

**HOMEOWNERS AT LAUREL PARK  
MINUTES OF THE ANNUAL MEETING  
October 16, 2021**

- I. Unit owners are considered signed in when they enter to Zoom room. At the time the meeting was started:
  - A. Number of Units physically represented: 40 (22 required for quorum).
  - B. Number of Proxies: 7
  - C. Number of persons representing 2 Units: 3
  - D. Total Units represented: 47
- II. Meeting called into session at 9:02 AM.
  - A. Introduction of Executive Committee
    - 1. President: Darcy Johnson, Unit 113
    - 2. Vice-President: Jody Santos, Unit 11 (Not Present)
    - 3. Finance Officer: Ruth Lundeberg, Unit 64
    - 4. Property Officer: Colleen Byrnes, Unit 113
    - 5. Clerk, Seth Wilpan, Unit 86
    - 6. Laura Wallis: Member-at-Large, Unit 59
    - 7. Jean Listinsky: Member-at-Large, Unit 37
  - B. Introduction of Property Committee
    - 1. Patricia Althea, Unit 23
    - 2. Joni Sexauer, Unit 75
    - 3. Karen Gaggin, Unit 66
    - 4. Barbara Friend, Unit 25
  - C. Introduction of Library Committee
    - 1. Sandra Hanig, Unit 65
    - 2. Erin Nelson, Unit 44
    - 3. Tryna Hope, Unit 24
    - 4. Patti McManamy, Unit 54
    - 5. Shivani Kleinerman, Unit 55
- III. Statement from the President

We are about to meet in our Annual Meeting. Unfortunately, we will be doing it virtually again as the Covid virus continues to be a threat in our world. We all miss the opportunity to meet together in Normal Hall over coffee and donuts as we have in the past. Let's hope next year brings us face to face again!

I first want to take this opportunity to thank the members of the Executive Committee for the past year: Colleen Byrnes, Jean Listinsky, Ruth Anne Lundeberg, Jody Santos, Laura Wallis, and Seth Wilpan. Jean and Jody will be leaving the committee this year. Please thank them for their service when you see them. Laurel Park is unlike any other condominium association and the members of the EC have shown by their dedication and

commitment that they value being part of this community as well as providing service for the benefit of all.

I also want to praise the Property Committee. For the past year Patricia Althea, Barbara Friend, Karen Gaggin, and Joni Sexauer have joined with Colleen Byrnes to provide what they call “Gorilla Gardening”. You may have seen them trimming bushes and trees and beautifying the common ground in all manner of ways. You will find a list of all the things they have accomplished this past year in this packet.

Lastly, a big thank you to the homeowners who took it on to bring back the Laurel Park Library. Thank you to the committee of Liz Duffy Adams, Sandra Hanig, Tryna Hope, Shivani Kleinerman, Patti McManamy, and Erin Nelson. Along with others from the community, hours were spent cleaning and painting the small space in the Post Office Building. The Homeowners Association arranged for upgrades to the electrical and heating systems and contributed to other necessary renovations. It will be a great year round spot for everyone to use and appreciate.

Laurel Park has been through many transitions over the years. This is how long our current neighbors have been owners here:

Year Home was Purchased by Current Owners	Number of homes
1986* - 1989	14 Homes
1990- 1999	9 Homes
2000 - 2009	23 Homes
2010 - 2014	16 Homes
2015-2019	35 Homes
2020-2021	13 Homes
*or before	

We welcome all of you have joined Laurel Park since the last Annual Meeting and look forward to getting to know you better. It is the vibrancy of each homeowner and resident that makes Laurel Park a wonderful community. We lose dear friends as they leave us and gain new ones who decide to make Laurel Park their home. This year, we are saying goodbye to, among others, David Baker whose family has been in residence at Laurel Park for over one hundred years. Lucky for all of us, David will be right next door at Rockridge so still our “neighbor”.

On behalf of the Executive Committee, we believe that all of us living in Laurel Park are unique and valued people who can strive to all live together in kindness even if not always in complete agreement. In closing, it has been an honor and privilege to serve on the Executive Committee this

year.

#### IV. Property Committee Report

- Lockboxes for Building Keys: installation of new lockboxes for keys, that are fixed to the buildings at the Office / Library, Dining Hall and Normal Hall. Organized a list of all Lockbox Codes and identified the location of a set of all master keys in Laurel Park.
- Worked with the Northampton Fire and Rescue Department to identify and remove all obstructions and bushes / trees / rocks along roadways and at corners that could interfere with access by Fire and Emergency vehicles.
- Worked with Pancione to organize Fall 2020 Leaf Pick-Up and removal of Brush Piles, and Spring 2021 Clean-Up
- Contracted with Land Stewardship to Treat and Remove Knotweed in Laurel Park over 3 years beginning in 2021 – worked with Land Stewardship to become familiar with knotweed issues in various areas of the Park and to plan for needed interventions.
- Created a summary document of all available Septic Systems in Laurel Park (90%)
- Pancione power-washed Porch and Handicap Ramp at Office to reduce slippery walkway due to mold.
- Worked with the EC and Bartlett Tree Service to create a prioritized plan for tree removals in Laurel Park – contracted with several tree services to meet the planned care. Contracted with Bartlett Tree Service for Treatment of Hemlocks / Woolly Adelgid. Developed a plan for tree pruning, cables, and needed tree removals for 2021 and 2022.
- Reviewed and approved construction requests for twelve units including approval of dumpsters at several units for construction work.
- Addressed multiple requests for pothole and gravel repair throughout the Park.
- Arranged for snow shoveling due to handicapped status.
- Arranged for removal of three apparently abandoned or unregistered cars in Laurel Park by contacting the owner in one case, or arranging for two others to be towed.
- Arranged with Pancione / Theroux Brothers to improve water drainage in two locations.
- Cleaned out the Storage Room in the back of the Tabernacle.
- Cleaned out the Maker's Space and the adjoining Barn; disposed of hazardous wastes that were stored there and recycled materials whenever possible
- Developed a Paving Plan with Pancione to address paving issues on Baker Street; the end of Northampton Street; Haven Ave; the end of Trinity Circle that connects to Haven Ave.; and an area along Scott; Pancione has received estimates which were approved by the EC and paving work will be scheduled for April or May 2022
- The Front Gate of Laurel Park was scraped and painted; we have received estimates on masonry replacement / repair work for the concrete caps on the stone pillars – work to be scheduled with Theroux Brothers
- Contacted Trash and Recycling removal – made arrangements to increase the frequency for removal of the mixed recycling including glass and cans, due to overflowing dumpster.
- Worked with EC to develop a policy / process for use of Camper / trailer / RV parking spots at Laurel Park.

- Pipes Humming / Vibrating Noise: Several Homeowners had intermittent noise related to pipes humming / vibrating in one area of Laurel Park. Water Department replaced water meter # 3 on those pipes. Both Pancione and Northampton Water Department have yet been able were able to identify any specific cause for this noise.
- Updated the Mowing Map for Laurel Park – followed up to insure accuracy of mowing.
- Updated the Snow Plowing Map for Laurel Park – sent out plowing map and snow storm information on management of winter snow removal to all Homeowners and Residents.
- Created a pollinator meadow over the leach fields near the Salt Barns – will continue to work on increasing pollinator flowers / improving this meadow in 2022.
- Arranged repair of broken screens in the Dining Hall and both Office screen doors.
- Arranged for Pancione to repair leaks in the roof of Normal Hall and the Dining Hall, and replace / repair a leaking water line and faucet in the kitchen of the Dining Hall.
- Monitored and replaced Laurel Park Maps as needed.
- Identified Normal Hall exterior repairs that are needed due to rotten wood.
- Completed an initial summary of the state of buildings and infrastructure in Laurel Park, and upcoming maintenance needs – will arrange for building inspections as finances allow.
- Arranged for Pancione to clean off leaves and debris from Dining Hall roof.
- Engaged in many projects of pruning bushes and small trees all over Laurel Park to create visual safety along roads, clean up overgrown spaces, and make sure bushes do not interfere with roadways / infrastructure in Laurel Park.
- Information Sheet on Safety for Bears and other Wildlife in Laurel Park was updated and provided to all residents and homeowners. Laurel Park was inspected for any existing bird feeders and homeowners were notified to remove them.
- Property Officer continually updated the current guidelines for Covid-19 in MA and Northampton, for use in Laurel Park event planning.
- Arranged for Pancione to repair leaking hose at Community Gardens.
- Library Repairs: Property Committee worked with the Library Committee to hire an electrician, update wiring, add outlets and a baseboard radiator, remove the old knob and tube wiring, and install ceiling fan and light. We also arranged for a contractor to provide installation of a new ceiling and baseboard / crown molding and new brass mail slots. The Library Committee

worked diligently to clean out the room, clean the old mailboxes, prep / prime and paint the entire room and floor, along with various library shelves and a bench.

- Cleaned out the gardens by the front gate; meditation garden; Barb Wyman Way Garden, and the beds by the Dining Hall and Fountain; by the Springfield Street Parking Lot; and along Northampton Street; and planted some new or transplanted perennials in these areas.
- Monitored, cleaned up, or arranged for clean-up, of trash left at the mailboxes and outside dumpsters throughout the year, including shelves, mattress, table and chairs, toxic paints, air conditioner, several TV's, Electronic equipment, and much more.

V. Review of Robert's Rules

- A. Remarks will be limited to 2 minutes
- B. Individuals will be allowed to speak twice during any discussion
- C. All people who wish to speak will be allowed to do so before allowing anyone to speak for a second time
- D. The wording of the bylaw amendments has been reviewed by our attorney, therefore voting will be taken on the amendments as presented, with no modifications to be made at this meeting.

VI. Introduction by Seth of new Long Term Planning Special Committee formed by the EC.

Long term planning is an essential element of any organization. Such planning involves an evaluation of challenges and opportunities, the definition of goals, and the development of strategies and tactics in the service of those goals.

To name a few the long-term issues that have recently come to the fore:

- Maintenance and use of common buildings
- Sustainable governance practices
- Land use, adaptation to changes in the landscape brought about by plant disease, invasive species, and climate change
- Integrating our community into the city sewer system
- Installing wind turbines for generating electricity

The EC is too engaged in day-to-day operations to devote itself to the research and discussion that this planning requires, so, under the auspices of Section 3.11.1, we have established a Special Committee for this purpose. The Long-Term Planning Committee will initially be composed of five (5) homeowners to be appointed by the EC. Having been appointed, the committee will elect a chairperson and whatever other officers it deems necessary.

The Committee will draft its own governing rules, which will be subject to approval by the EC.

The Committee will submit a written report of its activities, findings and recommendations in writing to the EC at each monthly EC meeting. When there is no activity to report, the committee will register “no report”. More frequent communications and meetings may be conducted as required.

It seems logical that each committee member will focus on one or more specific topics of interest, forming subcommittees to work on those specific interests. Committee members are encouraged to elicit the participation of homeowners in the work of the committee.

Due to the nature of the work of the Committee there is no requirement for it to meet on a regular basis so long as a monthly report is submitted to the EC.

If you’d like to sign up for the Long Term Planning Committee, please submit your name to the clerk prior to the November 8 EC meeting, at which time the committee appointments will be made.

VII. **MOTION TO Approve 2020 Annual Meeting Minutes. PASSED.**

VIII. Presentation by LPA

- A. Acknowledges the participation and cooperation of the EC in taking over the maintenance of the common buildings and supporting the work of the LPA.
- B. Special acknowledgement of Jaime Morton’s contribution to promoting and organizing events.
- C. Winter festival last winter that was well attended.
- D. Dennis Tarpey mentioned history presentation taking place tomorrow
- E. Next year is the sesquicentennial of Laurel Park and suggests that the EC set aside funds for potential celebratory events.

IX. Presentation by SU

- A. Last year HALP granted the Social Union \$1,500.
- B. Due to the Pandemic, many traditional events did not happen. The President of the Social Union started a relief fund for residents of Laurel Park. The relief fund distributed \$1,899. Events that did occur included:
  - 1. the Strawberry Social;
  - 2. two Gardening Speakers;
  - 3. the Halloween / Pet Parade;
  - 4. decorating the Front Gates with plants and Holiday lights.
- C. This year we hope to present:
  - 1. Pumpkin carving and Pumpkin scare crows;
  - 2. a return of the Halloween / Pet Parade; (with Hot Cider and treats)

3. Decorating the front Gate;
4. Winter Solstice, Bonfire at the friendship fire place with Hot Chocolate and treats;
5. A New Years Eve Illumination;
6. May Day Celebration, (possibly 1872 themed); Strawberry Social;
7. A Barbeque picnic; a Geocache event
8. IF COVID ALLOWS:
  - a. A return of the Harvest / Newcomers welcome dinner;
  - b. Coffee hour in Normal Hall;
  - c. Movie Nights;
  - d. Trivia nights;
  - e. a scavenger Hunt;
  - f. a series of History vignettes (tied in with the sesquicentennial)

X. Review and Vote on Proposed Budget

A. Proposed Budget in APPENDIX I

B. **MOTION:** Accept the Proposed Budget for 2022.

C. **Discussion:**

1. Sandra Hanig asks for clarification of new arrangement with LPA that HALP would assume maintenance of common buildings. Chapel, unit #20 LPA has permanent easement. LPA and HALP.
  - a. Darcy pointed out that negotiation are still in progress.
  - b. Seth noted that it's in the interest of the park to keep common buildings from falling into disrepair
2. Judson asked about the increased expense for maintenance of Normal Hall.
  - a. Darcy responds that after inspection it was found that maintenance that had previously been neglected is required.
  - b. Colleen notes that this is part of a shift in attitude toward be proactive rather than reactive. There is also paving that will be due next year.
3. Ed Cheal asks about the amount of the reserve and how is that amount determined.
  - a. Darcy responds that our target recommended by attorney and accountant is enough to carry us for a year. Health is considered 10% and we are beyond that. We contemplate using some reserves to avoid potential assessment on capital projects.
4. Judson asks why the Contingency amount has been reduced from \$15,000 to \$4,000.
  - a. Darcy explains that the purpose of the Contingency line is to allocate funds unanticipated expenses rather than juggling amounts in other line items. It's lower this year because we feel we've done a better job of allocating funds to specific categories.

D. Vote: **PASSED**

- XI. Judson acknowledges the outstanding work of the Property Committee
- XII. Review and vote on proposed by-laws
  - A. **MOTION TO AMEND** the following bylaw.
    - 1. **Section 3.4.1**
      - a. **Original**  
The Officers shall be Trustees. Trustees shall serve for a TWO (2) year term and not serve more than FOUR (4) successive years in a given office except as provided for in Section 3.4.3. They shall serve until their term has expired and a successor is elected. Those whose term has expired will be replaced at the Annual Meeting. (Amended @ 1998, 2000, 2002, 2006, 2008, 2010 Annual Meeting)
      - b. **Amendment Proposed**  
The Officers shall be Trustees. Trustees shall serve for a TWO (2) year term and not serve more than FOUR (4) successive years in a given office except as provided for in Section 3.4.3. They shall serve until their term has expired and a successor is elected at the Annual Meeting. All terms of office will begin on January 1 of the year following the scheduled Annual Meeting, and end on December 31 of the final year of the term. This will allow a two-month transition period between Officers. (Amended @ 1998, 2000, 2002, 2006, 2008, 2010 Annual Meeting)
    - 2. **Discussion:** No Discussion
    - 3. **Vote:** PASSED
  - B. **MOTION TO AMEND** the following bylaw:
    - 1. **Section 11.8.4**
      - a. **Original**  
In accordance with Northampton City Code, (section 128-9) dogs shall be held and restrained by chains or leashes at all times and in the presence and under the immediate control of their owner or a person capable of controlling the movements of the dog. No dog feces shall be left anywhere on HALP property. Those responsible for dogs shall ensure that the property of HALP and of the other Unit Owners, and the safety of all persons and pets, is respected. (Amended @ 1998, 2008 Annual Meeting)
      - b. **Amendment Proposed**  
Those responsible for dogs shall ensure that the property of HALP and of the other Unit Owners, and the safety of all persons and pets, is respected.
        - (A) While walking in the park, all dog owners must comply with Northampton City Code, (section 128-9). Dogs shall be held and restrained by chains or leashes at all times and



in the presence and under the immediate control of their owner or a person capable of controlling the movements of the dog.

(B) All dog owners must clean up their dog's feces and shall not leave dog feces anywhere on HALP property except appropriate trash receptacles.

(C) No dog may be tethered outside any unit on HALP Common Areas at any time.

**2. Discussion:**

- a. Jaime Morton: Disagrees with the ban on tethering as it greatly impacts her enjoyment of her home.
- b. Louis Hasbrouck: Research available minutes dating from 2009 and found 14 complaints about dogs over that time, 3 not cleaning, 3 barking, 5 off leash, only one about dog being tied
- c. Kathy Murri: Was on EC at the time this bylaw was amended. Interpretation of Northampton law was that since common land is not owner's property, tethering is illegal.
- d. Louis Hasbrouck: (continues). Does not believe tethering creates a problem, and that the current rules are sufficient. The tethering section addresses a problem that is almost non-existent.
- e. Judson Brown: Why was the previous iteration of the bylaw amendment nixed in favor of the current one. Darcy responds that the change was made under the advisement of our attorney.
- f. Karen Gaggin: Agrees with Louis to vote against the bylaw. Tethered dog is safer than a hand-held dog.
- g. Denise Wagner: Since 1984 has only experienced one incident of a dog getting loose and threatening people. Opposes restricting people's right to enjoy their dogs.
- h. Jaime: Supports supervised tethering. Has learned that most homeowners are covered by their insurance for damages incurred by their dog.
- i. Darcy clarifies that even though homeowner is covered, the HALP could be sued.
- j. Sandra Hanig: Does not think that the mere possibility of being sued justifies such restrictive rules. Less restrictive, but serious rules would support our case in court.
- k. Jean Listinsky: Fears additional liability.
- l. Kathleen Hasbrouck: Does the lawyer's personal feelings about dogs affect his legal opinion. Walking a dog opens us the same liability as tethering, so does this imply that we will have to ban the walking of dogs.
- m. Clare Higgins: Thinks that our sensitivity to liability is excessive and we should not react to potential vs. actual danger. Voting against.
- n. Peter Russell: Did lawyer suggest a way to allow tethering while at the same time protecting the homeowners from liability.

- o. Darcy responds that we did not ask that question of the lawyer
- p. Ruth Lundeberg: There are state laws that cover tethering specifically.
- q. Sandra Hanig: In favor of better, less restrictive wording.
- r. Shivani Kleinerman: In favor of supervised tethering, but asks what we're left with if the amendment is not adopted. Darcy will read the existing bylaw before the vote is taken.
- s. Lauren Vitiello: Just because you allow something doesn't mean that everyone will do it.
- t. Ruth Lundeberg: Reads the Northampton Ordinance on dog control.
- u. Shivani: Suggests that a committee be formed to address this issue regardless of the outcome of the vote.

3. Vote: **FAILED**

C. **MOTION to Amend** the following bylaw:

1. **Section 11.8.10**

a. **Original**

There will be parking facilities in the Park only for cars, small trucks and motorcycles. Parking for all other vehicles (trailers and RV's under 23 feet) shall be limited to FOUR (4) spaces in an area or areas designated by the Executive Committee and be approved by the Executive Committee for one year. Spaces may be approved for additional years annually by the Executive Committee. Otherwise, RV's may park near the unit of their owner while (1) the RV is actively being loaded or unloaded, (2) for a 72- hour period to load immediately before or immediately after a trip. There will be no parking of boats. No unregistered vehicle is allowed in the Park. If a vehicle appears to be unregistered, the Unit Owner will be given a notification in writing of a time limit to update the registration and provide proof to the Executive Committee. If the time elapses without the necessary registration, fines will be assessed. Vehicles in parking lots must be moved within 24 hours of the end of a snowstorm to allow for thorough plowing of the lot. The Executive Committee has the right to tow a vehicle that has not been moved within 24 hours. The cost of towing will be paid by the Unit Owner.  
(Amended @ 1991, 2000, 2011, 2015, 2019 Annual Meeting)

b. **Amendment Proposed**

There will be parking facilities in the Park only for cars, small trucks and motorcycles. Parking for all other vehicles (trailers and RV's under 23 feet) shall be limited to spaces in an area or areas designated by the Executive Committee and may be rented for \$50 a year from January 1 to December 31. Current renters will be asked to renew the rental by the Annual Meeting date for the following year. If they choose not to renew the rental, they

must vacate the space by December 31. RV's may park near the unit of their owner while (1) the RV is actively being loaded or unloaded, (2) for a 72- hour period to load immediately before or immediately after a trip.

There will be no parking of boats. No unregistered vehicle is allowed in the Park. If a vehicle appears to be unregistered, the Unit Owner will be given a notification in writing of a time limit to update the registration and provide proof to the Executive Committee. If the time elapses without the necessary registration, the Executive Committee has the right to tow a vehicle at the expense of the Unit Owner.

Vehicles in parking lots must be moved within 24 hours of the end of a snowstorm to allow for thorough plowing of the lot. The Executive Committee has the right to tow a vehicle that has not been moved within 24 hours. The cost of towing will be paid by the Unit Owner. (Amended @ 1991, 2000, 2011, 2015,2019 Annual Meeting)

2. Discussion:
  - a. Louis Hasbrouck asks: Do trailers have to be moved for snow-plowing. Colleen replies that they don't have to be moved. Louis thinks that the wording implies that trailers have to be moved and wording should be adjusted.
3. Vote: **PASSED**

XIII. Review nominations and vote for officers and committee members

The Nominating Committee presented the following slate of candidates:

- A. VICE PRESIDENT: 2-year term
  1. Laura Wallis unit 59 ELECTED
- B. FINANCE OFFICER:2-year term
  1. Ruth Lundeberg unit 64 ELECTED
- C. CLERK: 1-year term
  1. Seth Wilpan unit 86 ELECTED
- D. MEMBER AT LARGE 1: 2-year term
  1. Lauren Vitiello unit 114 ELECTED
- E. MEMBER AT LARGE 2: 1-year term
  1. Sandra Hanig unit 65 was nominated from the floor and ELECTED

- F. PROPERTY COMMITTEE: 5 Members Total / 3 up for election / All 2-year terms
  - 1. Joni Sexauer unit 75 ELECTED
  - 2. Peter Russell unit 7 was nominated from the floor and ELECTED
- G. NOMINATING COMMITTEE: 3 Members Total / 3 up for election / All 1-year terms
  - 1. Alexa Mignano unit 12 ELECTED

XIV. Open Discussion

- A. Sandra Matthews: Invites us to join the history of LP event tomorrow morning.
- B. Sandra Hanig: Had hoped that there would be more new homeowners at this meeting, and invites the new homeowners who are present to introduce themselves:
  - 1. Ed Cheal's son is living at unit 81, doing work on the unit and is an experienced animal training, including working with dogs.
  - 2. Peter Russell is a botanist with a passion for mycology.
- C. Iliia Cornier-Rivera: Thanks to Darcy and the EC. Encourages everyone to get involved in the social union.
- D. Shivani Kleinerman: Thinks this is the best run meeting ever and extends thanks to EC.
- E. Darcy Johnson: Thanks to all who have been in communication with her. Governance of HALP is like nailing jello to a tree. 50% of park has turned over in the last 6 years.

XV. Adjourn

- A. **MOTION TO** Adjourn:
  - 1. **PASSED** in the absence of a quorum. Meeting adjourned at 12:20 PM.

**APPENDIX I: HALP 2022 BUDGET**

<b>2022 HALP Budget</b>
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Major Account	Sub Account	Detail	Budget	Sub Account Total	Account Total
4000 - Income					
	4100 - Fees				
		4110 · Service Fees	237,600.00		
		4120 · Rental Income	19,800.00		
		4130 - Transfer Fees			
		4100 Total		257,400.0	0
	4900 · Other Income				
		4925 · Miscellaneous Income	1,000.00		
		4900 Total		1,000.00	
				Income Total	258,400.00
5000 · Maintenance					
	5100 · Building Maintenance				
		5115 · Miscellaneous Building Maint	250.00		
		5120 · NORMAL HALL	18,000.00		
		5121 · Dining Hall	1,000.00		
		5122 · P.O. Building	500.00		
		5123 · Red Barns	500.00		
		5124 · Salt Barn	500.00		
		5125 · Tabernacle	500.00		

**APPENDIX I: HALP 2022 BUDGET**

5126 Chapel	500.00	
5130 · Supplies	4,000.00	
<b>5100 Total</b>		<b>25,750.00</b>

5200 · Grounds Maintenance

5201 · Grounds Maintenance Other	5,000.00	
5205 · Snow Removal	20,000.00	
5210 · Mowing (outside vendor)	7,000.00	
5211 · Piles/Sticks/Debris Removal	12,000.00	
5215 · Spring Cleanup	4,000.00	
5220 · Fall Cleanup	5,000.00	
5230 · Special Projects	3,000.00	
5245 · Assorted Routine Maintenance	1,000.00	
5255 · Landscaping	5,000.00	
<b>5200 Total</b>		<b>62,000.00</b>

5500 Contingency

5510 - All Contingency	2,870.00	
5520 · Drainage Maintenance		
5530 · Tree Trimming & Misc Tree Work		
5540 · Road Maintenance Non Asphalt		
5550 · Water Line Maintenance		
<b>5500 Total</b>		<b>2,870.00</b>

6000 · Overhead

6100 · Utilities

6105 · Water	29,000.00
6110 · Electric	3,000.00
6116 · Normal Hall Propane PARLA 2	1,800.00
6117 · Post Office Propane PARLA 3	1,500.00
6118 · Dining Hall Propane LAUHOM	150.00
6120 · Rubbish Removal	13,000.00

**APPENDIX I: HALP 2022 BUDGET**

	6100 - Total	48,450.00
6200 · Insurance		
6204 · Bond	380.00	
6205 · Building & Liability	14,500.00	
6206 · Dishonesty	400.00	
6210 · Directors & Officers	1,600.00	
	6200 Total	16,880.00
6300 · Taxes		
6315 · Real Estate Tax	450.00	
6320 · Federal Income Tax	5,000.00	
6321 · Mass State Income Tax	1,500.00	
	6300 Total	6,950.00
6400 · Professional Fees		
6405 · Legal Fees	3,000.00	
6410 · Accounting Fees	2,500.00	
	6400 Total	5,500.00
6500 - Improvements		
6515 · Tree Removal	30,000.00	
	6500 Total	30,000.00
6600 · Administrative Expense		
6605 · Copies	1,000.00	
6610 · Postage	750.00	
6615 · Miscellaneous Office Expense	500.00	
6620 · Social Union and LPA Contributions	3,000.00	
6630 · Empowered HOA	1,000.00	
	6600 Total	6,250.00
6700 · Stipend Payments		
6722 · President	1,600.00	
6723 · Vice President	400.00	

**APPENDIX I: HALP 2022 BUDGET**

	6724 · Treasurer	400.00		
	6725 · Clerk	1,000.00		
	6726 · Property Chair	1,600.00		
	6700 Total		5,000.00	
6800 · Property Management				
	6810 - Property Manager - Pancione Assoc.	36,000.00		
	6800 Total		36,000.00	
6900 · Miscellaneous				
	6902 · Small Equipment Purchase	250.00		
	6910 · Bank Service Charges	500.00		
	6900 Total		750.00	
7000 - Other Assets				
7100 · Reserve			246,400.00	
	TOTAL BEFORE RESERVE CONTRIBUTION		0	246,400.00
	7050 · Reserve Account Contributions	12,000.00		
	GRAND TOTAL	\$ 258,400.00		
	Balance	0.00		



## ***APPENDIX II: 2021 HALP Budget***