as you drive in and will be helpful in obtaining a license plate number should it ever be needed. That is the main purpose of these cameras. Woodhaven was very fortunate to receive a grant for this installation.
- Stumpy's did the tree trimming but must return as they did not have a climber with them that day. There is a tree outside Bonnie's bedroom window that has many bare branches and will be taken care of soon. I also noticed a tree behind the Woodhaven sign that needs trimming.
- I have been shopping at sales in stores and on the internet looking for replacement chairs at the gazebo, but I have been unsuccessful. Many chairs on the web site show that they need to be assembled. I prefer to find chairs where the parts are welded together such as the chairs that we have now.

Public Comment

- Some residents are not pleased with the installation of cameras. They do not like the idea that they will be watched. Pam explained that everywhere you go today there are cameras recording. No one will be watching the residents. They are being installed for their protection and that of Woodhaven.
- Anne requested a tree be planted outside her bedroom window. There were rocks there at one time and grass has now taken over. Steve said he would take a look.
- The new owl that was installed on building 3 is being attacked by the woodpecker! Apparently, he does not appreciate it!

Chair's Report- Pam Dowse

- No report.

The meeting adjourned at 3:33PM. The next meeting will be held on October 16, 2025.

Respectfully submitted,

Claire M. McClellan

Claire M. McClellan, Managing Agent

What's Happening in October

Fitness Classes

- **Zoom classes** - Tone & Stretch on Tuesdays and Cardio on Fridays
- **In-person classes** - Fun Fitness on Mondays, Tai Chi on Wednesdays, Thursday Weekly Walks and Thursday Sculpt & Stretch

September

- **Dementia Friendly Lunch & Learn** – Friday, Sept. 19 @12pm, Town Hall, 2nd Floor
- **Woodhaven Breakfast** – Tuesday, Sept. 23 @10am, Outdoors/Woodhaven Community Room
- **Lifetime Learning Watercolor** – Thursday, Sept. 25, Oct. 2, 9 & 16 @2pm, Town Hall, 2nd Floor
- **Expressive Art Therapy** – Tuesday, Sept. 30 @1:00pm, “The Center” in Holliston

Coming up in October...

- **Lifetime Learning**
 - **KevTech** – Wednesday, Oct. 1, 8, 15 & 29 @2:30pm, Town Hall, 2nd Floor
 - **History** – Monday, Oct. 20, 27, Nov. 2 & 10 @2pm, Town Hall, 2nd Floor
 - **Creative Writing** – Oct 23, 30, Nov. 6, 13, 20 & Dec. 4 @2pm, Town Hall, 2nd Floor
 - **Poetry** – Wednesday, Oct. 29, Nov. 5, 12, 19 & Dec. 3 @10:30am, Library
- **Thursday Café** – Oct. 2 (Roger Tincknell) @12pm, Library
- **Men's Lunch** – Friday, Oct. 10 @12pm, Sherborn Fireside Tavern
- **Ladies Lunch** – Tuesday, Oct. 14 @12pm, Sherborn Fireside Tavern
- **Medicare Presentation** – Tuesday, Oct. 21 @1pm, Town Hall, 2nd Floor or on Zoom
- **Lunch & Learn** – Friday, Oct. 24 @12pm, Town Hall, 2nd Floor
- **Vegan Cooking** – Tuesday, October 28 @12pm, Unity Farm Sanctuary
- **Thursday Café** – Oct. 30 (ECDC Halloween Parade) @12pm, Pilgrim Church

And November...

- **Vegan Cooking** – Tuesday, Nov. 4 @12pm, Unity Farm Sanctuary
- **Lifetime Learning**
 - **Challenges Facing American Politics** – Monday, Nov. 17, 24, Dec. 1 & 8 @2:00pm, Town Hall, 2nd Floor
- **Thursday Café** – Nov. 20 (Armchair Travel to Alaska) @12pm, Town Hall, 2nd Floor

Please RSVP for all programs

Reminder to visit our website for the latest updates 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. We're always happy to help!

SEHC Treasurer's Report
9-15-25

Warrant Date	CODE	FY2026	Balance	Expense	Expense	Expense	Expense	Balance
Electricity	5210	31,000	28788.20					28788.20
Outside Maint./Landscape	5240	19,236	16170.37					16170.37
Repair/Maintenance	5242	109,400	101,609.97	Adj USM	9-15-25	9-15-25	9-15-25	
EH Renovations Expense	5243	110,000	88909.34	+10991.89				99901.23
Apartment Turnover Exp.	5291	15,000	15000.00					15000.00
Fee for Service	5300	19,166	19166.00					19166.00
Legal Services	5303	1,000	1000.00					1000.00
Water Treatment Facility	5310	23,000	19650.24					1427.41
Prop Mgmt Contract	5312	27,876	23230.00					1161.50
Alarm Systems Expenses	5318	17,927	13953.76					22068.50
Window Washing	5319	900	200.00					3961.22
Lift and elevator Costs	5320	15,400	12522.67					9992.54
Cleaning Contract	5321	19,636	16479.00					200.00
Postage	5345	350	317.91					10918.67
Office Supplies	5320	0	0					16479.00
Community Room Exp	5580	13,631	12794.33					317.91
Insurance	5740	6,270	6270.00					12794.33
BLDG Generator #2	5850	4,675	4675.00					6270.00
Total Maintenance Budget		434,467	380736.82	+10991.89	-14649.38	377079.13		4675.00
Debt Service		22,779	22779.00					22779.00
TOTAL BUDGET		457,246	408515.82					399858.13
Encumbered FY'25		20,767.55		-10991.89	-10991.89	-1216.23		

Carrie's - Great
balance of 18967.55
Aston Construction
1800.00
Glass for Doors

Katherine L Stoops
in town Treasurer
9-15-25

DR
D

Prepared by and date:



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

Management Report
September 18, 2025

First, I want to thank all the residents for their cooperation with moving cars for the construction work that is now going on. I know it was confusing at times.

The cameras are now fully installed. Carey now is busy filling the holes that were made to accommodate the wiring. Peter, the owner of the company, called me yesterday to say he still had some minor work for completion of the installation for the video recorders. He told me that he had spoken to several of the residents who told him they were not happy having cameras watching them. I told him I would discuss the purpose at today's meeting.

The cameras are for your protection and the security of the buildings and the Woodhaven property. There is no one, including me, who is going to be watching all day every day. If an incident should occur, the video recorder will be working 24/7 and can be accessed to the time and date of an occurrence. There is a camera on building 3 in the front that focuses on the road as you drive in and will be helpful in obtaining a license plate number should it be needed. That is the main purpose of these cameras. Woodhaven was very fortunate to receive a grant toward this installation.

Stumpy's did the tree trimming but must return as they did not have a climber with them that day. There is a tree outside Bonnie's bedroom window that has many bare branches and will be taken care of soon. I also noticed a tree behind the Woodhaven sign that needs trimming.

I have been shopping at sales in stores and on the internet looking for replacement chairs at the gazebo, but I have been unsuccessful. Many chairs on the web site show that they need to be assembled. I prefer to find chairs where the parts are welded together such as the chairs that we have now.