



# Doverbrook Estates

Condominiums  
at Westover

50 Doverbrook Rd., Chicopee, MA 01022 (413) 593-5515

November 8, 2024

TO: Doverbrook Estates – All Unit Owners

FR: Board of Trustees

RE: Fiscal Year 2025 Operating Budget

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Enclosed you will find a copy of the fiscal year 2025 operating budget for Doverbrook Estates.

In addition to ensuring that the day to day operations of the Association continue to be properly funded, the Board was also determined to increase the contribution to the Reserves as a first step toward partially reimbursing the expense of major projects such as the replacement of the roofs.

Following review and discussion, the Board voted on a 3.5% increase in monthly common fees for FY 2025. This will allow the annual Reserve contribution to be increased to \$729,000 while keeping the individual monthly fee per unit at a reasonable rate.

**The new fee schedule for Fiscal Year 2025:**

| Unit Type     | Monthly Fee |
|---------------|-------------|
| Beckett       | \$393.48    |
| Hampden       | \$324.45    |
| Blandford     | \$344.17    |
| Lenox         | \$324.45    |
| Leverette     | \$383.62    |
| Huntington I  | \$261.41    |
| Huntington II | \$283.64    |
| Southwick     | \$283.01    |

Unit owners are invited to write to the Board if they have any questions or comments regarding the budget and are welcome to attend the Board of Trustees' meeting on **November 19, 2024 starting promptly at 5:30 PM at the Community Center.**

Coupon books will once again arrive at your homes prior to the end of the year.

Thank you for your continued support of the Association.

# Doverbrook Estates Condominium Trust

## 2025 Operating Budget

| INCOME              |                                    | G.L. Acct # | 2024 Budget                                     | Projected 2024   | 2025 Budget      |
|---------------------|------------------------------------|-------------|-------------------------------------------------|------------------|------------------|
| 1                   | Interest Income                    | 42200-010   | 450                                             | 500              | 500              |
| 2                   | Monthly Common Charges             | 45000-010   | 2,037,332                                       | 2,037,332        | 2,108,638        |
| 3                   | NSF & Late Charges                 | 44000-210   | 5,000                                           | 7,600.00         | 5,000            |
|                     | Miscellaneous Income/Share Revenue | 0           | 0                                               | 1,100            | 2200             |
| 4                   | Clubhouse Rental                   | 44000-170   | 3000                                            | 4,575            | 3500             |
| 5                   | Garage Rental                      | 44000-100   | 2,900                                           | 2,900            | 2,900            |
| 6                   | Leasing Fees                       | 44000-110   | 1,000                                           | 1,000            | 1,000            |
| 7                   | Pool Pass                          | 44000-190   | 200                                             | 400              | 400              |
| 8                   | Recreation Revenue                 | 44000-130   | 350                                             | 1,600            | 1000             |
| 9                   | 6D Certificate Income              | 44000-140   | 2,500                                           | 2,525            | 2,500            |
| 10                  | Legal Fee Reimbursement            | 44000-070   | reimbursement of legal fees posted to GL #60200 |                  |                  |
| <b>TOTAL INCOME</b> |                                    |             | <b>2,052,732</b>                                | <b>2,059,532</b> | <b>2,127,638</b> |
| <b>EXPENSE</b>      |                                    |             |                                                 |                  |                  |
| 11                  | Insurance - Property Package       | 56000-100   | 287,000                                         | 302,000          | 300,000          |
| 12                  | Insurance - Group                  | 56000-040   | 9,500                                           | 7,600            | 7,800            |
| 13                  | Insurance - Workmens Comp          | 56000-090   | 2,000                                           | 914              | 1,800            |
|                     | Insurance Loss                     | 0           | 0                                               | 0                | 0                |
| 14                  | Landscape - Contract               | 58000-050   | 225,000                                         | 256,600          | 250,000          |
| 15                  | Mulch / Grounds / Shrubs           | 58000-110   | 7,500                                           | 18,000           | 5,000            |
| 16                  | Overseeding                        | 58000-170   | 5,000                                           | 5,000            | 5,000            |
| 17                  | Fertilization                      | 58000-030   | 36,000                                          | 37,500           | 37,500           |
| 18                  | Tree Maintenance                   | 58000-020   | 22,000                                          | 25,000           | 15,000           |
| 19                  | Snow Removal                       | 58100-010   | 220,000                                         | 184,000          | 220,000          |
| 20                  | Dues & Subscriptions               | 59000-035   | 100                                             | 100              | 151              |
| 21                  | Recreation                         | 59000-125   | 300                                             | 500              | 500              |
| 22                  | Travel Reimbursement               | 59000-130   | 50                                              | 50               | 50               |
| 23                  | Office Expense                     | 59600-090   | 14,000                                          | 16,500           | 15,000           |
| 24                  | Payroll Service Expense            | 59600-180   | 2500                                            | 2,500            | 2500             |
| 25                  | Postage & Communications           | 59600-130   | 2,500                                           | 3,200            | 2,500            |
| 26                  | Newsletter                         | 59600-160   | 1,200                                           | 1,000            | 1,200            |
| 27                  | Management Fees                    | 59400-010   | 150,838                                         | 150,838          | 155,362          |
| 28                  | Accounting Expense                 | 59500-010   | 4,500                                           | 5,200            | 5,000            |
| 29                  | Legal Fees - Collections           | 59500-060   | 5,000                                           | 5,000            | 5,000            |
| 30                  | Legal Fees - Opinion               | 59500-066   | 2,500                                           | 1,200            | 1,800            |
| 31                  | Maintenance - General              | 58200-010   | 25,000                                          | 27,000           | 25,000           |
| 32                  | Maintenance - Electrical           | 58200-050   | 1500                                            | 1,400            | 1000             |
| 33                  | Maintenance - Gutters              | 58200-035   | 12,000                                          | 10,000           | 10,000           |
| 34                  | Maintenance - Plumbing             | 58200-170   | 15,000                                          | 14,000           | 15,000           |
| 35                  | Maintenance - Roofs                | 58200-190   | 10,000                                          | 8,500            | 5,000            |
| 36                  | Maintenance - Sewer Lines          | 58200-200   | 3,000                                           | 2,000            | 2,500            |
| 37                  | Maintenance - Painting             | 58200-150   | 500                                             | 500              | 300              |
| 38                  | Swimming Pool Maintenance          | 58200-400   | 2,500                                           | 7,200            | 2,500            |
| 39                  | Swimming Pool Supplies             | 58200-410   | 3,000                                           | 5,000            | 3,400            |
| 40                  | Exterminating                      | 58300-010   | 2,000                                           | 1,400            | 2,000            |
| 41                  | Janitorial & Cleaning Supplies     | 58200-380   | 404                                             | 300              | 425              |
| 42                  | Vehicle - Fuel, Maint, Insurance   | 50500-060   | 3,500                                           | 4,200            | 3,800            |

# Doverbrook Estates Condominium Trust

## 2025 Operating Budget

|                              |                        |           |                  |                  |                  |
|------------------------------|------------------------|-----------|------------------|------------------|------------------|
| 43                           | Salaries & Wages       | 60500-120 | 117,340          | 115,700          | 119,500          |
| 44                           | Employer Payroll Taxes | 60700-025 | 7,500            | 8,700            | 8,000            |
| 45                           | Income Tax Expense     | 61000-100 | 500              | 400              | 350              |
| 46                           | Real Estate Taxes      |           | 0                | 0                | 0                |
| 47                           | Electricity            | 63000-110 | 7,500            | 8,200            | 8,500            |
| 48                           | Gas Expense            | 63000-210 | 5,000            | 3,800            | 4,200            |
| 49                           | Water & Sewer Expense  | 63000-410 | 150,000          | 158,000          | 150,000          |
| 50                           | Telephone Expense      | 63000-510 | 6,000            | 6,300            | 6,000            |
| <b>TRANSFER EXPENSE</b>      |                        |           | <b>1,369,732</b> | <b>1,405,302</b> | <b>1,398,638</b> |
| 51                           | Reserve Transfer       | 90000-000 | 683,000          | 683,000          | 729,000          |
|                              | <b>TOTAL TRANSFERS</b> |           | <b>683,000</b>   | <b>683,000</b>   | <b>729,000</b>   |
|                              | <b>TOTAL EXPENSES</b>  |           | <b>2,052,732</b> | <b>2,088,302</b> | <b>2,127,638</b> |
| <b>NET /SURPLUS/SHORTAGE</b> |                        |           | <b>0</b>         | <b>(28,770)</b>  | <b>0</b>         |