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A special publication of The Eagle-Tribune, The Salem News, The Daily News of Newburyport and the Gloucester Daily Times

How to clear out home office clutter

Home offices have garnered more attention in recent years. Restrictions implemented as part of the response to the COVID-19 pandemic forced many professionals to start working from home, which created a greater need for home office space.

Though millions of professionals have now returned to the office full-time, millions more have continued to work from home five days a week or are now working on a hybrid schedule. As a result, home office spaces have maintained their utility even as restrictions related to the pandemic move further into the rearview mirror.

Since home office spaces remain vital for so many, it's important that these spaces are conducive to productivity. Conquering home office clutter is a step in that direction.

• **Cut through the piles of paper.** Home offices have a tendency to transform into paper depositories over time. Work files, notes, monthly bills, receipts, and junk mail can quickly overwhelm a home office. Professionals who spend ample time working from home can resolve to cut through the piles of paper. Use a paper shredder to discard documents with sensitive information, such as bank statements and utility bills. Signing up for e-statements can prevent the piling up of paper in the future. Invest in a small file cabinet to store important personal and professional documents.

• **Discard old devices.** Old devices are another space

eater in many home offices. In fact, a recent survey from Material Focus found that more than 20 million unused electrical items are currently hoarded in homes throughout the United Kingdom. Old smartphones and laptops that users are afraid to throw out can be wiped clean and discarded in adherence with local laws. Contact your local government to determine how to safely discard old devices rather than simply tossing them in the trash once they've been wiped clean.

• **Buy a bigger bookshelf.**

Home offices often double as reading rooms, which makes them vulnerable to clutter associated with leisure time as well. Books stacked in a corner or taking up space on your desk can create a cluttered look, but also compromise your ability to concentrate. A 2011 study from researchers at Princeton University published in The Journal of Neuroscience found that clutter can make it difficult to focus on a particular task. If books are strewn about your office, purchase a bookshelf that can hold them. Once books are shelved, the less cluttered space can make it easier to concentrate.

• **Go digital.** If space is limited, forgo traditional file cabinets in favor of digitizing important records and documents. Scan important receipts and statements and store them on a desktop or backup hard drive so they're never out of each. This creates space and makes it easier and quicker to find important files.



Home offices can quickly become overwhelmed with clutter. Some simple strategies can help any professional transform their home offices into more organized spaces.

Fall

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Tips to transform a living room into a go-to viewing space

Watch parties are wildly popular. Whether it's a gathering for the big game or a group of friends anxious to see the latest episode of a favorite television show, watch parties have become a fun way to enjoy special events with family and friends.

Many bars and restaurants have recognized the popularity of watch parties

and looked to capitalize on the trend, particularly for sporting events. Watch parties can make for a fun night out, but homeowners can do much to make their own living room a go-to spot for the next big game or series finale.

• **Expand seating space, if necessary.** Of course, guests for the big game or movie night will need a place to

sit. Homeowners who love to host can determine their ideal gathering size and then work to ensure their entertaining space has enough seats to accommodate everyone. Multifunctional furniture can help if space is limited. For example, some stools that are typically used as footrests can be repurposed as seats when guests arrive and an upholstered

coffee table can provide an additional space for guests to sit. Another option is to work with a contractor to add a built-in window seat or bench beneath a picture window.

• **Convert an existing space into an open floor plan.** A 2023 survey from Rocket HomesSM found that more than half of individuals surveyed preferred open layouts to traditional layouts. Open layouts can make living spaces feel more airy and less claustrophobic, and such designs also make it easy to accommodate more guests. Homeowners can speak with a local contractor to determine ways to convert living spaces into open floor plans.

• **Invest in your internet.** Whereas cable television used to be the go-to option when watching sports, movies and television at home, streaming platforms have

now taken over, as many, including Peacock, Amazon Prime and Netflix, are now even broadcasting National Football League games. Homeowners who want to host watch parties must invest in high-speed internet and perhaps even a new router to ensure games and shows are not interrupted by the dreaded spinning wheel or issues that can arise if internet speeds are slow. If necessary, relocate the router to the living room to reduce the risk of streaming interruptions.

• **Reconsider your lighting scheme.** If movie nights or television shows dominate your watch party schedule, some recessed lighting in the living room can reduce glare and reflections on the screen once a movie or show begins. Recessed lighting above a mounted television can illuminate the screen so everyone can see it but won't appear in the screen and

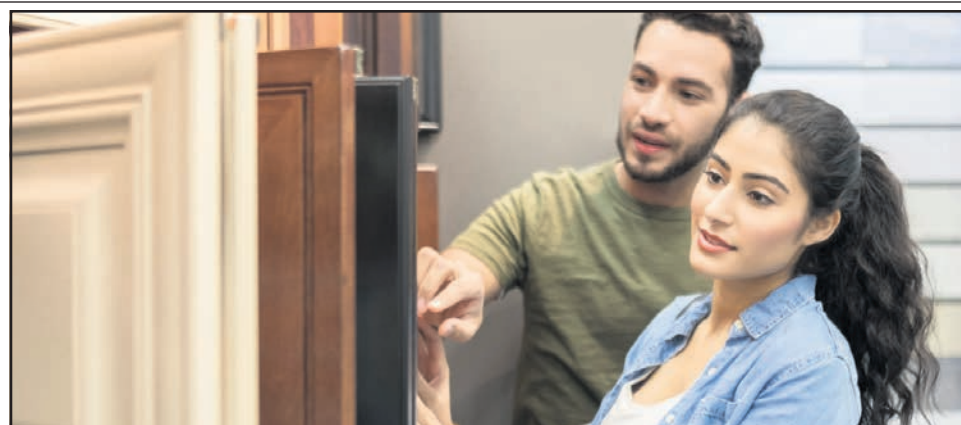
adversely affect what viewers can see.

• **Consider upgrading your television and sound.** It goes without saying that a television is wildly important when hosting a watch party. The experts at Best Buy note that 8K resolution is the highest resolution available in the television market. Such devices provide an extraordinary viewing experience, but they also can stretch homeowners' budgets. A 4K television won't cost nearly as much, and these devices also provide superior image quality. When a new television is paired with a premium soundbar, viewers can settle in for a memorable game day or movie night experience.

Homeowners can embrace various strategies to make watch parties an extraordinary experience for themselves and their guests.



Homeowners can do much to make their own living room a go-to spot for the next big game or series finale.



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Tips to help houseplants thrive over the winter

Winter is harsh on humans and can be hard on houseplants as well. Some simple strategies can help houseplants get through the season unscathed.



Winter can be harsh. Frigid temperatures and fewer hours of daylight can take a toll, and many people prefer to stay warm inside as much as possible during winter. Indoor air also can take a toll, leading to dry skin and increasing individuals' exposure to viruses such as those that cause the common cold. Warm and dry indoor air also can affect houseplants, which underscores how important it is to change your indoor plant care routine in winter.

Outdoor plants might not bloom or thrive once winter arrives, but houseplants can make it through the season with a few simple strategies.

• **Cut back on watering, if necessary.** The relationship between sunlight and water in regard to houseplants is simple: the more light plants get, the more water they need. Because there's less daylight in winter, houseplants may not need to be watered as frequently as they will during other times of year. But that could depend on where the plant is located in the house. If it's near a

window with substantial sunlight exposure, then it might need as much water as it requires during other times of year. Soil conditions may provide clues as to how frequently houseplants need to be watered in winter. Touch the soil before watering. If it's wet or feels damp, the plant does not require watering.

• **Mobilize your houseplants.** Some houseplants may be too large and heavy to move. However, smaller plants may benefit from being more mobile. When moving houseplants, move them to a spot where they can get ample sunlight during the day, especially if they're typically located in areas of your home that do not get much exposure to sunlight in the winter.

• **Keep plants away from vents.** Anyone who lives in a region where winter temperatures get very cold knows that conditions sometimes require bumping up the temperature on the thermostat. That can make a home more comfortable for humans but less comfortable for houseplants. It's

always best to keep houseplants away from heating vents so they won't dry out and potentially die. If the thermostat needs to be adjusted to warm up the house, confirm all plants are away from vents to ensure they don't dry and out and potentially die.

• **Check for uninvited guests.** Summer might be the season most synonymous with pests, but houseplants are not invulnerable to uninvited pest guests in winter. The pest control experts at Terminix® dispute the popular notion that spiders flock to home interiors in fall to avoid the coming winter cold. However, the experts at Better Homes & Gardens note that spider mites are common winter pests because they like warm and dry conditions. BHG urges individuals to inspect the tops and undersides of houseplant leaves and stems for signs of pest infestation. Treat small infestations with an alcohol-soaked cotton ball, which can be used to wipe pests off the plants. Large infestations may require the use of insecticidal soap.

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Your guide to replacing home siding

(StatePoint) Your siding gives your home character and curb appeal while protecting it from the elements. To help you make sensible, stylish decisions, here are some fast facts about three popular varieties of siding.

or caulk your home's exterior. It's also available in a range of colors, helping you achieve a one-of-a-kind look for your home.

Shake and staggered shingle

Featured in American homebuilding since the 1600s, there are few other cladding options as distinctive and traditional as cedar shake and staggered shingle siding. If you love this look but are concerned about maintaining this kind of siding, you're in luck. These days, certain manufacturers are preserving the authenticity of this look using engineered vinyl materials. The result? Greater durability and far superior moisture resistance.

Insulated siding

If you'd like additional protection from extreme temperatures, impacts and even noises for greater peace of mind and comfort, insulated siding may be the right choice for you. Showcasing an authentic cedar woodgrain texture, Cedar-MAX insulated vinyl siding from ProVia is an example

of siding providing a combination of beauty, durability and energy efficiency. It combines rigid foam EPS insulation with the manufacturer's Super Polymer vinyl siding. Not only does the added foam insulation make this one of the most energy-efficient exterior claddings on the market, it may help reduce outside noise transmission by as much as 39%, according to a study conducted by a third-party test laboratory.

When you begin the process of shopping for house siding, it can feel overwhelming to identify which styles or colors you might want for your home. Get inspired by how other homeowners have styled their siding by visiting provia.com/siding/gallery.

Thankfully, it's possible to make home exterior updates that add to both the beauty and functionality of your home. When replacing home siding, do a little research to get the style and color you want using materials that keep your home, and your household, safe and comfortable.



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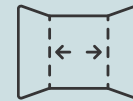
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Garage organization will take some planning and time, but the end result can be well worth the effort.

Garage storage solutions

Who doesn't have a space at home that serves as a catch-all for items that seemingly have no other home? For many, this storage wasteland where items go to be forgotten tends to be the garage. Before long, clutter can overwhelm the space and create an eyesore. Garage clutter also makes the space less functional by making it harder to park a vehicle or store equipment.

Organizing a garage takes work, but the end result can improve the appearance, free up space, make work more efficient, and make it easier to find and use tools more readily. Here are some ways to get started on organizing your garage.

Start with cleaning and culling

One of the first steps when organizing a garage is to thoroughly analyze what is needed and what can be removed from the garage. If items belong elsewhere, such as in a shed or the basement, move these items first. Discard damaged or broken items. Next, move on to tools or gear that

hasn't been used in some time. Will you use it again? If the item has been collecting dust for years, you likely already know the answer to that question.

Pile all items in the driveway so you have a clean slate with which to start. Measure the room to figure out the dimensions so you'll know how much wall space is available for storage.

Free up floor space

The ultimate goal of a garage storage renovation is to make floor space available, according to Stacey Schweiger of Sunshine Organizing. Lifting items off the floor makes access easier, and protects items should there be a flood or leaks.

A combination of wall shelves, overhead shelves, cabinets, and wall hooks can help homeowners create more floor area. Organization becomes easier when everything has a designated space where it can be easily returned to.

Consider weight

When investing in shelving and racks, remember

that many of the items stored in garages tend to be heavy. It's important to ensure that shelves and hooks are heavy-duty and able to withstand the weight of pressure put on them. Verify the maximum weight so that racks will not buckle or tip over and cause issues.

Utilize overhead space

Overhead storage can be reserved for items that aren't used frequently, such as seasonal decorations or luggage.

Out of sight

Some items should be stored out of sight and beyond the reach of children and pets. Cabinets and containers can be used and locked to secure materials, such as fertilizers, paints, solvents, and other chemicals.

Additional ideas

Magnets, pegboards, organization bins and systems, and similar products can be used to corral small or errant items like hand tools, fasteners and more.



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- Incorporated: 1646
- Website: andoverma.gov
- Population: 36,569 (2020 Census)
- Median household income: \$162,694 (2018-2022)
- Median value owner-occupied home/condo: \$756,600 (2018-2022)
- Tax rate: \$12.88 residential; \$25.48 commercial (FY2024)
- Town Hall: 36 Bartlet St., 978-623-8200
- Police Department: 32 North Main St., 978-623-3500
- Fire Department: 32 North Main St., 978-623-3700
- Department of Public Works: 978-623-8700
- Youth Services: Cormier Youth Center, 40 Whittier Court, 978-623-8360
- Elder Services: Robb Center, 30 Whittier Court, 978-623-8320
- School Department: 978-247-7000
- Library: Memorial Hall Library, 2 North Main St., 978-623-8400

LAWRENCE

- Incorporated: 1853
- Website: cityoflawrence.com
- Population: 89,143 (2020 Census)
- Median household income: \$53,977 (2018-2022)
- Median value owner-occupied home/condo: \$370,600 (2018-2022)
- Tax rate: \$9.25 residential; \$19.37 commercial (FY2023)
- City Hall: 200 Common St., 978-620-3000
- Police Department: 90 Lowell St., 978-794-5900
- Fire Department: 65 Lowell St., 978-620-3400
- Department of Public Works: 200 Common St., 978-620-3090
- Recreation: 155 Haverhill St., Second Floor, 978-620-3252
- Elder Services: Senior Center, 155 Haverhill St., 978-620-3540
- School Department: 255 Essex St., 978-975-5905
- Library: Lawrence Public Library: 51 Lawrence St., 978-620-3600

METHUEN

- Incorporated: 1725
- Website: cityofmethuen.net
- Population: 53,059 (2022 Census)
- Median household income: \$93,681 (2018-2022)
- Median value owner-occupied home/condo: \$439,500 (2018-2022)
- Tax rate: \$9.25 residential; \$19.37 commercial (FY2024)
- City Hall: Searles Building, 41 Pleasant St., 978-983-8505
- Police Department: 90 Hampshire St., 978-983-8698
- Fire Department: 250 Howe St., 978-983-8940
- Department of Public Works: 10 Ditson Place, 978-983-8545
- Youth Services: Recreation Department, 41 Pleasant Street, 978-983-8589
- Elder Services: Senior Center, 77 Lowell St., 978-983-8825
- School Department: 978-722-6000
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- ▶ Incorporated: 1855
- ▶ Website: northandoverma.gov
- ▶ Population: 30,915 (2020 Census)
- ▶ Median household income: \$131,852 (2018-2022)
- ▶ Median value owner-occupied home/condo: \$621,100 (2018-2022)
- ▶ Tax rate: \$11.09 residential; \$15.60 commercial (FY2024)
- ▶ Town Hall: 120 Main St., 978-688-9500
- ▶ Police Department: 1475 Osgood St., 978-683-3168
- ▶ Fire Department: 795 Chickering Road, 978-688-9590
- ▶ Department of Public Works: 978-685-0950
- ▶ Youth Services: 33 Johnson St., 978-682-9000
- ▶ Elder Services: Senior Center, 481 Sutton St., 978-688-9560
- ▶ School Department: 978-794-1503
- ▶ Library: Stevens Memorial Library, 345 Main St., 978-688-9505

HAVERHILL

- ▶ Incorporated: 1750
- ▶ Website: townofsalemnh.org
- ▶ Population: 30,089 (2020 Census)
- ▶ Median household income: \$101,856 (2018-2022)
- ▶ Median value owner-occupied home/condo: \$406,600 (2018-2022)
- ▶ Tax rate: \$16.96 (2023)
- ▶ Town Hall: 33 Geremonty Drive, 603-890-2000
- ▶ Police Department: 9 Veterans Memorial Parkway, 603-893-1911
- ▶ Fire Department: 152 Main St., 603-890-2200
- ▶ Department of Public Works: 21 Cross St., 603-890-2150
- ▶ Youth Services: 1 Sally Sweets Way, 603-890-2190
- ▶ Elder Services: 1 Sally Sweets Way, 603-890-2190
- ▶ School Department: 603-893-7040
- ▶ Library: Kelley Library, 234 Main St., 603-898-7064

WINDHAM

- ▶ Incorporated: 1742
- ▶ Website: windhamnh.gov
- ▶ Population: 15,817 (2020 Census)
- ▶ Median household income: \$171,563 (2018-2022)
- ▶ Median value owner-occupied home/condo: \$609,900 (2018-2022)
- ▶ Tax rate: \$21.40 (2023)
- ▶ Town Hall: 4 North Lowell Road, 603-432-7732
- ▶ Police Department: 4 Fellows Road, 603-434-5577
- ▶ Fire Department: 3 Fellows Road, 603-434-4907
- ▶ Highway Department: 603-216-5676
- ▶ Youth Services: 4 North Lowell Road, 603-965-1208
- ▶ Elder Services: Senior Center, 2 North Lowell Road, 603-434-2411
- ▶ School Department: 603-845-1550
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