

2004-01-12_BDGN.pdf

**Glastonbury Landowners Association
Board of Directors Meeting Minutes**

January 12, 2004

FINAL

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1. Call to Order, Prayer

The meeting was called to order by David Tonkin at 7:17 p.m, at Golden Ratio Woodworks. James Kozlik gave the opening prayer.

PRESENT: David Tonkin (President), James Kozlik (Vice-President), Janet Naclerio (Secretary), Cynthia Blocker (Treasurer), Edward Anderson, Orlando Johnson, Pamela May, Charlotte Mizzi and James Trisdale (JT)

ABSENT: Kristen Hardesty, Philip Hoag, Edwin Johnson

PROXIES: Edwin to Charlotte

ALSO ATTENDING: Denise Orr (GLA secretary), Clare Parker (Bookkeeper), Linda Kremer (Landowner) and Penelope Price (Landowner)

2. Reading and Disposition of the Minutes General Business

December 2, 2003 Meeting Minutes

MOTION: Janet motioned and Charlotte seconded to approve the Dec. 2, 2003 meeting minutes as amended. Motion carried.

3 General Business

3.1 New Business

ACTION ITEM - Write up of committee duties. Tabled

3.2 Old Business. None

4. Report of Officers and Committees

4.1 Treasurer's Report: Cynthia Dodge-Blocker, Treasurer

Cynthia passed out "December 2003 Checkbook Transactions" and "Balance Sheet As of December 31, 2003" and "Income and Expense Budget Overview January through December 2003." A few corrections will be made to pg.1 of December 2003 Checkbook Transactions and will be sent to David and Denise for files.

4.1.1. Old Business

ACTION ITEM – Mail contractor waiver notices. Pending

4.1.2. New Business

Linda Kremer, on behalf of the SGTC Board (South Glastonbury Teaching Center), presented a request for retroactively waiving the SGTC assessments. She reviewed the history of the TC's request for the waiver.

MOTION: Charlotte motioned and Pamela seconded to approve waiving the SG Teaching Center's past assessment fees of \$240, including penalties and interests. This means that the SGTC has no outstanding assessment fees to the GLA. Motion carried.

Linda requested written verification of the assessment fee waivers.

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4.2 Architecture Subcommittee Report – Jim Kozlik and Pamela May, Co-chairs

4.2.1 Old Business

ACTION ITEM – Research amount Church owes GLA. Pending

ACTION ITEM – Date when Paul Rantalalo is to remove his mobile home.

GLA received a letter from Paul in November 2003 saying trailer would be removed by the end of the year. He sent a second letter in December 2003 stating his present construction on his property would delay trailer removal. GLA to write to Paul for clarification.

ACTION ITEM – Follman's Driveway. Tabled

ACTION ITEM – Send Application approval form to Newhouse. Done

ACTION ITEM – Clean up of Pedro Pinardo's construction site 32 SG.

David reported that Pedro has cleaned up the site. Denise to write Pedro explaining that sanitation bond will not be refunded until construction has been completed.

STATUS Report - Parcel 97 & 98 Road Construction Application/Kathleen Ramp.

David reported that at the special Board meeting on January 9, the Board agreed to approve Kathleen's road construction subject to 12 conditions. (See January 9, 2004 Meeting Minutes) On February 11, David faxed the approval/conditions to Kathleen (see attached). Kathleen called David and stated she accepted the conditions but questioned No. 7 concerning where the road enters Hercules. Kathleen will meet with her surveyor and engineer to discuss this issue. Board agreed that GLA should write a letter to neighbors concerning blasting and the easements involved with Kathleen's project.

4.2.2 New Business

Lot 35-A (SG), Kletter/Parker Residence Construction Application.

Board reviewed and discussed the above application and various issues such as who owns the property, traveling to the Twin Pillar's shelter requires passing through the parcel to the North and safety hazards of the Twin Pillar's shelter located on the same lot. The board agreed to write two letters.

- The first letter would request more information concerning: (1) who is the applicant for this project; (2) who owns Tract 35-A; (3) clarify the footing for the house, and ; (4) request a plat map for Parcel 35 showing all tracts and existing house locations.
- The second letter would be addressed to Twin Pillars Shelter requesting action to remedy the safety hazards on Lot 35-A, SG.

Lot 2-A (NG) Suidivision Application/Marjorie Lombard.

Board reviewed Tract 2-A subdivision. James Kozlik reported that he spoke with Marjorie

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about the possibility that the State might not allow her to subdivide again since this is her second minor subdivision. He suggested that she might want to contact the state/county about this issue before submitting her application to GLA. James stated that Marjorie told him she preferred to seek GLA approval first before checking about this requirement.

MOTION: James motioned and Charlotte seconded to approve the Lot 2-A subdivision provided Marjorie designates a road easement from the existing private road to the subdivided property and provided that the subdivision meets the county's requirement. If Marjorie wants to change her application, she must submit an amended application. Approval is granted for 18 months and an extension may be granted at the discretion of the Board. Motion carried.

Lot 33 (NG)/Pouwel Gelderloos Construction of Shop w/Apartment

David reported that Powel has started construction of a shop with reportedly an apartment over it. In 2000, the GLA Board Meeting Minutes state that the Board approved the construction of a garage application from Pouwel. However, the GLA has no paperwork except for approval for a shop in 2001 Meeting Minutes. Board agreed to explore situation further.

Note re. Parcel 33/NG. David reported that our records show that Mansaw, Meijer, Gelderloos and Duke are owners of Parcel 33. This parcel was partitioned into five tracts by Court order and was not approved as a subdivision by either GLA or the County.

Lot 30-E NG, Rantello – Removal of trailer. See ACTION ITEM above.

Lot 61-B SG – Preliminary review of house. Tabled.

New Policy: Timeline for Completion of a Subdivision

The Board discussed the need to establish a time limit for the completion of a subdivision once GLA has approved a subdivision.

MOTION: James Kozlik motioned and Charlotte seconded to require that landowners applying for a subdivision must complete the subdivision within one year. If the subdivision isn't completed within the year, the landowner will need to apply to the Board for a time extension to complete the subdivision. AMMENDMENT TO MOTION: Orlando motioned and JT seconded to change the "one year" requirement to "18 months." Amendment and motion carried.

New Policy: Timeline for Completion of a Construction Project

The Board discussed the need to establish a time limit for the completion of construction projects that GLA approves.

MOTION: JT motioned and Charlotte seconded that construction projects must be completed within one year. For building projects, just the exterior (e.g.: the siding, windows, roof including shingling and secured doors, etc.) need to be completed within the one year period from the date of GLA approval. If the project is not completed within one year (12 months), the landowner must apply for a time extension to complete the project. Motion carried.

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4.3 Road & Weed Committee Report – Philip Hoag and JT Trisdale, Co-Chair

4.3.1 Old Business

ACTION ITEM – Research Matt Scoplite handling our weed spraying. Tabled

4.3.2 New Business

Paving Glastonbury Roads

David reported that John Fanuzzi told him that he may be going into the paving business this summer. He expects costs between \$0.55-0.60 cents per square foot. David reviewed that we have approximately 2 miles of roads in both North and in South Glastonbury that are candidates for paving. This translates into a cost of about \$312,000. We would need to increase assessments to pay for the paving and will need 51% approval of Glastonbury landowners for an assessment increase. David will continue to review the possibilities.

4.4 Complaint Committee Report – Charlotte Mizzi – Chair

4.4.1 Old Business

ACTION ITEM – Status of Parcel 32 (NG) Ulrich.

Penelope Price gave an overview on the Tim Dolan Compassionate Communication method and gave testimony that Tim Dolan successfully assisted in mediating a long term issue between her family and another landowner. If Ulrich agrees to participate in a mediation process, the Board agreed to hire Tim to help mediate between GLA and Ulrich regarding the issues which we have been trying to resolve with Ulrich through our attorney.

ACTION ITEM – Status of removing rock pile above culvert. Tabled

ACTION ITEM – Status of Cleanup on Hansard property. Tabled

4.4.2 New Business

Complaint from Vernon and Nye re: Goodson Dog Attacking Their Daughter's Dog.

David reported that he spoke to the Nyes and recommended they report the incident to the police, which they have done. GLA will write a letter to the landowner who is renting to Goodson and copy to Goodson and the Nyes.

4.5 Land Use Master Plan Committee Report – Charlotte Mizzi, Chair

4.5.1 Old Business

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ACTION ITEM – Letter to Landowners postponing Master Plan meeting. **Done.** (See attached.)

4.5.2 New Business

Master Plan, Maps. Landowner comments.

Board agreed that the Master Plan Committee, David and Denise should meet on Thursday, Jan. 15 at 7:30 p.m. at the Golden Ratio cafeteria to discuss the details of the questions and concerns that landowners have about the Master Plan and to plan the February 21st meeting.

4.5 Recreation Committee Report – Janet Naclerio – Chair

4.5.1 Old Business

ACTION ITEM – Legal Formation of PVRC

David reviewed that our attorney told him there was a community, similar to ours, that wanted to beautify their parklands and applied to become a charitable tax exempt organization—it was denied by the IRS because it appeared to be self-serving. Our attorney suggested that we do further research before proceeding with this application based on the fact that the GLA would be taking a risk with the high cost of applying for tax exempt status. The Board discussed in detail many factors regarding the legal formation of PVRC and whether PVRC or the GLA should be responsible for the research and expense involved.

MOTION: Charlotte motioned and Edward seconded for the GLA to take the necessary steps, including paying the legal fees, to make the PVRC a separate tax-exempt organization (not a 501-3 C). Motion carried.

ACTION ITEM - Status of Filing Parcel 16-A to be a part of Glastonbury. Tabled

4.5.2 New Business. None

4.6 Web Site Committee Report - Edward Anderson, Chair

4.6.1 Old Business

ACTION ITEM – List of Realtors. Tabled

ACTION ITEM – Send Edward documents to place on Website. Tabled

4.6.2 New Business

Link extra Glastonbury website name to original. Tabled

4.8 Clean-up Committee Report – Kristen Hardesty, Chair. No report.

4.9 Ombudsman Report – Jeanie Campbell (SG) & Richard Johnson (NG). No report.

5. Other Business

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5.1 Shelter Insurance.

ACTION ITEM – List of points to consider regarding shelter insurance. Tabled

6. Next Meeting and Adjournment The meeting was adjourned at 10:45 p.m. with no further business. The next meeting will be held February 2, 2004 at Golden Ratio Woodworks Cafeteria, 7 p.m.

NEW ACTION ITEMS:

- TR011203.1 Denise to send a letter to SGTC confirming retroactive waiver of their assessment fees.
- TR011204.2 Cynthia to send corrected versions of Dec. 2003 Checkbook Transaction document to David and Denise. **Done.**
- AR011204.1 Denise to send revised waiver form to website and those who have project application forms.
- AR011204.2 Denise to send letter to Paul Rantalio for clarification re: removal of trailer. **Done**
- AR011204.3 Denise to send letter to Pedro Pinardo re: sanitation bond. **Done**
- AR011204.4 David/Denise to send letter to neighbors concerning blasting and easements. **Done**
- AR011204.5 Denise/David to send application approval to Kathleen Ramp. **Done.**
- AR011204.6 Denise/David to send letter to Kletter/Parker re: Application for Construction of Residence Lot 35-A: **Done.**
- AR011204.7 Denise/David to send letter to Twin Pillars Shelter re: safety hazards. **Done.**
- AR011204.8 Denise to send project approval for Lot 2-A (NG) Lombard Subdivision. **Done**
- AR011204.9 Denise to draft new policies regarding approval time limits for subdivisions and construction projects and incorporates into GLA project application forms and approval forms.
- AR011204.10 David to ask our attorney regarding the status of Parcel 33/NG Subdivision and Pamela to research. **Done**
- CP011204.1 David to contact K. Ulrich re: mediation meeting. **On going**

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- CP011204.2 Denise to draft letter to the owner of Goodson apartment and cc to Goodson and the Nyes. **Done. but letter is on hold.**
- RC011204.1 Orlando to research other organizations (with background similar background to PVRC) that have been tax exempts status. .
- RC011204.2 David to take the necessary steps, including paying the legal fees, to make the PVRC a separate tax-exempt organization (not a 501-3C). GLA to develop rules and bylaws to be developed for the operation of the PVRC.

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Glastonbury Landowners Association, Inc.
Board of Directors Meeting Agenda
January 12, 2004

1. **Call to Order, Opening Prayer**
2. **Reading and Disposition of Minutes**
December 2, 2003
3. **General Business**
 - 3.1 **New Business**
ACTION ITEM – Write up of committee duties
4. **Report of Officers and Committees**
 - 4.1 **Treasurer's Report** – Cynthia Dodge-Blocker, Treasurer
 - 4.1.1. **Old Business**
ACTION ITEM – Add Subdivision waiver to Architectural Application form
ACTION ITEM – Mail contractor waiver notices
 - 4.1.2. **New Business**
* Request for retroactive granting of charitable organization status
 - 4.2 **Architecture Subcommittee Report** – Jim Kozlik and Pamela May, Co-chairs
 - 4.2.1. **Old Business**
ACTION ITEM – Research amount Church owes GLA
ACTION ITEM – Date when Paul Rantalo is to remove his mobile home [Robert]
ACTION ITEM – Follman's Driveway [David]
ACTION ITEM – Send Application approval form to Newhouse [Denise]
ACTION ITEM – Clean up of Pinardo construction site 32 SG
 - 4.2.2. **New Business**
* **Lot 35-A SG** – Kletter/Parker Architectural review
Owner is Twin Pillars – Do we need approval statement from Twin Pillars?
* **Lot 2-A NG** – Lombard Subdivision
* **Lot 33 NG** – Architectural Review
Lot 30-E NG – Removal of trailer
Lot 61-B SG – Preliminary review of house
 - 4.3 **Road & Weed Committee Report** – Philip Hoag and JT Trisdale, Co-Chair
 - 4.3.1. **Old Business**
ACTION ITEM – Research into Matt Scoplite doing our weed spraying [David]
 - 4.3.2. **New Business**
* Paving Glastonbury Roads
 - 4.4 **Complaint Committee Report** – Charlotte Mizzi – Chair
 - 4.4.1. **Old Business**
• ACTION ITEM – Status of Parcel 32 (NG) Ulrich [David]
* Proceed to Mediation
ACTION ITEM – Status of removing rock pile above culvert [David]
ACTION ITEM – Status of Cleanup on Hansard property [David]
 - 4.4.2. **New Business**

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Board of Directors Meeting Agenda
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4.5 Land Use Master Plan Committee Report – Charlotte Mizzi, Chair

4.5.1. Old Business

ACTION ITEM – Letter to Landowners postponing Master Plan meeting *[David]*

4.5.2. New Business

* Master Plan *[David]*

Maps *[David]*

Landowner comments

4.6 Recreation Committee Report – Janet Naclerio – Chair

4.6.1. Old Business

ACTION ITEM – Legal Formation of PVRC

* Review possibility of becoming charitable tax exempt foundation

Other similar organizations *[Orlando]*

Costs *[David]*

ACTION ITEM: Filing Parcel 16A is now part of Glastonbury

4.6.2. New Business

4.7 Web Site Committee Report - Edward Anderson, Chair

4.7.1. Old Business

ACTION ITEM – List of Realtors *[Denise]*

ACTION ITEM: - Sending Edward and Placement of documents on Website

Maps *[David]*

Standards *[David]*

4.7.2. New Business

Link extra Glastonbury website name to original *[Edward]*

4.8 Clean-up Committee Report – Kristen Hardesty, Chair

4.9 Ombudsman Report – Jeanie Campbell (SG) & Richard Johnson (NG)

5. Other Business

5.1 Shelter Insurance *[Orlando]*

ACTION ITEM – List of point to consider regarding shelter insurance *[Orlando & Philip]*

6. Next Meeting and Adjournment

* Main items of discussion

01/12/04

Glastonbury Landowners Association, Inc.
Balance Sheet
 As of December 31, 2003

	<u>Dec 31, '03</u>
ASSETS	
Current Assets	
Checking/Savings	
1st National Bank Checking	3,724.19
1st National Bank Savings	<u>7,198.65</u>
Total Checking/Savings	10,922.84
Accounts Receivable	
Accounts Receivable	<u>57,242.10</u>
Total Accounts Receivable	57,242.10
Other Current Assets	
Undeposited Funds	<u>196.50</u>
Total Other Current Assets	<u>196.50</u>
Total Current Assets	68,361.44
Fixed Assets	
Paved Roads	<u>1.00</u>
Total Fixed Assets	<u>1.00</u>
TOTAL ASSETS	<u>68,362.44</u>
LIABILITIES & EQUITY	
Liabilities	
Long Term Liabilities	
Road Pavement Loan	<u>244,312.31</u>
Total Long Term Liabilities	<u>244,312.31</u>
Total Liabilities	244,312.31
Equity	
Beginning Balance	11,816.51
Opening Bal Equity	-244,401.10
Retained Earnings	67,480.62
Net Income	<u>-10,845.90</u>
Total Equity	<u>-175,949.87</u>
TOTAL LIABILITIES & EQUITY	<u>68,362.44</u>

01/12/04

Glastonbury Landowners Association, Inc.
Income & Expense Budget Overview
 January through December 2003

	<u>Jan - Dec '03</u>	<u>Budget</u>	<u>\$ Over Budget</u>
Income			
1. General Income			
Church, for Road Paving Loan	1,798.10	2,550.00	-751.90
Interest Income	335.26	499.92	-164.66
Misc. Income	0.00	99.96	-99.96
Sanitation Bond Account	1,250.00	99.96	1,150.04
1. General Income - Other	<u>1,837.75</u>		
Total 1. General Income	5,221.11	3,249.84	1,971.27
2. Assessments			
Assessments prior to 1998	254.76	99.96	154.80
Dwelling Assessment 1998	0.00	99.96	-99.96
Dwelling Assessment 1999	210.00	300.00	-90.00
Dwelling Assessment 2000	226.30	799.92	-573.62
Dwelling Assessment 2001	272.63	999.96	-727.33
Dwelling Assessment 2002	2,420.53	5,400.00	-2,979.47
Dwelling Assessment 2003	20,245.66	22,896.00	-2,650.34
Golden Age Village Assessment	5,880.00	10,290.00	-4,410.00
Land Assessment 1998	120.00	99.96	20.04
Land Assessment 1999	330.00	499.92	-169.92
Land Assessment 2000	631.65	999.96	-368.31
Land Assessment 2001	1,625.52	1,500.00	125.52
Land Assessment 2002	4,073.12	6,289.92	-2,216.80
Land Assessment 2003	<u>33,336.03</u>	<u>36,936.00</u>	<u>-3,599.97</u>
Total 2. Assessments	69,626.20	87,211.56	-17,585.36
3. Late Fees/Finance Charges			
Finance Charges	1,796.62	1,999.92	-203.30
Five Percent Penalty	<u>326.91</u>	<u>500.00</u>	<u>-173.09</u>
Total 3. Late Fees/Finance Charges	<u>2,123.53</u>	<u>2,499.92</u>	<u>-376.39</u>
Total Income	76,970.84	92,961.32	-15,990.48
Expense			
A. Business Expenses			
1. Banking Fees	101.00	30.00	71.00
2. Gifts & Donations	1,000.00	999.96	0.04
3. Insurance	6,078.61	6,000.00	78.61
4. Licenses	15.00	30.00	-15.00
5. Lien Filing	1,038.15	600.00	438.15
6. Rentals	630.00	139.92	490.08
7. Sanitation Bond Refunds	750.00	999.96	-249.96
8. Taxes	241.40	99.96	141.44
Refund on Overpayment	<u>300.00</u>		
Total A. Business Expenses	10,154.16	8,899.80	1,254.36
B. Office Expense			
1. Copying	1,049.54	499.92	549.62
2. Postage	1,394.68	549.96	844.72
3. Office Supplies	513.17	499.92	13.25
4. Misc. Expenses	39.96	399.96	-360.00
5. Refreshments	<u>329.10</u>	<u>300.00</u>	<u>29.10</u>

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Glastonbury Landowners Association, Inc.
Income & Expense Budget Overview
 January through December 2003

	<u>Jan - Dec '03</u>	<u>Budget</u>	<u>\$ Over Budget</u>
6. Petty Cash Account	762.82	300.00	462.82
Total B. Office Expense	4,089.27	2,549.76	1,539.51
C. Professional Fees			
1. Accountant	95.00	99.96	-4.96
2. Bookkeeper	3,023.50	2,799.96	223.54
3. Legal Council	2,302.20	1,999.92	302.28
4. Manager	3,452.87	2,199.96	1,252.91
5. Misc. Professional Fees	0.00	99.96	-99.96
6. Secretarial	7,503.00	6,000.00	1,503.00
7. Treasurer	291.00	300.00	-9.00
8. Web Site	681.45	300.00	381.45
Total C. Professional Fees	17,349.02	13,799.76	3,549.26
D. Road Repairs & Maintenance			
1. Loan Payment	29,625.11	30,000.00	-374.89
2. Misc. Road Maint.	2,551.75	1,999.92	551.83
3. Misc. Supplies	61.95	999.96	-938.01
4. Road Grading	7,780.00	12,000.00	-4,220.00
5. Sanding	2,027.77	1,500.00	527.77
6. Snow Plowing	6,182.00	2,499.96	3,682.04
7. Snow Fences	0.00	399.96	-399.96
Total D. Road Repairs & Maintenance	48,228.58	49,399.80	-1,171.22
E. General Expenses			
1. Clean-up Day	450.00	1,200.00	-750.00
2. Equipment Repair & Maint.	1,769.48	300.00	1,469.48
3. Miscellaneous	898.70	499.92	398.78
4. Weed Control	4,080.00	1,500.00	2,580.00
Total E. General Expenses	7,198.18	3,499.92	3,698.26
F. Misc. Projects			
1. Snow Plow/Sander Truck	937.74	3,999.96	-3,062.22
2. Master Plan	100.00	999.96	-899.96
3. Guardrails	1,261.59	3,000.00	-1,738.41
4. Recreation Area	7,121.54	3,999.96	3,121.58
Total F. Misc. Projects	9,420.87	11,999.88	-2,579.01
G. Emergency Fund	0.00	111.96	-111.96
Total Expense	96,440.08	90,260.88	6,179.20
Net Income	-19,469.24	2,700.44	-22,169.68

To: GLA Board
Date: October 15, 2002
RE: Assessments for South Glastonbury Teaching Center Parcels
From: Linda Kremer, trustee SGTC

I was requested to write to you as follow-up to my April 2002 request for action.

The Board of the South Glastonbury Teaching Center has requested that you consider a waiver of the assessments for Teaching Center parcels 22E and 23A, South Glastonbury.

We understand that a discussion of this idea occurred in the GLA meetings when Christine Johnston was a GLA Board member. She reported to us that the discussion was in favor of the waiver. Denise Orr was unable to find a record of the discussion or resolution in prior GLA minutes.

We would appreciate your consideration of the following points:

1. The budget of the SGTC is not substantial and relies on contributions from a small membership. This membership already supports the Glastonbury Community by paying GLA assessments on their private homes and parcels. This membership also supports the Glastonbury Community in spiritual ways that are not able to have a value placed on them.
2. Parcels 22E and 23A have not been served by GLA. The roads that access these parcels have not been maintained by the GLA.
3. Parcels 22E and 23A share a common boundary and should be considered as a single property if an assessment is charged.

Thank you for your consideration!
Linda Kremer, for the South Glastonbury Teaching Center Board

Should
be 1/2

Glastonbury Landowners Association

Board Member Proxy Notification

I, JAMES KOZLIK

Give my proxy to CHARLOTTE MIZIE

For the GLA Board of Directors Meeting on 1/9/04 12
date

James Kozlik
signature

1/8/04
date

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Glastonbury Landowners Association, Inc.

Board of Directors Meeting Minutes

February 2, 2004

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1. Call to Order, Opening Prayer

The meeting was called to order by David Tonkin at 7:22 p.m., at Golden Ratio Woodworks. David gave the opening prayer.

PRESENT: David Tonkin (President), James Kozlik (Vice-President), Janet Naclerio (Secretary), Cynthia Blocker (Treasurer), Edward Anderson, Kristen Hardesty, Edwin Johnson, Orlando Johnson, Pamela May, Charlotte Mizzi and James Trisdale (JT)

ABSENT: Philip Hoag

PROXIES:

ALSO ATTENDING: Denise Orr (GLA secretary)

2. Reading and Disposition of Minutes

January 12, 2004 Meeting Minutes

MOTION: Edward motioned and JT seconded to approve the January 12, 2004 meeting minutes. Motion carried.

3. General Business

3.1 New Business

ACTION ITEM – Write-up of committee duties

David requested Committee Chairs to write up their duties and offered to assist.

David reported that our database of landowners addresses & information is currently running and should be ready for Board use by March.

4. Report of Officers and Committees

4.1 Treasurer's Report – Cynthia Dodge-Blocker, Treasurer

4.1.1. Old Business

ACTION ITEM – Add Subdivision waiver to Architectural Application form. Done.

ACTION ITEM – Mail contractor waiver notices. In Process.

ACTION ITEM – Send waiver approval to the SGlastonbury Teaching Center. Done.

4.1.2. New Business

Cynthia reported that the amount of assessment payments received in January was considerably higher than in past years; most likely the new discount offered to landowners when assessments are paid in full by January 31 served as the incentive.

4.2 Architecture Subcommittee Report – Jim Kozlik and Pamela May, Co-chairs

4.2.1. Old Business

ACTION ITEM – Research amount Church owes GLA. David reported that we have the letter documenting the Church owes us \$15,000, but we need to determine how much we may have spent out of that \$15,000.

ACTION ITEM – Follman's Driveway. Tabled.

ACTION ITEM – Kletter Construction Application 35-A (SG). We received follow-

Glastonbury Landowners Association, Inc.

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up information from Kletter with plat map and owner verification from Clare Parker, etc. Board discussed that the plat map doesn't meet lot size requirement and that the construction encroaches upon Parcel 36-NG & SG. There is an easement which Parcel 36NG was grated by Robert Wallace.

MOTION: James K motioned and Charlotte seconded to send Damian Kletter (cc to Clare Parker a follow-up letter stating that GLA discussed his project proposal and that the hazardous conditions with the shelter must be corrected according to standard construction processes before the Board will consider reviewing his application. Motion carried.

ACTION ITEM - Twin Pillars Safety Hazard. GLA sent letter to Kletter and Parker and they verbally agreed that the shelter site was a hazard. As of 2/2/04, the GLA hasn't received a formal response. Pamela reported that no improvements have been made to the site since our letter was sent to Kletter 21 days ago.

ACTION ITEM – Status of Pouwel Gelderloos Parcel 33 (NG) shop construction . David reported that in 2000, GLA gave approval to Pouwel to build a shop next to his home. It is not clear if the shop he is currently building has an apartment over it. It is also not clear who owns the subdivision as it was a court ordered subdivision. The Board agreed to approve Pouwel's application subject to the approval of the Architectural Committee, who will review it in the next few days.

ACTION ITEM – Status of Pouwel Gelderloos Parcel 33 (NG) Subdivision.

ACTION ITEM – Incorporating new time limit policies into project application. Denise to do.

4.2.2 New Business

Lot 61-B (SG) – Preliminary review of house.

Parcel 56 (NG) Kathleen Rakela Sign Application

MOTION: Edwin motioned and James Kozlik seconded to approve Kathleen's proposed sign to be posted until the perpetrator is found. (Discussion).

AMMENDMENT: Orlando motioned and Charlotte seconded to change the duration allowed for posting the above sign to 90 days. (4 votes in favor; 6 voted opposed) (Discussion)

AMENDMENT: Cynthia motioned and Orlando seconded to require that Kathleen submit a color rendition of the sign that depicts its appearance and to list the materials that will be used before the Board makes a final decision. If approved, there will be no time limit on how long the sign can be posted. (10 in favor; 2 opposed.) (Discussion)

AMENDMENT: Cynthia motioned and James Kozlik seconded to tell Kathleen that we need the above information before the Board does a final review of Kathleen's sign application. We should also mention that the sign cannot be more than 8 feet above the ground. Motion carried. (7 in favor, 1 abstention)

Glastonbury Landowners Association, Inc.
Board of Directors Meeting Minutes
February 2, 2004

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Parcel 74/SG Richard and Elyssa Allen: House Extension Project Application:

Due to time constraints at the meeting, the Board agreed to approve the Allen's application *subject to the approval* of the Architectural Committee, who will review the application within the next few days and notify the Board of its decision.

Parcel 26-E/SG Jerry and Ruth-Ann Young: Double garage with studio apartment above. (Submitted by Pouwel Gelderloos) Due to time constraints at the meeting, the Board agreed to approve the Young's application *subject to the approval* of the Architectural Committee, who will review the application within the next few days and notify the Board of its decision.

The Board discussed matters relating to the failure of Landowners and the county to communicate with GLA regarding subdivision projects. As a result, the GLA has not been properly involved in subdivisions and our records are incomplete, etc. The Board agreed it would be wise to have our attorney contact local judges to inform them about the legal jurisdiction of the GLA in subdivisions, etc.

4.3 Road & Weed Committee Report – Philip Hoag and JT Trisdale, Co-Chair

4.3.1. Old Business

ACTION ITEM – Research into Matt Scoplite doing our weed spraying [David] Tabled.

ACTION ITEM – Paving roads. David distributed a sheet entitled "Cost of Paving Select Roads" which lists information on various GLA road options and prices that might be considered for paving and the cost of a half time manager. The Board discussed this information and the need to take immediate action by sending a letter to landowners by Friday, Feb. 6, requesting whether they would approve a raise in their assessments for paving and a part-time manager and which of the options they would choose. Janet expressed the concern that the Board was moving prematurely and should gather more hard information, bids, etc., before asking the landowners to pay more assessments. The Board decided that David should draft the letter, send it to other board members to review and mail it on February 6 and to give their input before it was sent out. The Board agreed the letter should include information on the above sheet and: (1) how many people will be affected by paving the roads; (2) the current GLA budget cannot afford the paving or a part time manager; (3) the proposed roads to be paved are those most affected by wash boarding; (4) the savings of paving vs grading the roads; (5) the possibility of landowners choosing to hire the pavers to pave their personal roads; (6) ask landowners to let the GLA know if they were willing to approve an increase in assessments and, if so, which option they would choose; and (7) ask landowners to respond by Feb. 21 or while attending the February 21 Master Plan meeting.

4.3.2. New Business

4.4 Complaint Committee Report – Charlotte Mizzi – Chair

4.4.1. Old Business

ACTION ITEM – Status of Parcel 32 (NG) Ulrich. David reported that Kathleen cancelled mediation meeting, but stated she wants to do it at another time. David hopes

Glastonbury Landowners Association, Inc.
Board of Directors Meeting Minutes
February 2, 2004

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to reschedule it in the near future.

ACTION ITEM – Status of removing rock pile above culvert [David] Tabled.

ACTION ITEM – Status of Cleanup on Hansard property [David] Tabled.

ACTION ITEM – Status of Nye's dog compliant [David] Tabled.

4.4.2. New Business

4.5 Land Use Master Plan Committee Report – Charlotte Mizzi, Chair

4.5.1. Old Business

ACTION ITEM – Status of Master Plan [David]

Orlando presented pictures of slides to be used at February 21, Master Plan meeting. The Board agreed to meet on Friday evening, February 13, to prepare for the same meeting.

4.5.2. New Business

4.6 Recreation Committee Report – Janet Naclerio – Chair

4.6.1. Old Business

ACTION ITEM – Legal Formation of PVRC. David stated he will have a set of Covenants that he will send to the Board and PVRC Committee to review and then send to the attorney to complete.

ACTION ITEM: Filing Parcel 16A is now part of Glastonbury. Tabled.

4.6.2. New Business

ACTION ITEM – Filing Parcel 23A into Glastonbury. Tabled.

4.7 Web Site Committee Report - Edward Anderson, Chair

4.7.1. Old Business

ACTION ITEM – Sending letters to Realtors [Denise] Tabled.

ACTION ITEM: - Sending Edward and Placement of documents on Website.
Tabled. Maps [David]
Standards [David]

ACTION ITEM - Link extra Glastonbury website name to original [Edward].
Tabled.

4.7.2. New Business

4.8 Clean-up Committee Report – Kristen Hardesty, Chair. No report.

4.9 Ombudsman Report – Jeanie Campbell (SG) & Richard Johnson (NG). No report.

Glastonbury Landowners Association, Inc.
Board of Directors Meeting Minutes
February 2, 2004
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5. Other Business

5.1 Shelter Insurance [Orlando]

ACTION ITEM – List of points to consider regarding shelter insurance [Orlando & Philip] Tabled.

5.2 Glastonbury Standards

David distributed copies of the Standards (with new additions, deletions and portions that needed specific review) and the Board reviewed each change, etc.

MOTION: Charlotte motioned and Edward seconded to approve the changes to the standards as amended. Motion carried.

The mobile home standards required no changes.

6. Next Meeting and Adjournment

The meeting was adjourned at 10:50 p.m. with no further business. The next meeting will be held on February 13 at Golden Ratio Woodworks Cafeteria, 7:30 p.m. The following meeting will be held on March 1, 2004 at Golden Ratio Woodworks Cafeteria, 7 p.m.

NEW ACTION ITEMS:

- GB020204.1 David to send the 2004 Budget via e-mail to the Board for review.
- TR020204.1 Denise to send revised waiver form to website, James K, Cynthia & Pamela for. Project applications.
- TR020204.2 David to determine names of contractors for contractor waiver mailing.
- TR020204.3 Denise to send letter to NG Teaching Center informing them of waiver notice for 501-3C non-profit organizations passed by the GLA Board on 11/6/03.
- AR020204.1 Denise to send Kletter & Parker follow-up letter re: application.
(David & Janet: the next action item was not on the agenda, but it needed to be specifically addressed.)
- AR020204.2 David to ask our attorney if GLA would be protected from lawsuits and liabilities if an accident were to occur on Twin Pillar's property although we have sent our notice.
- AR020204.3 Architectural Committee to review Gelderloos application.
- AR020204.4 Pamela and David to research status of Twin Pillars safety hazard. .

Glastonbury Landowners Association, Inc.
Board of Directors Meeting Minutes
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AR020204.5 Denise to incorporate new time limit policies into project application forms.

AR020204.6 Denise to send letter to Kathleen Rakela regarding sign.

AR020204.7 Architectural Committee to review Allen application.

AR020204.8 Architectural Committee to review Young application.

AR020204.9 Denise to incorporate new time limit policies into project application.
And send to website, Cynthia, Pamela and James K.

AR020204.10 Ask our attorney to send a record of the GLA's jurisdiction to judges.

OB020204 David to edit approved changes to Standards.
Denise to make copies and distribute at February 21 meeting and mail to
landowners not in attendance at meeting.

2004-02-04_BDGNAUX.pdf

Glastonbury Landowners Association, Inc.
Board of Directors Meeting Agenda
February 2, 2004

- 1. Call to Order, Opening Prayer**
- 2. Reading and Disposition of Minutes**
December 2, 2003
- 3. General Business**
 - 3.1 New Business**
ACTION ITEM – Write up of committee duties
- 4. Report of Officers and Committees**
 - 4.1 Treasurer's Report** – Cynthia Dodge-Blocker, Treasurer
 - 4.1.1. Old Business**
ACTION ITEM – Add Subdivision waiver to Architectural Application form
ACTION ITEM – Mail contractor waiver notices
ACTION ITEM – Send waiver approval to Kremer's
 - 4.1.2. New Business**
 - 4.2 Architecture Subcommittee Report** – Jim Kozlik and Pamela May, Co-chairs
 - 4.2.1. Old Business**
ACTION ITEM – Research amount Church owes GLA
ACTION ITEM – Follman's Driveway [David]
ACTION ITEM – Kletter Applicaton [James]
ACTION ITEM – Status of Gelderloos shop construction [James]
ACTION ITEM – Status of Parcel 33 NG subdivision [David]
ACTION ITEM – Incorporating new time limit policies into project appl. [Denise]
 - 4.2.2 New Business**
Lot 61-B SG – Preliminary review of house
Parcel 56 NG, Rakela – Sign Application
 - 4.3 Road & Weed Committee Report** – Philip Hoag and JT Trisdale, Co-Chair
 - 4.3.1. Old Business**
ACTION ITEM – Research into Matt Scoplite doing our weed spraying [David]
ACTION ITEM – Paving roads [David]
 - 4.3.2. New Business**
 - 4.4 Complaint Committee Report** – Charlotte Mizzi – Chair
 - 4.4.1. Old Business**
ACTION ITEM – Status of Parcel 32 (NG) Ulrich [David]
ACTION ITEM – Status of removing rock pile above culvert [David]
ACTION ITEM – Status of Cleanup on Hansard property [David]
ACTION ITEM – Status of Nye's dog compliant [David]
 - 4.4.2. New Business**

Glastonbury Landowners Association, Inc.
Board of Directors Meeting Agenda
February 2, 2004

- 4.5 Land Use Master Plan Committee Report – Charlotte Mizzi, Chair**
 - 4.5.1. Old Business**
ACTION ITEM – Status of Master Plan *[David]*
 - 4.5.2. New Business**

- 4.6 Recreation Committee Report – Janet Naclerio – Chair**
 - 4.6.1. Old Business**
ACTION ITEM – Legal Formation of PVRC
ACTION ITEM – Filing Parcel 16A is now part of Glastonbury
 - 4.6.2. New Business**
ACTION ITEM – Filing Parcel 23A into Glastonbury

- 4.7 Web Site Committee Report - Edward Anderson, Chair**
 - 4.7.1. Old Business**
ACTION ITEM – Sending letters to Realtors *[Denise]*
ACTION ITEM - Sending Edward and Placement of documents on Website
Maps *[David]*
Standards *[David]*
ACTION ITEM - Link extra Glastonbury website name to original *[Edward]*
 - 4.7.2. New Business**

- 4.8 Clean-up Committee Report – Kristen Hardesty, Chair**

- 4.9 Ombudsman Report – Jeanie Campbell (SG) & Richard Johnson (NG)**

- 5. Other Business**
 - 5.1 Shelter Insurance *[Orlando]***
ACTION ITEM – List of points to consider regarding shelter insurance *[Orlando & Philip]*

- 6. Next Meeting and Adjournment**

Glastonbury Landowners Association
 COST OF PAVING SELECT ROADS

2/2/2004

Road	From	To	Priority	Flag	Dist. mi	feet	Area sf	Glastonbury	Total Miles	"A" Total Dollars	"B" Total Dollars	"C" Total Dollars
South Glastonbury										\$83,636	\$34,215	\$45,620
Dry Creek	End of pavement	Hercules	B	I	0.45	2376	57,024	S	2.65	1.10	0.45	0.60
Arcturus										34,214	34,214	
Dry Creek	Pallas Circle	Pallas Circle	A	I	0.7	3696	88,704	S		53,222		
Pallas Circle	Cor Leonius	Cor Leonius	C		0.2	1056	25,344	S		15,206		15,206
Cor Leonius	Hesperus	Hesperus	C		0.4	2112	50,688	S		30,413		30,413
Hesperus	End of Arcturus	End of Arcturus			0.3	1584	38,016	S				
Leo												
Arcturus	Top of grade	Top of grade	A	I	0.4	2112	50,688	S		30,413		
Top of grade	Leo Lane	Leo Lane			0.2	1056	25,344	S				
North Glastonbury										\$79,835	\$38,017	\$26,612
Sirus - Taurus									2.4	1.05	0.50	0.35
Aries	Taurus	Taurus	A	I	0.4	2112	50,688	N		30,413		
Sirus	Top of grade	Top of grade	A		0.35	1848	44,352	N		26,611		
Top of grade	End of Taurus	End of Taurus	B	I	0.2	1056	25,344	N		15,206		15,206
Capicorn												
Gemini	Venus	Venus	C	I	0.35	1848	44,352	N		26,611		26,611
Venus												
Capicorn	Ranito's house	Ranito's house	B	I	0.3	1584	38,016	N		22,810		22,810
Gemini												
Capicorn	Orion	Orion	A	I	0.3	1584	38,016	N		22,810		22,810
Orion												
Gemini	Evening Star	Evening Star			0.5	2640	63,360	N				

Total: \$163,471
Subtotal: \$163,471
Road Prep: \$15,000
5% Contingency: 8,174
Total Loan Required: 186,644
Half Time Manager: 12,000
Increase in Assessment Needed: \$285,289
Per lot assessment

Total: \$72,231
Subtotal: \$72,231
Road Prep: \$10,000
5% Contingency: 11,785
Total Loan Required: 257,487
Half Time Manager: 12,000
Increase in Assessment Needed: \$526,975
To pay Manager: 85
Total Assessment: 119

Total: \$72,231
Subtotal: \$307,934
Road Prep: \$10,000
5% Contingency: 15,397
Total Loan Required: 333,330
Half Time Manager: 12,000
Increase in Assessment Needed: \$678,661
To pay Manager: 34
Total Assessment: 144

Chip Seal for existing NG Roads: *Adsubnal* \$50,000

Note:

When we paved previously we paved 3.2 miles of roads in NG and 1.85 miles in SG Assessment based on 350 Parcels/tracts/lots

02/11/04

Glastonbury Landowners Association, Inc.
Balance Sheet
 As of January 31, 2004

	<u>Jan 31, '04</u>
ASSETS	
Current Assets	
Checking/Savings	
1st National Bank Checking	1,308.18
1st National Bank Savings	<u>7,198.65</u>
Total Checking/Savings	8,506.83
Accounts Receivable	
Accounts Receivable	105,381.40
Total Accounts Receivable	105,381.40
Other Current Assets	
Undeposited Funds	<u>19,944.00</u>
Total Other Current Assets	<u>19,944.00</u>
Total Current Assets	133,832.23
Fixed Assets	
Paved Roads	<u>1.00</u>
Total Fixed Assets	<u>1.00</u>
TOTAL ASSETS	<u>133,833.23</u>
LIABILITIES & EQUITY	
Liabilities	
Long Term Liabilities	
Road Pavement Loan	<u>244,312.31</u>
Total Long Term Liabilities	<u>244,312.31</u>
Total Liabilities	244,312.31
Equity	
Beginning Balance	11,816.51
Opening Bal Equity	-244,401.10
Retained Earnings	56,139.41
Net Income	<u>65,966.10</u>
Total Equity	<u>-110,479.08</u>
TOTAL LIABILITIES & EQUITY	<u>133,833.23</u>

02/11/04

Glastonbury Landowners Association, Inc.
Income & Expense Budget Overview
 January 2004

	Jan '04	Budget	\$ Over Budget
Income			
2. Assessments			
Dwelling Assessment 1998	120.00		
Dwelling Assessment 1999	120.00		
Dwelling Assessment 2000	122.98		
Dwelling Assessment 2001	140.00		
Dwelling Assessment 2002	45.00		
Dwelling Assessment 2003	404.04		
Land Assessment 1998	120.00		
Land Assessment 1999	120.00		
Land Assessment 2000	122.97		
Land Assessment 2001	140.00		
Land Assessment 2002	165.00		
Land Assessment 2003	704.03		
Land Assessment 2004	22,437.14		
2. Assessments - Other	120.00		
Total 2. Assessments	24,881.16		
3. Late Fees/Finance Charges			
Finance Charges	56.44		
Five Percent Penalty	12.00		
Total 3. Late Fees/Finance Charges	68.44		
Total Income	24,949.60		
Expense			
A. Business Expenses			
6. Rentals	40.00		
Refund on Overpayment	320.00		
Total A. Business Expenses	360.00		
B. Office Expense			
1. Copying	68.60		
2. Postage	176.36		
3. Office Supplies	80.34		
4. Misc. Expenses	115.66		
Total B. Office Expense	440.96		
C. Professional Fees			
2. Bookkeeper	927.50		
3. Legal Council	40.00		
6. Secretarial	840.00		
7. Treasurer	168.00		
Total C. Professional Fees	1,975.50		
D. Road Repairs & Maintenance			
2. Misc. Road Maint.	282.50		
5. Sanding	429.00		
6. Snow Plowing	875.00		
Total D. Road Repairs & Maintenance	1,586.50		
F. Misc. Projects			

02/11/04

Glastonbury Landowners Association, Inc.
Income & Expense Budget Overview
January 2004

	<u>Jan '04</u>	<u>Budget</u>	<u>\$ Over Budget</u>
1. Snow Plow/Sander Truck	4,075.44		
Total F. Misc. Projects	4,075.44		
H. Discount	425.21		
Total Expense	8,863.61		
Net Income	16,085.99		

Community of Glastonbury

Community Standards

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Glastonbury Landowners Association, Inc.
Mobile Home Standards

1.0 Mobile Home Standards

Mobile homes are allowed in the Community of Glastonbury under Section 6.05 of the Restated Declaration of Covenants for the Community of Glastonbury. In addition, this Section adopts further rules regarding appearance and quality of mobile homes to be placed either on individual parcels in the community or in the Golden Age Village in Glastonbury North. Mobile homes placed in Glastonbury prior to June 16, 1997 are governed by the *Specifications and Standards for Mobile Homes in The Community of Glastonbury and The Golden Age Village Rev 88-2*. The terms "mobile home", "mobile unit", "modular home" and "manufactured housing" as used in the Master Plan shall all follow the standards in this Section.

The GLA recognizes two cases for mobile homes in the Community:

- 1) As a permanent dwelling, and
- 2) As temporary living quarters while building a permanent home.

These two cases are treated differently by the Glastonbury Landowners Association Architectural Committee (GLA Architectural Committee).

1.1 Review and Approval

Installation plans as well as all exterior mobile home and site improvements such as roofs, siding, garages, carports, terraces and patios, room additions, storage sheds, etc. shall be subject to the prior review and approval by the GLA before any installation or site preparation can commence.

1.2 Architectural and Design Standards

The following standards are intended to protect and maintain the quality and planned living environment of the Community:

A) General: Mobile homes shall: 1) be no older than 10 years old, 2) be a minimum width of 24 feet, 3) have pitch shingled roof 4) have wood siding or simulated wood siding 5) have a foundation that includes stripped footing and 6) be recessed into the ground.

B) Occupation: Mobile homes moving into Glastonbury after the adoption of these Standards that require upgrading to comply with these Standards shall not be occupied until all installation and upgrades bringing the mobile home into compliance are completed.

C) Roofs: Mobile homes must have or be retrofitted with pitched roofs. The minimum roof pitch for mobile homes is 3:12. Roofing material must be Grade A or B shingle roofing material.

D) Roof Overhang: Each mobile home without a minimum roof overhang of 8 inches must either be retrofitted with such overhangs or be fitted with an attached garage, covered carport, covered terrace or patio, rain gutters at least 5" in width and/or other additions in order to extend the pitched roof line and remove the box-like appearance of many conventional mobile homes.

E) Exterior Materials: Mobile homes must have or be retrofitted with wood, high quality imitation natural materials such as vinyl siding or composition wood, stucco, rock or high quality imitation rock, or paneled exteriors or facades to create the appearance of a conventional home.

F) Foundations: Mobile homes in the Community are to be installed on a permanent

Glastonbury Landowners Association, Inc.
Mobile Home Standards

foundation of a well constructed recessed pad, with buried utilities per Section 1.4 of these Standards.

G) Skirting: Mobile home skirting must be covered by earth backfill or a finish per Section 1.4 C of these Standards. A well-designed decking that hides the skirting can take the place of earth backfill or finished appearance.

1.3 Temporary Mobile Home or Travel Trailer Use

A "Temporary Mobile Home or Travel Trailer Use Waiver" may be requested by a landowner from the GLA Architectural Committee to allow the temporary installation of a mobile home on their land while their permanent home is in the building process. At the time of review of the installation plans and prior to moving the mobile unit into the Community, the applicant must provide the GLA Architectural Committee with a written statement that the unit is to be used only as a temporary living quarters while he is in the process of building a permanent home on the parcel and that it will be removed from the Community within one year of the date of the original moving of the mobile unit into Glastonbury or within one month of completion of the permanent home, whichever comes first. The Temporary Mobile Home or Travel Trailer Use Waiver shall be for no longer than one year unless an extension is granted by the GLA Board.

A Temporary Mobile Home or Travel Trailer Use Waiver shall only be considered by the GLA Architectural Committee if the applicant is also submitting acceptable plans for the permanent home to be constructed, including an anticipated schedule of construction. Placement of the temporary mobile unit is contingent upon approval of the building plans and schedule of construction. It is recommended that the site utilities be designed and developed for the permanent home and that the mobile home be temporarily connected to those systems.

Travel trailers and RVs may not be used as permanent dwelling units. Upon approval by the GLA Architectural Committee, the Landowner of record may use a travel trailer or RV to reside in for vacation purposes (maximum of 90 days per year) provided it is connected to a water and septic system or is self-contained. Long term parking of travel trailers and RVs must be screened from sight of community roads by such means as landscaping or a garage or parked unobtrusively by the Landowner's house. Guests of Landowners may temporarily, for a period not to exceed 60 days, use travel trailers or RVs for vacation purposes without applying to the GLA for permission or a variance provided the vehicle is in the immediate vicinity of the host Landowner's home.

Temporary office trailers may be used at building sites for construction purposes on the site.

1.4 Installation Specifications

A) Pad Construction: A typical recessed mobile home pad is illustrated in Figure 1.1. The mobile home pad shall be located on stable soil which has a soil bearing capacity of not less than 1500 pounds per square foot and shall be free from organic material such as weed and grasses. Topsoil should be removed from pad site and stockpiled prior to excavation and back filling.

The finished interior floor elevation of the mobile home shall be between 8 and 16 inches above the highest exterior finish grade. Cut and fill slopes where required should have a minimum rise to run ratio of 1:2.5.

Fill material for the pad should consist of gravel, sand and binder in a proportion to ensure maximum compaction and stability. The recommended method is to place moderately

Glastonbury Landowners Association, Inc.
Mobile Home Standards

damp fill material in even layers not more than 6 inches thick. Compact to 90% maximum density with proper compaction equipment before the next layer is placed. Fill and existing ground must be free from ice, frost, and frozen or muddy materials.

A foundation consisting of concrete strip footings constructed to the dimensions and configuration specified by the mobile home manufacturer is strongly recommended. Where a gravel pad is used, the surface of the prepared pad should consist of not less than a 2-inch layer of 1 inch minus crushed gravel and should be level to within 1/2%.

B) Utilities: All utility and fuel lines shall be installed per Section 6.03 of the Covenants. In addition, all water lines should be buried at a minimum of 6 feet to prevent freezing. Water and sewer connections shall be made below the mobile home inside of the perimeter of the recessed skirting. Heat taping and insulation of the exposed water piping beneath the mobile home is necessary for winter usage and prevention of frozen pipes. LP gas connections must be made outside of the mobile home rather than underneath in order to avoid the possible accumulation of gas in the crawl space. A two-stage regulator is recommended: one at the tank and one at the exterior of the home.

C) Backfill: Material for backfilling should be free from rocks and cobbles larger than 6 inches and compacted in 12 inch layers. Surfaces should be mounded slightly to compensate for settlement. The finished grades should provide a 5% slope away from the mobile home to allow for drainage.

1.1.5 Further Specifications and Variances

The GLA is authorized and directed to establish and publish additional specifications and standards for the installation of mobile homes in the Community of Glastonbury, including any requirements which it deems are necessary for reasons of safety, appearance and the well-being of the Community and its residents, and in order to reasonably enforce the above provisions and the Covenants.

The GLA is authorized to consider and grant variances to these standards, specifications or rules wherever, in its discretion, it believes the same to be necessary and appropriate and where such variance will not be injurious to the rest of the Community.

PIETER AND CAROLINE GRAAFLAND
#1605-8610 Jasper Ave, Edmonton, AB, T5H 3S5, Canada
Ph: 780 420-6873, e-mail: caropiet@telusplanet.net

Edmonton, AB, September 24, 2001

To: GLA Board and Master Plan Committee
Mr. Eric Newhouse, President
Emigrant, MT, USA

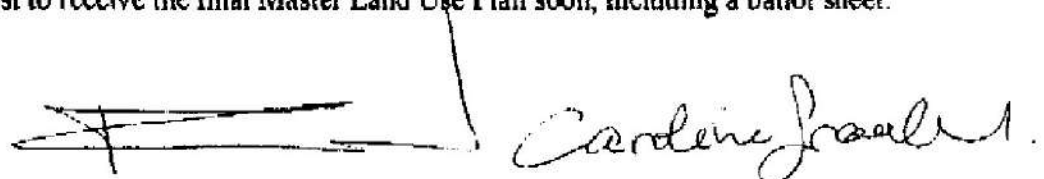
Dear Sir,

We received word that your Board is planning to put in place by resolution a new, far stretching, requirement to restrict the minimum size of a lot in North Glastonbury to 2 acres.

We as owners of Lot 26 B strongly oppose to this procedure.

1. In the Land Use Master Plan, as defined a few years ago, it was agreed that the minimum lot size in Glastonbury of two acres was based on the average of the original size of the parcel. That meant that we, as owners of a 20-acre original lot, theoretically could subdivide to max 10 home sides. We now have 5 lots and are in the process to increase that to 7 (still one less than stated in our original plan as mentioned in our January 22, 1999 letter to you, which was never been answered). With 7 lots the average lot size on lot 26, based on the original lot size of 20 acres, will than be 2.85 acres. This is still 42% above your minimum requirement of 2 acres.
2. The Master Land Use Plan has never come into effect. But this, in our opinion, does not give you any reason and/or authority to change this plan and the agreements already in place by sole resolution of your Board. This is a very important matter and should be voted on by the complete membership.
3. In our opinion your proposal is also an example of bad planning. You will make the total planning process for many of your members much more rigid and inflexible. There is no reason that a lot of, for example 1.5 acres, is not feasible and not acceptable for county and state authorities. Much depends on the individual situations. Further, in North Glastonbury there are already 11 lots of less than 2 acres. It is, in our opinion, unfair to cut of other members from having this possibility.
4. We would advice you to put in effect the Master Land Use Plan as soon as possible and let the membership vote on it. By doing so the uncertain situation which exits now will come to an end and we as members will be freed from changes and new requirements all the time (please see our letter of Jan 22, 1999).
5. We would strongly advice you not to embark on the same way as the Mother church is now on, namely to cut off the membership in partaking in the decision making process. In the Aquarium Age policies like "Father Knows Best (i.e. important decisions by resolutions of the Board) are totally outdated and not tolerable any more. We trust to receive the final Master Land Use Plan soon, including a ballot sheet.

You're Sincerely,



Pieter and Caroline Graafland

**GLA Master Plan
MEETING OUTLINE**

1/15/04

The purpose of this meeting is to plan what we want to do at the Feb 21st meeting on the MP. Below is an outline of questions/points I think that we should consider. There are four main subjects. They are:

- List of landowners concerns
- Do we respond to the statements in the petition and listed in their letter about the petition?
- Do we want to review the MP based on the landowners concern?
- Review items to discuss in the MP meeting (Start of the Meeting Agenda)

- 1) List of Landowner's concerns
 - a) Apartment buildings/Condos in residential areas –
 - i) Was this planned
 - ii) What is required to approve them
 - iii) Advantages/disadvantages
 - iv) Do we want to leave it in until landowners take it out
 - b) Lack of neighborhood meetings
 - c) Do not understand Table 4.5
 - i) Need to have slides to explain table
 - d) People do not realize how many parcels have already been subdivided
 - e) This version is MUCH different than the 1998 version
 - i) I asked Laura Boise who made this claim if she had a copy of the 1998 version – She said that she did
 - ii) I asked her to send me a copy – Not received [Note the petition letter claims a 1999 version of MP]
 - iii)
 - f) Concern over the 30' maximum house height
 - i) Present picture of an existing 29' log house in high south
 - g) Put standards back into the MP
- 2) Do we address the statements in the petition?
 - a) Petition states:
 - i) High density development in residential areas
 - ii) Increased taxes
 - iii) Lowered home values
 - iv) Need for mitigating factors re. developmental impact
 - v) Water shortage

**GLA Master Plan
MEETING OUTLINE**

1/15/04

- vi) Sewer issues
- vii) Road concerns
- viii) Major changes to MP
- ix) Need for 6 community meetings
- b) Petition Letter
 - i) Plan is inadequately understood
 - ii) Consequences not fully assessed
 - iii) No community meetings
 - iv) If the Village Centers are for high density, why allow it in residential areas
 - v) Re-designation of density from 1999 MP
 - vi) Majority of voters are absentee owners
 - vii) Major tax implication
 - viii) Economic Impacts not assessed
 - ix) Impact of apartments – No clear delineation of no. of apartments allowed
 - x) Want layouts of impacts of high density housing
 - xi) Burdens of future infrastructure caused by high density housing
 - xii) No addressing of mitigating factors of developers such as landscaping, paths etc.
 - xiii) Effects on current water table
- 3) Do we review the MP and possible make changes?
 - a) Eliminate allowing High density development in residential areas
 - b) Improve wording to make items clearer
- 4) Suggested plan for February 21st meeting
 - a) Present MP in 4 stages
 - i) Present situation in Glastonburys
 - (1)No. of parcels subdivided
 - (2)Other?
 - ii) Why we need the MP
 - iii) What is different from previous MP
 - iv) Present MP
 - v) Open mtg. to comments
 - (1)Once per landowner until all have had their say, then may allow a second round of comments [this is so those who are vocal can not take over the meeting and not let others have their say]
 - (2)Denise keep track from sign in sheet
 - vi) Landowners vote on whether we should hold neighborhood meetings and how many [By voice or written vote?]

**GLA Master Plan
MEETING OUTLINE**

1/15/04

- b) Things to do for Feb 21st meeting:
 - i) Finalize GLA Standards
 - ii) Finalize Maps for MP
 - iii) Make any changes thought needed to MP
 - (1) Items we may want to change:
 - (a) Define how many neighbors can stop a high density development
 - (b) Require MP is reviewed in 5yrs then every 10-years thereafter
 - (c) Change wording of the ¶ that says “In general, state law allows 20 acres parcels to be divided into 10 2-acres lots”
 - (d)?
 - iv) Create a slide show

The
Community of
Glastonbury
Land Use
Master Plan

LEGALEZE

Designated Properties shall be:
held, transferred, sold, conveyed, used and occupied

SUBJECT TO:

Subject to:

Covenants, conditions, restrictions, servitudes, limitations, terms, provisions liens, charges, regulations, easements, reservations and burdens.

Binds: current owners, heirs, executors, administrators, successors and assigns, and successive owners, lessors or possessors of said property or portions thereof as hereinafter provided

PURPOSE

Standards for Development

North Glastonbury

South Glastonbury

Objective of Glastonbury Master Plan

Create a Foundation:

Thriving
Family Oriented
Community

Built in:

Beauty
Order and
Harmony

Community Benefits

Unifying Philosophy

Shared Vision

Magnet for Enlightened Development

‘Only’ One of Several Tools

Build Community from ‘Various Neighborhoods’

Ultimately, the residents of Glastonbury have found that it is the ability of residents to come together in a state of heart referred to in spiritual movements East and West as "loving kindness" and with a respect for one another's values and visions. . . . community formation is not helped or hindered by the economic status of the neighborhood. They share in common an ability to multiply the strengths of the residents, to dissolve artificial divisions and to form an invincible spirit of oneness of heart and purpose.

Our Master Planning Goal

Should Glastonbury be a:

“Happening” (Free Choice)

“Community” (Socially Cohesive)

“Commitment” (Community with Direction)

??????

Glastonbury Landowners Association, Inc.
MEMORANDIUM

1. Residences up to 30 feet high (as high as a three story building if it has a flat or nearly flat roof.) [I think that what was envisioned here was allowing a 3-story house with steep pitched roofs and where the top floor was in the attic. We may want to clarify this in Master Plan.]
2. Single family residence with an apartment or guest house (this is the maximum number of homes/dwelling for a subdivided parcel)
3. Maximum number of homes/dwelling units of an unsubdivided parcel is one resident plus a single or duplex residence. Duplexes (by meeting minor conditions)
4. Triplexes and Quadplexes (by meeting stricter conditions)
5. Large family residential developments (after meeting fairly restrictive conditions and subject to review at a neighbor hood meeting)
6. Condominiums and apartment buildings (after meeting fairly restrictive conditions and subject to review at a neighbor hood meeting)
7. Cottage industries (as outlined in the Covenants, Section 5.08)
8. Commercial activities (as outlined in the Covenants, Section 5.07)
9. Agricultural uses (as outlined in the covenants, Section 4.0)
10. Bed and breakfast facilities are allowed with the same restrictions as a duplex
11. Note the County is allowing two people to own a property as tenancy in common if they are family which would fit into item 3 above.

Mail in Ballots for Nov. 3, 2003 Draft Master Plan
NOT IN FAVOR - AS OF 1/15/04

1) **John & Pat Brettschneider/80 SG:** No apartments. No condos. No trash! The vision for subdivision is not acceptable. I didn't buy here to see it "developed" into a ticky tack pseudo subdivision. John.

2) **Norma Brown/44-A NG**

3) **Eben Davis/ 073 SG**

4) **Pouwel & Miriam Gelderloos/33-A, 7-B, 7-B3 NG:**
I don't approve because not all details are fully understood, without discussion and explanation.

5) **Pieter & Carolina Graafland/26-B1 & 26-B2 NG**

6) **Donald Hansard/81 SG**

7) **James & Carla Ann Healy/50-AC & 50-AD NG**

8) **Neil A. Kremer/81-1A, 18-2, SD296; 56 SD 402; 18-B SG**
Sections 3.3, 3.3.2, 3.3.3 especially triplexes, quads, condos and apartments I think needs to be okayed by an entire neighborhood if not the community as a whole—not just GLA or such larger density projects should be presented to the whol community and the individual neighborhood where it is to be sited and then granted a variance.

3.5 Building Placement – there needs to be some way to actually enforce (adjust) this during the review process. Examples: The building going in above us by Ross Fitzgerald for example sits blatantly on the edge of the ridge directly "smack" in the middle of our visual field and of anyone coming up the road. Even after being asked to observe an appropriate set-back, and agreeing to it verbally, he went ahead building on the prominent ridge anyway...

4.0 Density Projections are not acceptable.

4.0 "Village Center" plans are not acceptable unless ratified and reviewed by entire Community and GLA.

9) **Per & Nina Norell/41 NG**

10) **Dennis & Wendy Riley/108 SG**

11) **Rasa Slavenas/101 SG**

12) **Rich Spallone/79 SG**

13) **Albert and Julie Vinci/ 22B**
We hereby rescind our previously submitted Mail in Ballot, etc....we plan to attend the Jan 17 special meeting and have our concerns addresses at that time. Respectfully...

**GLASTONBURY LANDOWNERS
ASSOCIATION, INC.**

LAND USE MASTER PLAN

Beauty, Order and Harmony

11-03-03 DRAFT

Purpose of the Glastonbury Master Plan

The purpose of the Glastonbury Land Use Master Plan ("the Master Plan") is to establish standards for the development of the communities of Glastonbury North and Glastonbury South. The objective of the Master Plan is to create a foundation for a thriving family-oriented Community built in beauty, order and harmony. This Master Plan benefits the Community by establishing a unifying philosophy and shared vision that creates a magnet for enlightened development. By providing guidelines and standards that specify the type and character of development allowed in specific areas, the Master Plan enhances the quality of development in the Community. It also supports property values by encouraging attractive growth and appropriate commercial and institutional activity.

Due to its limitations as a static document, the Master Plan is simply one of several tools to build a Community from the various neighborhoods that compose Glastonbury. Ultimately, the residents of Glastonbury have found that Community is the ability of residents to come together in a state of heart referred to in spiritual movements East and West as "lovingkindness" and with a respect for one another's values and vision. History has shown that the formation of communities has not been helped or hindered by the economic status of the neighborhoods in which they are found. They have been formed everywhere, from ghettos to exclusive neighborhoods. What communities have in common is the ability to multiply the strengths of the residents, to dissolve artificial divisions and to form an invincible spirit of oneness of heart and purpose. This Master Plan has been created as a step toward forming a Community of Glastonbury.

Glastonbury Landowners Association, Inc
Land Use Master Plan

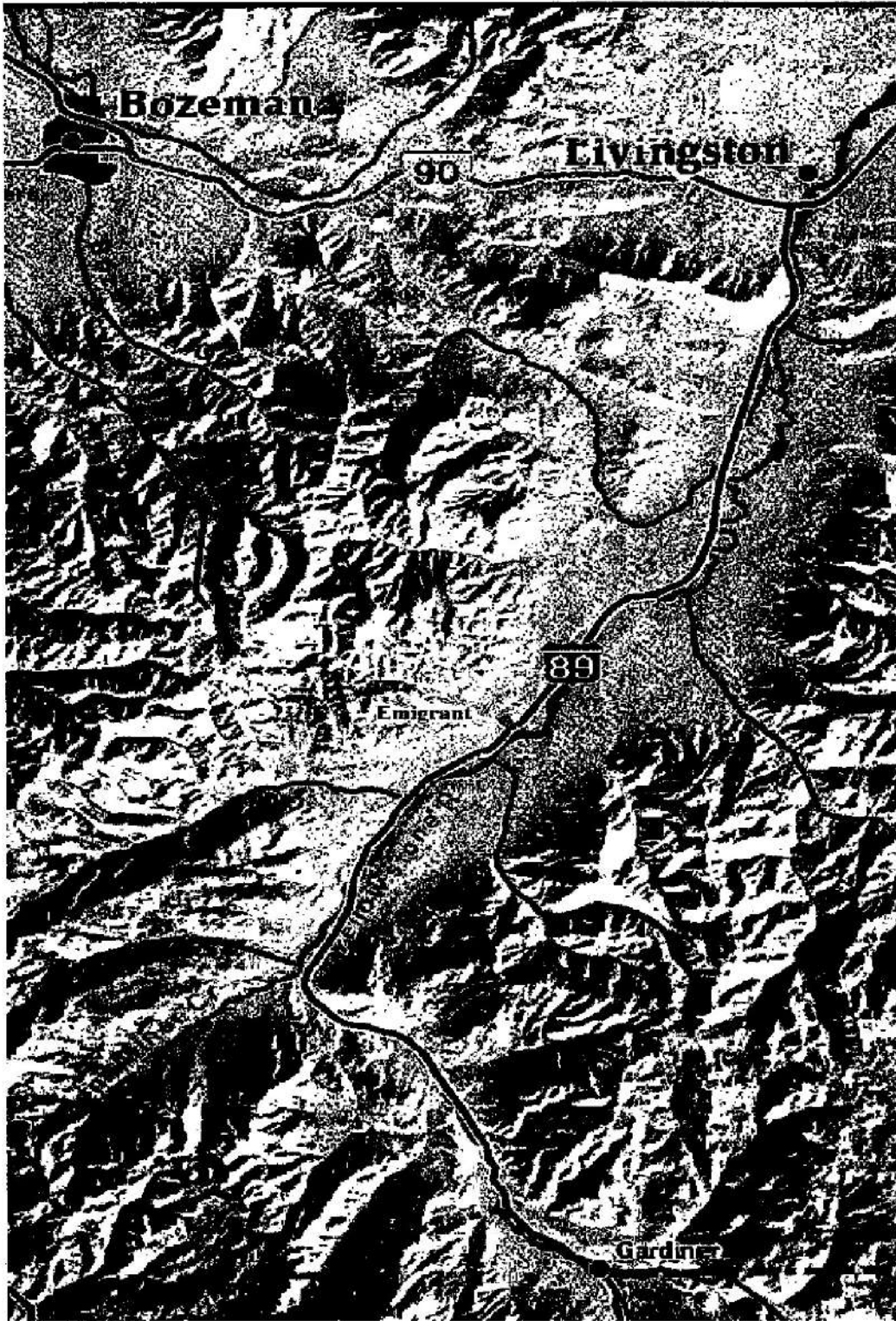
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Map 1: Vicinity Map



1.0 General Area Information

1.1 Description of Location

The Community of Glastonbury is located in Paradise Valley and the foothills of the Rocky Mountains in the southern half of Park County in southwestern Montana. It is approximately 25 miles south of Livingston and 30 miles north of Yellowstone National Park. The famous Yellowstone River meanders through the center of the valley, providing a serene foreground to the dramatic backdrop of the Absaroka Range to the east and the Gallatin Range to the west.

As early as the 1820s, fur trappers came to trap beaver in what was then the country of the Shoshone and Crow. In the mid-1800s, when the area was trapped out, gold prospectors started arriving. The first groups of permanent settlers arrived in Park County to prospect for gold in the 1860s. When the mines in the mountains east of the Yellowstone River proved not as productive as hoped, many of the immigrants stayed to ranch and farm in the fertile valley. The timber industry developed to service the mines and the railroad and to build boats for river traffic.

The Northern Pacific Railroad ran a spur from Livingston down to Yellowstone National Park, finishing the line in 1902. The line ended its passenger service in 1948 due to the increasing use of automobiles to visit the park.

Agriculture and timber continue to be major sources of livelihood in Park County. The rest of the economic base is the railroad, light industry, dude ranches, the tourist trade (rafting, hunting and fishing) and community services. The only five-star dude ranch in Montana is located in Paradise Valley. Livingston is also an art center, with several galleries showing the work of internationally known artists. A new and growing segment of Park County's economy is telecommuting businesses.

The town of Emigrant has several restaurants and small stores, a gas station and car wash, a laundromat, a bank, a community meeting hall, a church and a post office. Fire protection is provided by the Paradise Valley Volunteer Fire Department, located one mile east of Emigrant. Police protection is provided by the Park County Sheriff's Department.

Glastonbury North offers the Thomas More Montessori Preschool, Thomas More Elementary School for grades 1- 6, and Henry Wadsworth Longfellow Academy, currently for grades 7 - 10. The closest public elementary school, Arrowhead, is located 10 miles north and east on East River Road. The nearest high school is in Livingston, which also has grade schools, a hospital, retail stores, restaurants, museums, a bus depot and motels. The town of Gardiner, with motels, stores, gas stations and restaurants, is located 30 miles south of Emigrant, at the north entrance of Yellowstone National Park. The nearest national airport, Gallatin Field, is located just west of Bozeman, approximately 60 miles northwest of Emigrant.

This area of Montana is a recreation paradise, world-famous for its trout fishing, big game hunting and wildlife viewing. The Yellowstone River offers diversified rafting experiences, from the rapids of Yankee Jim Canyon north of Gardiner to a sedate float through the center of the valley. The nearby Forest Service lands and Yellowstone National Park offer many opportunities for hiking, camping and cross-country skiing. Bridger Bowl in Bozeman and Big Sky Resort in

Big Sky are nearby downhill ski meccas. Historic Chico Hot Springs Resort, at the base of Emigrant Peak approximately 5 miles east of Emigrant, offers a nice soak in a hot pool and a swimming pool with warm water piped in from a natural hot spring. Also in the area are the Mountain Sky Guest Ranch and numerous bed and breakfast accommodations.

Glastonbury is divided into two communities, North and South. North Glastonbury has two entrances, one at Emigrant and the other half a mile north. The South Glastonbury entrance is 3 miles south of Emigrant, off Dry Creek Road.

1.2 Description of Glastonbury

The Glastonbury communities are two former cattle ranches about two miles apart, purchased in 1982 by Royal Teton Ltd. The communities are bordered on the west by National Forest lands and on the north and south by operating cattle ranches. Residents of Glastonbury should be aware that these ranches are free to pursue normal agricultural practices in their operations, which may affect neighboring Landowners. Royal Teton Ltd., the initial developer, subdivided the ranches into 20-acre or larger parcels, built gravel roads (some of which have since been paved) and installed underground power and telephone service.

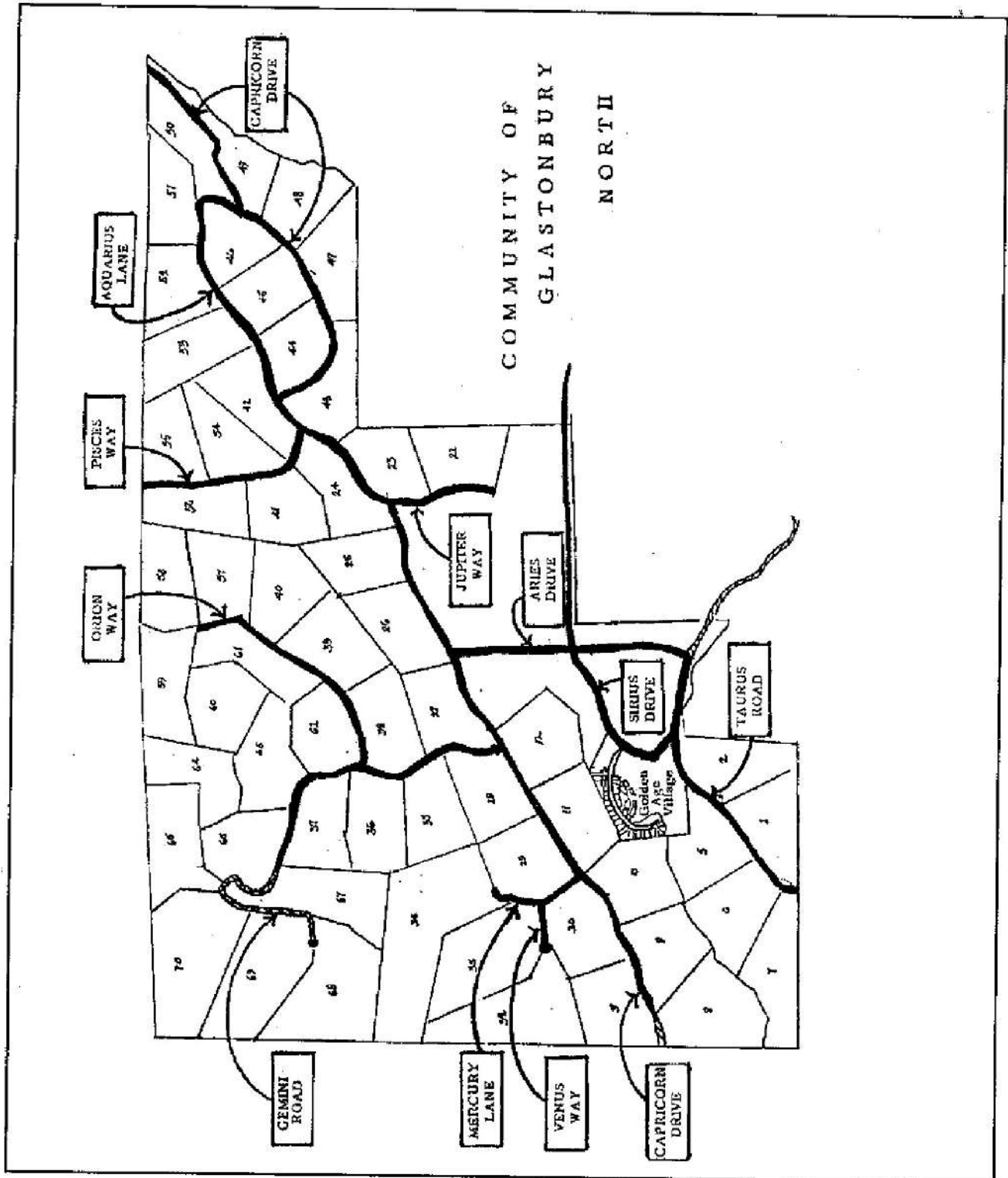
Most water in the communities is drawn from individual wells that vary in depth from 80 to over 400 feet. Wells in the higher elevations have generally been deeper than wells in the foothill and plateau areas. Sewage disposal is individual septic tanks and drainfields. In 1997 the property began phasing out of long-term leased land to that of fee simple ownership. The Glastonbury Landowners Association Inc. (GLA) was formed to take over the administration of Glastonbury from Royal Teton Ltd.

Glastonbury North, the former Fridley Creek Ranch, consists of 1,545 contiguous acres which were originally divided into 54 parcels as depicted in Certificate of Survey 615A. It extends from the 5,000-foot level near the valley floor up to the 6,000-foot elevation on its common border with the Gallatin National Forest. The general topography within the Community ranges from the relatively gentle sloping terrain of the valley to moderately rolling foothills to the canyons and steep hills of the rocky forested areas. The vegetation ranges from cropland and grass to grass and sagebrush fields in the lower elevations, to evergreen forests in the higher elevations. Fridley Creek runs through one side of the Community, along with numerous springs and drainages.

The plateau area of Glastonbury North sits well above and to the north of Emigrant and is shielded from U.S. Highway 89 by a rocky ridge. These plateau areas are generally wide open and feel the southwest winds the most. A small area of the plateau has a natural shelter belt created by Fridley Creek.

Glastonbury South, the former Dry Creek Ranch 3½ miles south of Emigrant, consists of 2,613 contiguous acres that were originally divided into 104 parcels as depicted in Certificate of Survey 616A. It extends from the 5,000-foot level near the valley floor up to the 6,700-foot elevation on its 2-mile common border with the Gallatin National Forest. The general topography

Map 2: Glastonbury North



within the Community ranges from the relatively gentle sloping terrain of the valley to moderately rolling foothills to the canyons and steep hills of the rocky alpine areas. The vegetation ranges from cropland and grass to grass and sagebrush fields in the lower elevations, to evergreen forests in the higher elevations. Dry Creek and Golmeyer Creeks traverse parts of the Community, along with numerous springs and drainages. Golmeyer Creek has a beautiful waterfall within sight of Hercules Road in the forested area.

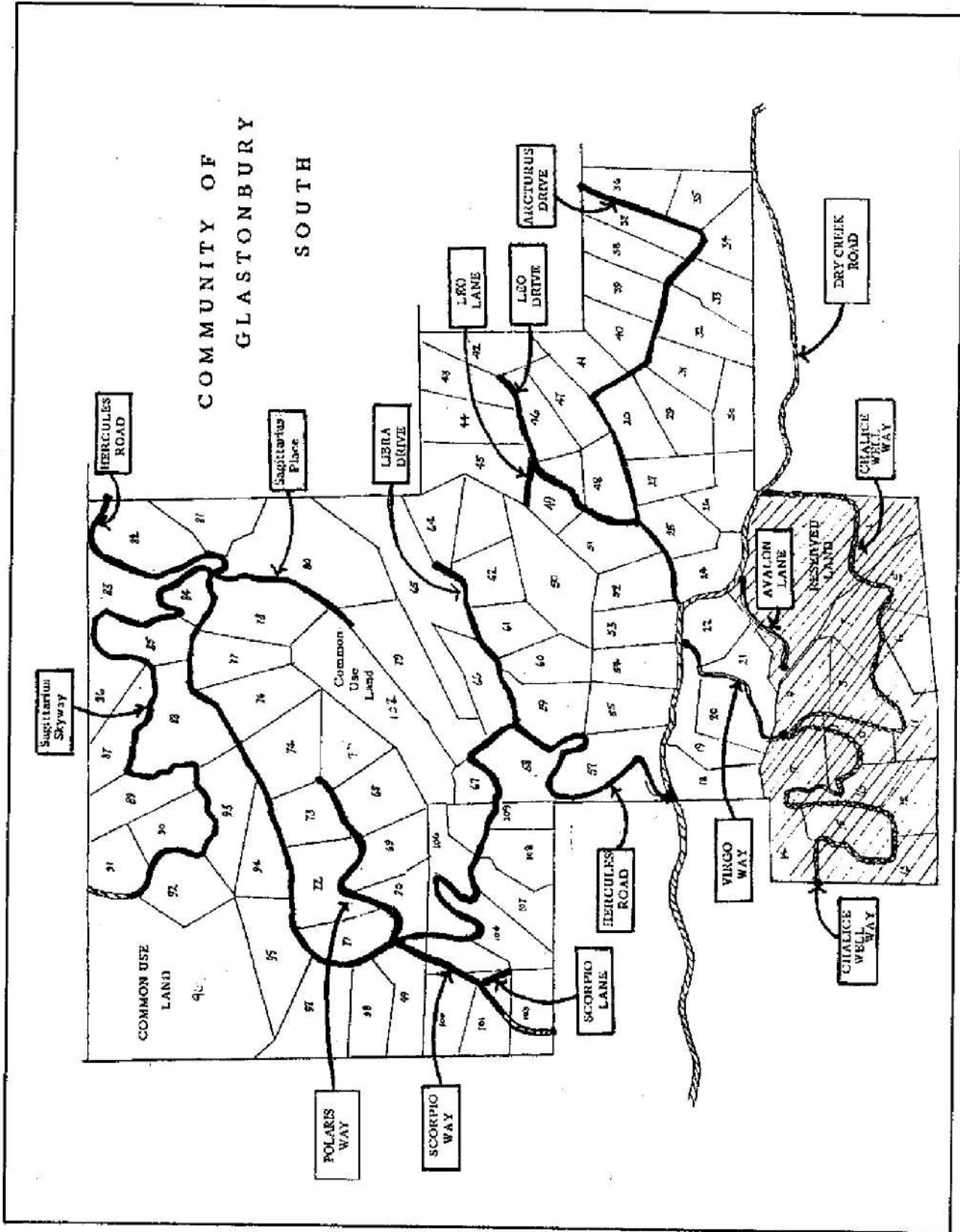
The plateau area of Glastonbury South begins at its entry off U.S. Highway 89. Much of this plateau area will remain agricultural and serve as a buffer between the highway and the developed parts of the Community. This plateau area has a natural shelter belt created by tall trees along Dry Creek to the south and a hilly area to the north.

The middle area of both Glastonbury North and South is moderate foothills with grass- and scrub-covered slopes ranging between 5 percent and 20 percent grade. This rolling landscape is pocketed with flatter hollows and sheltered areas. Many parcels have dramatic panoramic views of the Yellowstone River and the mountains ringing Paradise Valley. Most of the areas, even in the hollows, have views of 10,921-foot-high Emigrant Peak in the Absaroka Range to the east and 10,299-foot-high Hyalite Peak in the Gallatin Range to the west.

The higher elevations of Glastonbury North are partially forested and in Glastonbury South the higher elevations range from forested to alpine. Almost 40 percent of Glastonbury South is forested. This rugged landscape is characterized by fir, pine, aspen and juniper trees that fill the draws and hug the leeward sides of the hills. The forests are interrupted by grassy meadows, steep rocky ridges, canyons and rock outcroppings. The forested area receives more rain and snowfall than the foothill and plateau areas.

Glastonbury enjoys much of Montana's wildlife. Mule deer regularly traverse Glastonbury traveling from the forests to the hayfields near the Yellowstone River. The forested areas provide cover for occasional herds of elk and are home to chickadees, Clark's nutcrackers, pine siskins and other hardy birds; small mammals such as squirrels, raccoons, porcupines and ferrets; and occasionally larger mammals such as mountain lions or black bears. The grasslands are home to voles, cottontail rabbits, hares, skunks, grouse and hawks. The spring sees the yearly return of song sparrows, goldfinches, mountain bluebirds, meadowlarks and swallows. In the autumn, bald and golden eagles can frequently be seen hunting and fishing along the Yellowstone River.

Map 3: Glastonbury South



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2.0 Reserved

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3.0 Residential Area Design

3.1 General Comments

The development of the Residential Area was previously determined only by parcel maps, the Covenants of the Community of Glastonbury, and Standards adopted by the Glastonbury Project Review Committee (PRC). Many of these parcels have been purchased and developed. The Glastonbury Landowners Association (GLA) is responsible for enforcing the Covenants in effect prior to September 30, 1997, and Standards for building work done prior to June 16, 1997, along with the Restated Covenants for building projects seeking approval after September 30, 1997. The GLA is also responsible for enforcing the Land Use Master Plan.

Following the May 28, 1993, settlement with Park County, no new tenancy-in-common interests, except between immediate family members, are allowed in the Community of Glastonbury.

3.2 Single Detached Residential

★ Single residential buildings in Glastonbury have a wide latitude in their design. The height restriction is 30 feet above ground level of the predominant view of the building. Requests for variances to this restriction shall take into consideration how a building is situated in the landscape, the predominant view of the house, and the character of the neighborhood. For example, a house backing up to a mitigating natural feature, such as a hillside or tall trees, might conceivably be allowed to have a daylight basement, two stories and a third floor attic with dormer windows.

Single detached residences and their outbuildings are the only buildings allowed outside the Village Center area that do not need to meet the performance criteria listed in Section 3.3 that are not also listed in *Section 3.5, Residential Design Standards*.

The Covenants Section 5.07 and 5.08 govern the allowance for cottage industries and light industrial. The Covenants Section 4 governs agricultural land use.

Single-family residences with an apartment are allowed in the single residential area. Bed and breakfast facilities will be considered under the Multiple-Family Residential criteria for duplexes listed in Section 3.3.

Maximum residential development for an unsubdivided parcel is limited to one single-family residence and one additional single or duplex residence, both owned by the parcel owner. Maximum residential development for a subdivided parcel is limited to one single family residence and one guest house, both owned by the parcel owner. A formal subdivision, prepared and approved in accordance with the applicable regulations of the Community of Glastonbury, Park County and the Montana Department of Environmental Quality (DEQ), must be completed by a parcel owner in order to increase residential density to the values shown in *Section 4.6, Schedules of Residential Topographical Areas and Density*.

3.3 Multiple-Family Residential

An application for multiple-family residence in Glastonbury outside the Village Center will be considered by the PRC to determine if the project meets the performance criteria listed in this

★

Section. Large projects in areas outside the Village Center will be reviewed in a public hearing. The GLA will mail notice of the hearing to neighboring Landowners within 300 feet of any boundary of the applicant parcel and post notices in prominent areas at least 15 days prior to the meeting.

The following subsections present the criteria and considerations that a development must meet for duplexes, triplexes, quadplexes, large multiple-family residential, condominiums and apartments outside the Village Center. Refer also to *Community Standards: Section 2.0, Subdivision Standards* and surrounding land use considerations.

3.3.1 Duplexes

1. Access; parking facilities
2. Fire protection buffer area extending 35 feet from the building maintained weed/brush-free
3. Class A roof material

3.3.2 Triplexes and Quadplexes

1. Access; impact on road usage, community services and nearby properties
2. Adequate parking facilities with a setback of 35 feet from the Community road easement
3. Consideration of nearby neighbors and minimal visual impact on surrounding land use
4. Building designed to look like a house
5. Landscaping provisions
6. Fire protection buffer area extending 35 feet from the building maintained weed/brush-free
7. Class A roof material
8. Setback requirements:
 - 75 feet in the front or from any Community road easement
 - 50 feet on the side and at the back from any parcel, tract or lot boundary
9. Ability to meet necessary water and septic system requirements
10. The number of units may not exceed the density for the topographical area without support of affected neighbors.

3.3.3 Large Multiple-Family Residential, Condominiums and Apartments

1. Access; impact on road usage, community services and nearby properties
2. Adequate parking facilities with a setback of 35 feet from the Community road easement
3. Building designed to look like a house
4. Fire protection buffer area extending 35 feet from the building maintained weed/brush-free
5. Class A roof material
6. Water reservoirs (if not already available) and landscaping for fire protection
7. Landscaping provisions, including:
 - Usage of tree- and/or brush-covered berms if within 150 feet of neighbor's building
 - Mitigation of view of all buildings in the project from any given location by building placement or tree- and/or bush-covered berms
 - Minimum landscape buffer of berms, trees and/or the building itself to mitigate view of parking from the Community road
 - Minimum landscape buffer 1.5 times the square footage of the footprint of the building developed and maintained around the building
8. Copy of project's homeowners association Articles of Incorporation or Association, covenants or similar agreement showing specific provisions to assess homeowners for

Also place here

maintenance, and showing responsibility of homeowners association to maintain building exterior in like-new condition

9. Building setback requirements: 75 feet in front or from any Community road easement; 50 feet on the side and back from any parcel, tract or lot boundary
10. Ability to meet Montana DEQ water and septic system requirements. Central potable water supply and sewage treatment will allow more density in the project.

3.4 Mobile Homes

3.4.1 General Standards

Prior to June 16, 1997, mobile homes were allowed in the Residential Area under certain conditions. With the adoption of the Master Plan, no mobile homes older than 10 years will be allowed to be placed in the Community of Glastonbury. Only mobile homes with a minimum width of 28 feet and in good condition, adhering to the Mobile Home Standards listed in Community Standards, Section 1.2-A, C, D and E may be brought into the Community of Glastonbury, except as listed in Section 3.4.3 below. In order to assist the owners of existing mobile homes, sketches are provided showing how to bring the mobile homes up to standard. Refer to *Community Standards, Section 1.0 Mobile Homes Standards*, for requirements for mobile homes in the Community.

Park County regulations pertaining to the installation of mobile homes provide that the placement of "...more than one mobile (home) on a tract of record shall be reviewed..." as a subdivision. Under this regulation the definition of a mobile home does not include a modular or factory-built building.

3.4.2 Travel Trailers

Travel trailers are not allowed in the Community of Glastonbury as residential units.

3.4.3 Single-Wide Mobile Homes

A single-wide mobile home currently on a parcel may be replaced by a mobile home with a minimum width of 28 feet that adheres to all other requirements of *Community Standards, Section 1.0 Mobile Home Standards*. Variances may be applied for if the replacement mobile home is a substantial improvement from the original.

3.5 Residential Design Standards

The following design standards are provided to establish a standard for future neighborhood development, while allowing for creativity and innovation in architecture. These are the standards that the GLA and the PRC use to review proposed projects. All structures built before the adoption of this Master Plan are governed by the standards established by the original developer and used by the original Glastonbury Project Review Committee.

Variances: The PRC is authorized by the GLA to consider variances to these standards. The PRC shall not unreasonably deny a variance if it meets architectural design standards acceptable to the PRC and/or proposes mitigating steps that allow for fulfilling the spirit of the design requirements. Variances may be granted where the PRC believes it is necessary and appropriate and where such variance will not be injurious to the rest of the Community. Significant variances

will be reviewed by the PRC at a public meeting. Neighboring Landowners will be given a minimum of two weeks' notice of such meeting.

Project Review: Before any on-site construction may commence, review and approval of all projects within the Community of Glastonbury is required by the PRC for the GLA Board of Directors per Section 6.01 of the Covenants. No building materials or structures may be placed on any site, nor shall building work commence, until written approval is received from the PRC. For more details, see Section 4. Submittals for PRC review must be complete as described in the project application form before a final decision can be rendered.

New applications for building projects will be reviewed by the GLA within 4 weeks of receipt of the application to determine compliance with the applicable standards and performance criteria in Section 3. Major construction projects will be reviewed in a public hearing. Notice of the hearing will be mailed to affected neighboring Landowners and notices posted in prominent areas at least 15 days before the meeting.

After the Landowner's submission of all required materials, the PRC will give the applicant a written response which may include the following:

- A) Preliminary approval to start construction, subject only to final review upon completion;
- B) Preliminary approval subject to conditions and final review;
- C) Recommendations for changing or improving the plans to meet standards;
- D) Tabling the application pending resolution of issues or submittal of additional information; or
- E) Disapproval based upon failure to meet minimum standards, inconsistency with the Covenants or a finding of an inappropriate multiple-family residential building project.

Codes: Refer to Section 4.8.

Building Placement: The placement of buildings shall be responsive to the existing features of terrain, drainage patterns and nearby residences. It is recommended that views, sun and wind exposure be taken into account also. Generally, buildings shall be set back from the ridges and hilltops so that the building is not the predominant feature of the landscape.

Electric and Telephone Service: All electric and telephone cabling shall be buried as per Section 6.03 of the Covenants.

Institutional Activity: Institutional and quasi-public activities, improvements and structures, such as high schools, churches, hospitals, museums, libraries, fire stations, community centers and public service structures shall be allowed only in the Village Center area. Businesses such as properly licensed day-care centers, small preschool or grade schools, and professional services are governed by the Covenants Sections 5.07 and 5.08.

Shelters: Owners of partially completed shelters must correct any hazardous or unsightly conditions and uncompleted site restoration and landscaping resulting from any unfinished work. This work includes, but is not limited to, open excavations, steep embankments, ungraded excavated material, metal debris and poorly sealed openings to underground chambers. A plan

with a realistic construction implementation schedule correcting such hazards must be submitted to the GLA within one year after approval of this Master Plan. The plan must address all uncompleted exterior work and will be subject to on-site inspection by the PRC. The plan will be approved by the PRC within 90 days of receipt of a complete and acceptable plan. A shelter will have up to one year from the approval date to complete all work described in the approval implementation plan.

3.6 Residential Design Recommendations

Landscaping: Overall landscaping is recommended to blend with or enhance the existing natural landscape. Use of plants that survive well in the cold and dry Rocky Mountain zone reduces necessary watering and enhances the natural setting. Landscape elements can be used to maintain the open atmosphere, add necessary windbreaks or soften the impact of buildings, driveways and parking areas. Deer-proof plantings such as spruce and wild flowers are also recommended near buildings. Refer to *Community Standards, Section 4*.

Orientation: It is recommended that residences be placed in a planned unit development that retains maximum open spaces and natural features. This design utilizes natural features of the parcel to create greenways and park-like settings for neighborhoods. In addition, solar exposure and prevailing wind direction should be considered.

Roof Overhangs: Roof overhangs are recommended to be a minimum of 2 feet measured in the horizontal direction in areas of pedestrian traffic.

Building Extensions: Extensions of the main building, in the form of balconies, decks or covered walkways to detached buildings, are encouraged. These design elements provide visual interest and add appreciable protection from wind and inclement weather.

Liquid Propane (LP) Gas Tanks: It is recommended that LP gas tanks be screened from view by landscaping, fencing or some other creative manner that does not cause deterioration or have the potential to trap gas and cause an explosion hazard. Underground tanks made especially for burial shall be installed according to manufacturer's recommendations, including cathodic protection and cathodic test station.

Metering Devices and Transformers: Outdoor metering devices, transformers and utility apparatus are recommended to be concealed from the view of public spaces or neighboring properties.

Driveways and Parking: Driveways and parking areas are recommended to be concrete, asphalt or gravel.

Nuisances and Eyesores: All storage containers, unused vehicles, abandoned travel trailers and inactive excavations in open view of the platted roads or other parcels shall be considered a nuisance and an eyesore under Section 5.05 of the Covenants.

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4.0 Description of Residential Topographical Areas and Density

4.1 Overview

The topographical areas and density schedules flow from the topography and location of individual parcels. A parcel's capacity for development is also determined by access, road snow removal, fire protection, visual impact and surrounding land use. The *4.6 Schedule of Residential Topographical Areas and Density* creates a framework whereby the Landowners gain a level of stability in knowing what to expect in the growth of the neighborhood. Orderly growth promotes beauty and harmony. The overall effect is to preserve the rural residential character of neighborhoods, while encouraging sound and creative growth. By allowing various densities of development in the Residential Areas, the Master Plan allows a wide variety of residential development that can respond to individual and market demands.

Generally, the building density is scheduled for single-family residences, with the highest density set at 1 dwelling unit per 2 acres, which would allow 10 units on an original 20-acre parcel. A cluster development allows for a slightly higher density by building the dwelling units closer together and using a central public potable water system and a public wastewater system. This promotes a greater retention of open space and helps to preserve the rural atmosphere of Glastonbury. The limit of five houses per original parcel, which has been the de facto development density of Glastonbury, was because a maximum of five tracts were allowed under the State's minor subdivision classification.

4.2 Single-Family Residence Variance

Properties within the topographically defined areas of Glastonbury are unique and may utilize a higher building density than is denoted in the *4.6 Schedule of Residential Topographical Areas and Density*. The PRC, after taking into consideration input from neighboring Landowners, shall not unreasonably deny variances for lot sizes smaller than minimum sizes or for additional single-family residences if the new building sites meet acceptable water and septic system requirements set forth by the Montana DEQ or its successor, have minimal impact on Community roads, and are not visible from a Community road. Variances for building sites in view of Community roads will be considered during a meeting that is noticed to the affected neighboring Landowners.

4.3 Minimum Size of Subdivided Tract or Lot

The minimum size for a subdivided tract or lot within any of the denoted Topographical Areas shall be as noted in *4.6 Schedule of Residential Topographical Areas and Density*. The criterion for accepting a subdivided piece of land at the minimum lot size is that the nearby tracts or lots subdivided from the original parcel are larger than the minimum average acreage described in *4.6 Schedule of Residential Topographical Areas and Density*, or that the proposed tract or lot meets the criteria listed in 4.2 or is in a cluster housing development. X

4.4 Major Density Changes

To allow for changes in the Community, major changes to the density schedule may be initiated by Landowners of a neighborhood by applying to the GLA. A neighborhood may be defined as anything larger than three contiguous original parcels. A public meeting will be held on the change and the proposal will be brought before the Landowners by the GLA for a vote in

the same manner as the Master Plan's original adoption per Section 2.06 of the Covenants. Variances for multi-family building projects in a single-family residential area are covered in Section 3.4.

The categories used in the Residential Topographical Areas and Density Schedule are as follows:

A. Lower Plateau Area: This is the relatively flat benchland in the lower elevation with easy access and low to medium visual impact. Only a few parcels in the Lower Plateau area of Glastonbury South are visible from the highway, thus screening most of the developments.

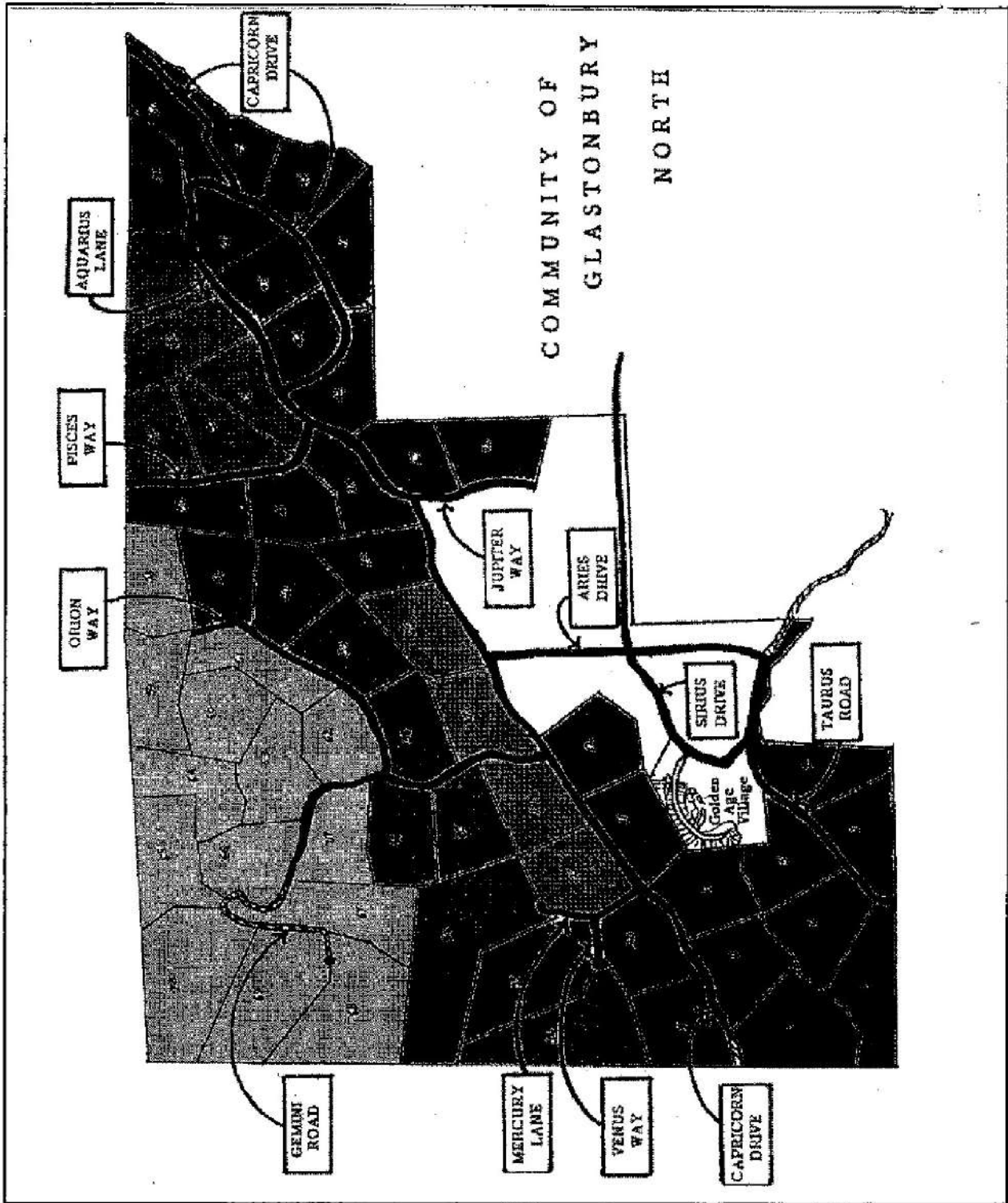
B. Lower Hilly Area: This area is hilly with medium access.

C. Middle Hilly Area: In this area, access is medium to poor and snow removal is more difficult. On some parcels in this area and the Upper Hilly Area, the visual impact is high if the building site is on the hillside with an unimpeded view of the highway.

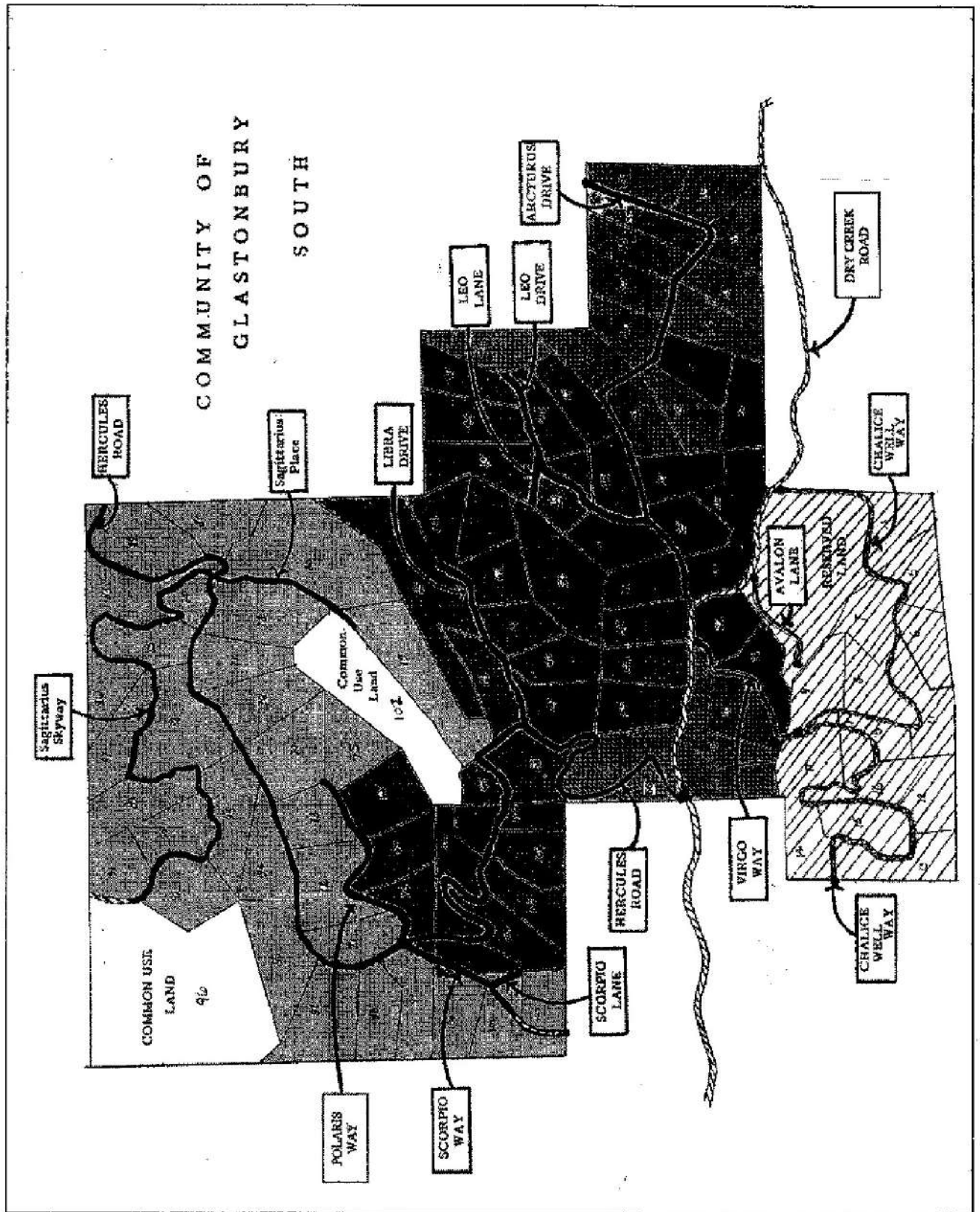
D. Upper Hilly Area: These are limited development areas because of difficult access, steep slopes and challenging terrain. This area is a mix of forest and meadows.

E. Alpine-Forested Area: Development is very limited in this area due to poor access; steep slopes, rock outcroppings and narrow canyons; high fire danger and limited fire protection; and limited snow removal, which could limit winter access.

Map 4: Residential Topographical Areas and Density - North



Map 5: Residential Topographical Areas and Density – South



lots a 20 acre parcel can be subdivided
 Put max # ~~dwelling~~ units on ea. parcel
 4.5 Residential Topographical Areas and Density Schedule

Topographical Description and Parcel Numbers	Minimum Avg. Acres per Tract/Lot ¹	Minimum Acres per Tract/Lot ¹	Maximum Height	Setbacks		
				Front	Sides	Rear
Lower Plateau Area North: 1, 2, 5, 6, 7, 8, 9, 10, 11, 12, 22, 23, 24, 25, 30, 31, 41, 43, 44, 45, 46, 47, 48, 49, 50, 51, 56 South: 20, 23, 28, 29, 32, 33, 34, 35, 36, 37, 38, 39, 40, 41	2.85	2	30 ft	25 ft	25 ft	25 ft
Lower Hilly Area North: 26, 27, 28, 29, 42, 52, 53, 54, 55 South: 21, 22, 24, 25, 26, 27, 30, 31	3.3	2	30 ft	25 ft	25 ft	25 ft
Middle Hilly Area North: 32, 33, 34, 35, 36, 38, 39, 40, 57 South: 18, 19, 42, 56, 57	4.0	2	30 ft	25 ft	25 ft	25 ft
Upper Hilly Area North: 37, 58, 59, 60, 61, 62, 63, 64, 65, 66, 67, 68, 69, 70 South: 43, 44, 45, 46, 47, 48, 49, 50, 51, 52, 53, 54, 55, 58, 59, 60, 61, 62, 63, 64, 65, 66, 67, 68, 69, 70, 104, 105, 106, 107, 108, 109	5.0	4	30 ft	25 ft	25 ft	25 ft
Alpine-Forested Area South: 71, 72, 73, 74, 75, 76, 77, 78, 79, 80, 81, 82, 83, 84, 85, 86, 87, 88, 89, 90, 91, 92, 93, 94, 95, 97, 98, 99, 100, 101, 103	10.0 ²	10.0 ²	30 ft	25 ft	25 ft	25 ft
Common Use Land North: Tract 1 of COS 1173 South: 96, 102	None	N/A	N/A	N/A	N/A	
Golden Age Village Parcels: North Lots 1-49 on portions of 3, 4	N/A	N/A	1 story	15 ft	5 ft	5 ft

1. For all parcels not in tenancy-in-common before May 28, 1993, a formal subdivision, prepared and approved in accordance with applicable regulations of the Community of Glastonbury, Park County and Montana Department of Environmental Quality, must be completed to increase original parcel residential density to more than two residences owned by the parcel owner.

The "minimum average acres per tract/lot" is the maximum average density of development for any given parcel as defined by COS 615A, 616A, 883, 981 and 1173. Individual tracts in the subdivision of a parcel may be smaller, so long as the overall maximum density of the original parcel is maintained. No tract/lot can be less than one acre (except for a tract containing only one emergency fallout shelter).

2. Due to rugged terrain and limited road access, the minimum tract size shall be 10 acres. Tenancies-in-common created before May 28, 1993, may be subdivided to a maximum number and size of tracts determined by the number and percentage of ownership interests of the tenancy-in-common. Immediate family members will be considered one interest. Further subdivisions above the Scorpio-Pofaris intersection may not be allowed by Park County due to the narrow width of Community roads.

Note: Min average acre per lot is governing criteria

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5.0 Administration

5.1 Governing Documents

In addition to this Glastonbury Land Use Master Plan, all Landowners and prospective Landowners are responsible for being familiar with the Restated Declaration of Covenants, herein referred to as the "Covenants," the Bylaws and the Articles of Incorporation of the Glastonbury Landowners Association. These legal documents are available upon written request addressed to the GLA: Legal Forms, P.O. Box 312, Emigrant, MT 59027. The GLA expects Landowners to take responsibility for making their renters or guests aware of and abide by the Covenants.

Upon the Master Plan's adoption, changes to the Master Plan will be in accordance with Section 2.06 of the Covenants of the Community of Glastonbury. Any variances in the Master Plan must be in accordance with Section 12.01 of the Covenants.

5.2 Definition of Terms

Except as may be modified or substituted below, all definitions included in the Restated Declaration of Covenants for the Community of Glastonbury are incorporated in the Master Plan by reference. For the purposes of the application, administration and enforcement of the policies and standards of the Master Plan, important terms are defined as follows:

Lot. Any newly created subdivision of land from a subsequent subdivision of any Tract which was subdivided from an Original Parcel in the Community of Glastonbury.

Mobile Home. A factory-assembled structure or combination of structures, equipped with necessary service connections and made so as to be readily movable as a unit or units and on its (their) own running gear and designed, used and installed as a dwelling unit without a permanent foundation. All mobile homes constructed after June 15, 1976, are required to have a red HUD sticker on the structure (Park County Subdivision Reg., June 1993). A mobile home does not include a modular or factory-built building.

Mobile Home Park. A tract of land providing two (2) or more mobile home lots for lease or rent to the general public (Park County Subdivision Reg., June 1993).

Modular or Factory-Built Building. A factory-assembled structure or structures equipped with the necessary service connections, but not made to be readily movable as a unit or units and designed to be used with a permanent foundation. "Factory-built building" does not include manufactured housing constructed after June 15, 1976, under the HUD National Mobile Home Construction and Safety Act of 1974 (Park County Subdivision Reg., June 1993). Modular or factory-built buildings also include those units constructed or approved in accordance with the Uniform Building Code as adopted in Montana (Sec. 50-60-402, MCA).

Original Parcel. Any parcel that was included in any of the original or revised Certificates of Survey establishing the parcels or realigning the boundaries between parcels in the Community

of Glastonbury, including, but not limited to COS 615A, 616A, 883, 884, 892, 895, 981 and 1123 and the Golden Age Village at Glastonbury North mobile home park plat.

Project Approval Process. It is the responsibility of the Landowner to obtain written approval from the PRC prior to storing any building materials or structures on any Glastonbury property or beginning any construction of any type in the Glastonbury Community. The first step in the project approval process is to request the application forms. Landowners may obtain these forms by writing to GLA Project Review Forms, P.O. Box 312, Emigrant, MT 59027 or by obtaining Architectural Review forms from the GLA web site at www.mt-gla.org.

The completed application is sent to the GLA Secretary. The Glastonbury Project Review Committee reviews the application and either approves or denies it as set forth in Section 3.5.

Tract. Any newly created subdivision of land from the first subdivision of an Original Parcel in the Community of Glastonbury.

Village Center. That area of land comprising some of the Original Parcels of Glastonbury and other land marked "Reserved Land" on the Community of Glastonbury maps, which were held aside for later higher density residential building and commercial development. Part of the property known as the Lindorfer property next to Glastonbury South is also envisioned as part of the Village Center. This area may be expanded in the future by amending the Master Plan as provided for in the Covenants.

5.3 Master Plan and Project Review Committee

The Master Plan will be reviewed by the GLA within five years to ensure that its objectives, policies and implementation procedures continue to serve the Community's interests. Any needed adjustments to adequately relate to current demographic and market conditions will be brought before the Landowners by the GLA for a vote in the same manner as the Master Plan's original adoption per Section 2.06 of the Covenants.

The GLA has delegated the responsibility for managing the approval process for any building projects or subdivision activities in the Community to the Glastonbury Project Review Committee (PRC). The GLA is responsible for all project approvals.

5.4 Project Fees

A non-refundable project fee shall be charged by the Glastonbury Landowners Association to cover research costs per building for the processing of any type of building application other than single-family residential, such as commercial or multiple-family residential, within any area included in the Covenants. A schedule of fees dependent on the size and complexity of the project shall be set by the GLA Board and published.

5.5 Subdivision Approval Process

It is the responsibility of the Landowner to obtain written approval of the PRC for any subdivision in Glastonbury prior to receiving preliminary or final approval from Park County. The PRC shall give such approval only when the parcel's Landowner(s) have taken care of all outstanding matters from previous PRC decisions. Landowners may obtain the necessary forms

by writing to GLA Project Review Forms, P.O. Box 312, Emigrant, MT 59027 or by obtaining Architectural Review forms from the GLA web site at www.mt-gla.org. Refer to *Community Standards, Section 2.0: Subdivision Standards*.

5.6 Codes

All applicable State and County building, electrical, plumbing, mechanical, energy and sanitary codes and regulations must be adhered to for all structures. These may include but are not limited to:

Uniform Building Code	National Electrical Code	Uniform Plumbing Code
Uniform Mechanical Code	Uniform Fire Code	Life Safety Code
State of Montana Energy Conservation Standards		Septic Tank Standards

5.7 Disclaimer

Neither the Glastonbury Landowners Association nor the Project Review Committee, their officers or members are responsible for the design, structural safety, engineering or legality of any proposed or approved building project, structure or proposed subdivision, nor will the project approval be considered as an assumption of such responsibility. The GLA, its members, committees or subcommittees shall not be liable to any Landowner, contractor, developer or any other person for any damage, loss or prejudice suffered or claimed on account of: the approval, correction, amendment or change of any plans, drawings and specifications, whether or not defective; the rejection of any plans, drawings and specifications found not in conformance with the Covenants or Master Plan; the construction or performance of any work, whether or not following plans, drawings or specifications approved by the GLA; the manner of any development of any land in Glastonbury.

It is the Landowner's responsibility to comply with all obligations under the Covenants, the Master Plan and all applicable County, State and Federal laws and codes.

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**Glastonbury Landowners Association
Board of Directors Meeting Minutes**

March 1, 2004

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1. Call to Order, Prayer

The meeting was called to order by David Tonkin at 7:17 p.m., at Golden Ratio Woodworks. Cynthia gave the opening prayer.

PRESENT: David Tonkin (President), Janet Naclerio (Secretary), Cynthia Blocker (Treasurer), Edward Anderson, Philip Hoag, Edwin Johnson, Orlando Johnson, Pamela May, Charlotte Mizzi and James Trisdale (JT)

ABSENT: James Kozlik (Vice-President)

PROXIES: James Kozlik to Janet Naclerio

ALSO ATTENDING: Denise Orr (GLA secretary); Marian Barker (Landowner)

2. Reading and Disposition of the Minutes General Business

February 2, 2004 Meeting Minutes

MOTION: Charlotte motioned and Pamela seconded to approve the February 2, 2004 meeting minutes as amended. Motion carried.

3. General Business

3.1 New Business

David reviewed the agenda and new additions to it.

3.2 2004 Proposed Budget.

The Board reviewed the categories and amounts listed on the proposed budget and agreed to the following: (1) Increase the Web Site budget to \$1,200 to handle Web site maintenance; and (2) Eliminate the Manager category, transfer its budget to the Misc. Professional fees category and add to it to cover fees for managerial type work and other professional services; and (3) Insert an additional column into the budget to cover the amounts required for each budgeted item.

3.2.1 A further discussion on the budget included: (1) The expense of snowplowing & road repair is very high. David will research the difference in fees for Archie Mann and other contractors; (2) Steps should be taken to increase the GLA's income in order to handle its expenses. The Board agreed assessments should be increased in 2005. Philip suggested that fundraising events could be held in order to raise money; (3) The Covenants give the GLA Board the authority to raise assessments based on certain criteria that David will research; and (4) Budget information will be presented to landowners at the March 20th meeting informing them of the current financial status of the GLA.

3.3 Replacement of Director

David reported that Kristen Hardesty submitted her resignation as a Board trustee last month due to conflicts in time with her work and family schedule. The Covenants state that the Board has the option to replace her or not replace her. The Board agreed to give some thought as to what they would like to do and will discuss this issue at the next meeting.

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3.4 New Cleanup Committee Chair. Tabled.

3.5 Rabies shots for dogs.

David reported that rabies shots are regulated by the city, not by the county government. The Board discussed reasons why pets owned by GLA landowners should be required to have current rabies shots.

MOTION: Philip motioned and JT seconded his motion to require all dogs and cats owned by GLA landowners to have up-to-date rabies shots and to renew these shots periodically, as needed.

AMENDMENT: Orlando motioned and Charlotte Mizzi seconded to add to the above motion: If a dog or cat is found without a tag or proof of rabies shot, the owner will be fined \$50.00. Amendment carried with one abstention.

The above Motion with the Amendment carried.

3.6 GLA Sign (SG). David reported that Cynthia Blocker is requesting the GLA to remove the Glastonbury sign posted on her property. The Board discussed potential sites where the sign could be re-posted. David will review further sites and present a list to the Board at the next meeting.

4. Report of Officers and Committees

4.1 Treasurer's Report: Cynthia Dodge-Blocker, Treasurer

Cynthia distributed "Savings Account Balance History 02/01/04," "February 2004 Bank Transactions," GLA Balance Sheet as of January 31, 2004" and "GLA Income & Expense Budget Overview/January 2004."

4.2 Old Business

ACTION ITEM – Add Subdivision waiver to Architectural Application form. **Done.**

ACTION ITEM – Send waiver notice to NGTC. **Done.**

4.3 New Business

4.3.1 Review Invoices. Cynthia requested that Board members list specific information on invoices submitted to her.

4.3.2 Lot 84/SG /Marlene LaShomb Assessments: Cynthia distributed and reviewed an informational page concerning the complexities and ambiguities surrounding a lien placed on Marlene LaShomb's property and Cynthia's proposal to waive the interest and penalties owed on the property (see attached).

MOTION: Cynthia motioned and JT seconded to approve waiving interest and penalties in the amount of \$689.00 on Lot 84/SG if Marlene pays the \$720.00 delinquent dwelling assessments. Motion carried.

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4.4 Architecture Subcommittee Report James Kozlik & Pamela May, Co-Chair

4.4.1 Old Business

ACTION ITEM – Status of Gelderloos shop construction. **Tabled.**

ACTION ITEM – Incorporating new time limit policies into project application. **Done - draft given to David.**

ACTION ITEM – Twin Pillars safety hazard. David reported that he would be consulting our attorney to determine the appropriate action to take concerning this issue and will send a letter to Twin Pillars reflecting our attorney's advice.

ACTION ITEM – Send response to sign application from Kathleen Rakela. **Done.**

ACTION ITEM – Send approval notice to Allen. **Done.**

ACTION ITEM – Talk to attorney regarding subdivisions. **Tabled.**

ACTION ITEM – Review of Kathleen Rakela's updated sign application. The Board reviewed Kathleen's updated application that included a colored rendition of her proposed sign and the materials to be used in its construction. Pamela reported that the Sheriff's Department informed her that the statute of limitation on the arresting and conviction of the vandalism done to Kathleen's statues would be one year from the date Kathleen reported the complaint regarding the vandalism. The Sheriff's office further confirmed that Kathleen reported the vandalism on January 14, 2003 and that the statues of limitation on the arresting and conviction of that crime ran out on January 14, 2004. The Board agreed that the GLA would not approve Kathleen's sign application based on the above information. They also agreed that the GLA should obtain a written statement from the Sheriff's office confirming this information and that it should be included in a letter to Kathleen.

MOTION: Pamela motioned and Cynthia seconded to disapprove Kathleen Rakela's sign based on the Park County Sheriff's statements that the statute of limitation expired on January 14, 2004 for the arresting and prosecution of the vandalism of Kathleen's statues. Motion carried.

4.4.2 New Business

4.4.2.1 Lot 97/98 (SG) Kathleen Ramp/ Subdivision & logging applications.

MOTION: Orlando motioned and Charlotte seconded to approve Kathleen's applications contingent on the following conditions: (1) The road must be resurfaced with gravel and completed according to road standards within (amount of time ?) and; (2) The debris on the creek bottom plus the blasted trees

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and rocks must be cleaned up and the area restored to its original condition.
Motion carried with one abstention.

4.4.2.2 Lot 37-1B (SG) Pamela May/Greenhouse application.

MOTION: Charlotte motioned and Edwin seconded to approve Pamela May's greenhouse application. Motion carried with one abstention from Pamela.

4.4.2.3 Lot 10-D (SG) Dhieux Bray/Greenhouse application.

MOTION: Edwin motioned and Philip seconded to approve the Dhieux Bray greenhouse application. Motion carried.

4.4.2.4 Development of Charges and Fees. David reported that the Architectural Review Committee met and is proposing that a \$25 fee be attached to each project application. David requested that Orlando oversee a committee to propose a schedule of GLA charges and collection fees.

4.5 Road & Weed Committee Report: James Trisdale & Philip Hoag, Co-Chair

4.5.1 Old Business

ACTION ITEM – Paving roads: Raising assessments for paving roads and paying a manager survey. David reported the results of the Landowner's response to the February 6th and 12th mailing surveys. As of 3/1/04, 109 ballots were received representing 133 votes. The percentages on the survey options were as follows: (David: Please fill in the percentages)

Paving Options

Option 1	17% in favor
Option 2	7% in favor
Option 3	3% in favor
Option 4, Sealing Only	17% in favor
No Increase in Assessments	47% in favor

Manager Options

28 % - in favor – 58% not in favor

Interested in Paving Own Driveway

[I don't have #]

4.5.2 New Business

As a follow-up to the paving survey, the Board agreed that research should be conducted in order to formulate a well thought out plan concerning what improvements should be made to Glastonbury roads and prioritize the various options.

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4.6 Complaint Committee Report: Charlotte Mizzi, Chair

4.6.1 Old Business

ACTION ITEM – Status of Parcel 32 (NG)/Kathleen Ulrich. David reported that a mediation meeting conducted by Tim Dolan took place on (date?) with Kathleen, David and Edward. During the meeting, Kathleen agreed to: (1) submit a clean-up plan to the GLA by March 8; (2) complete a clean-up in the next 2-3 months; (3) submit to the GLA for approval construction plans for her first and second story that have been approved and signed by a professional engineer by (date ?); (4) construction of the first and second story of her home must be built according to the plans that the professional engineer and GLA has approved, (5) construction must be completed within 3-6 months; and (6) after construction, the engineer must submit a written statement that construction was completed according to the approved plans. An additional meeting will be scheduled with Tim Dolan.

David reported that 30% of Kathleen's refuse is spilling off her property line onto Edward Anderson's property. The Board agreed that this particular issue is not the GLA's responsibility and suggested that Edward contact Kathleen and request that she remove the refuse within 2 weeks or he will report the violation to the sheriff.

David reported that Daniel Woodriff (Kathleen's ex-husband) has a moving van and other items on Edward's property that he has agreed to move by April 1st. The GLA will send a letter to Woodriff to confirm his agreement.

David suggested actions that might assist with Kathleen's clean-up: (1) bring in a roll off and place on her property; (2) construct an 8-foot high wooden fence around the refuse and plant trees around it so that it is hidden—this would require approval from her neighbors; and/or (3) have a meeting with Kathleen's neighbors and ask for their input.

ACTION ITEM – Status of removing rock pile about culvert. **Tabled.**

ACTION ITEM – Status of cleanup on Hansard property. **Tabled.**

ACTION ITEM – Status of Nye's dog complaint. David reported that we received a response from Ronny Goodson (owner of the dog) to our letter to him and the issue is being handled.

4.6.2 New Business

Dog Complaints

Philip reported that Ian Scott complained about a dog (dog owners live in Rex Pierson's old mobile home). Philip was asked to request that Ian submit a formal complaint form so that the GLA can look into Ian's complaint. Members of the Board discussed various dog problems in Glastonbury and David requested that complaint forms be completed and forwarded to him so

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that further action can be taken.

4.7 Land Use Master Plan Committee: Charlotte Mizzi, Chair and Orlando Johnson.

4.7.1 Old Business

ACTION ITEM – Status of Master Plan. The Board agreed to meet on 3/12 at 7:30 p.m. to review the next Master Plan meeting David will talk to John Fanuzzi regarding the cafeteria's rental fees.

ACTION ITEM – Subdivision and Reclamation Standards.

MOTION: JT motioned and Cynthia seconded to talk about the subdivision and reclamation standards at our next meeting as James Kozlik and Pamela May have objections and were not present to voice them. Motion carried.

4.8 Recreation Committee: Janet Naclerio, Chair; Edward Anderson, Kristen Hardesty

4.8.1 Old Business

ACTION ITEM – Legal Formation of PVRC. David reported that our attorney would send him proposed bylaws next week.

ACTION ITEM – Filing Parcel 16A to be part of Glastonbury. **Tabled.**

4.8.2 New Business

ACTION ITEM – Include Parcels 23-A (SG) and 14-A (NG) under FLA umbrella.

MOTION: Edward motioned and Orlando seconded to approve placing the new parcels given to the Teaching Centers (Parcels 23-A/SG and 14-A/NG) under the umbrella of the GLA. Motion approved with one abstention from Charlotte.

4.9 Web Site Committee: Edward Anderson, Chair

4.9.1 Old Business

ACTION ITEM – Sending letters to Realtors

ACTION ITEM – Sending Edward documents to place on website

Maps. **Done** Standards. **Done.** (David will give to Edward.)

ACTION ITEM – Link extra Glastonbury website name to original name. **Done.**

4.9.2 New Business

Purchase \$230 Comment Program. The Board agreed that the GLA can't afford to purchase this program and landowners can send their comments by e-mail.

4.10 Clean-up Committee- No report.

4.11 Ombudsman Report: Richard Allen(SG) Richard Johnson(NG) No reports.

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Board of Directors Meeting Minutes
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5. Other Business

5.1 Shelter Insurance

ACTION ITEM – List of points to consider regarding shelter insurance. **Tabled.**

6. Next Meeting and Adjournment:

The meeting was adjourned at 9:55 p.m. with no further business. The next meeting will be held April 5, 2004 at Golden Ratio Woodworks Cafeteria, at 7 p.m.

A special meeting (in preparation for the March 20th Master Plan Meeting with Landowners) for all Board members will be held on Friday evening, March 12, at Golden Ratio Woodworks Cafeteria, at 7:30 p.m.

A special meeting for the GLA Board and Landowners, concerning the proposed Master Plan, will be held on Saturday March 20th at the Emigrant Hall, at 10 a.m.

NEW ACTION ITEMS:

- GB030104.1 David to revise 2004 Proposed Budget
- GB030104.2 David to research difference in fees between Archie Mann and other contractors.
- GB030104.3 Cynthia ? to prepare budget information to be presented to landowners at the March 20th meeting to inform them of the current financial status of GLA.
- GB030104.4 Board members to think about what steps they would like to take for replacement of director position and discuss at meeting.
- GB030104.5 Inform landowners about new rabies shot requirements and penalty fees.
The entire Motion with Amendment carried.
- GB030104.6 David to compile list of sites for SG sign and present a list to the Board at April meeting.
- TR030104.1 Cynthia to write to Marlene LaShomb
- AR030104.1 David to review new time limit policies incorporated into project application.
- AR030104.2 David to send letter to Twin Pillars reflecting advice of our attorney.

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March 1, 2004
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- AR030104.3 Pamela to request written statement from Sheriff's office regarding statute of limitations on Rakela issue and forward to Denise.
- AR030104.4 Denise to send application response to Kathleen Rakela.
- AR030104.5 David to send application approval w/conditions to Kathleen Ramp.
- AR030104.6 Denise to send greenhouse application approval to Pamela May.
- AR030104.6 Denise to send greenhouse application approval to Dieux Bray
- AR030104.8 Orlando to oversee a committee to propose a schedule of charges and collection fees for GLA.
- RD030104.1 David (?) to compile a plan concerning what improvements should be made to Glastonbury roads and prioritize the various options.
- CP030104.1 ? to write to Daniel Woodruff confirming his agreement to move his materials off of Edward's and (?) Kathleen's property.
- CP030104.2 Conduct meeting with Kathleen's neighbors and ask for their input.
- CP030104.3 Philip to contact Ian Scott and request that he submit a formal dog complaint.
- CP030104.4 Board members with information regarding dogs need to send complaints to David.
- MP030104 David to talk to John Fanuzzi regarding cafeteria rental fees.
- OB030104 Place the new parcels given to the Teaching Centers (Parcels 23-A/SG and 14-A/NG) under the umbrella of the GLA.

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Glastonbury Landowners Association, Inc.
Board of Directors Meeting Agenda
March 1, 2004

- 1. Call to Order, Opening Prayer**
- 2. Reading and Disposition of Minutes**
February 2, 2004
- 3. General Business**
 - 3.1 New Business**
 - 2004 Budget
 - Replacement Director
 - New Cleanup committee chair
- 4. Report of Officers and Committees**
 - 4.1 Treasurer's Report** – Cynthia Dodge-Blocker, Treasurer
 - 4.1.1. Old Business**
 - ACTION ITEM – Add Subdivision waiver to Architectural Application form *[Denise]*
 - ACTION ITEM – Send waiver notice to NGTC *[Denise]*
 - 4.1.2. New Business**
 - Review Invoices** *[Cynthia]*
 - 4.2 Architecture Subcommittee Report** – Jim Kozlik and Pamela May, Co-chairs
 - 4.2.1. Old Business**
 - ACTION ITEM – Status of Gelderloos shop construction *[James]*
 - ACTION ITEM – Incorporating new time limit policies into project application *[Denise]*
 - ACTION ITEM – Twin Pillars safety hazard *[David]*
 - ACTION ITEM – Send sign notice to Rakela *[Denise]*
 - ACTION ITEM – Send approval notice to Allen
 - ACTION ITEM – Talk to attorney regarding subdivisions *[David]*
 - New Business**
 - Lot 61-B SG** – Preliminary review of house
 - ACTION ITEM – Review Rakela sign application
 - 4.3 Road & Weed Committee Report** – Philip Hoag and JT Trisdale, Co-Chair
 - 4.3.1. Old Business**
 - ACTION ITEM – Paving roads *[David]*
 - 4.3.2. New Business**
 - 4.4 Complaint Committee Report** – Charlotte Mizzi – Chair
 - 4.4.1. Old Business**
 - ACTION ITEM – Status of Parcel 32 (NG) Ulrich *[David]*
 - ACTION ITEM – Status of removing rock pile above culvert *[David]*
 - ACTION ITEM – Status of Cleanup on Hansard property *[David]*
 - ACTION ITEM – Status of Nye's dog compliant *[David]*
 - 4.4.2. New Business**

Glastonbury Landowners Association, Inc.
Board of Directors Meeting Agenda
March 1, 2004

- 4.5 **Land Use Master Plan Committee Report** – Charlotte Mizzi, Chair
 - 4.5.1. **Old Business**
 - ACTION ITEM – Status of Master Plan *[David]*
 - ACTION ITEM – Subdivision and Reclamation Standards
 - 4.5.2. **New Business**

- 4.6 **Recreation Committee Report** – Janet Naclerio – Chair
 - 4.6.1. **Old Business**
 - ACTION ITEM – Legal Formation of PVRC
 - ACTION ITEM: Filing Parcel 16A is now part of Glastonbury
 - 4.6.2. **New Business**
 - ACTION ITEM – Including Parcels 23A SG and 14A NG into Glastonbury

- 4.7 **Web Site Committee Report** - Edward Anderson, Chair
 - 4.7.1. **Old Business**
 - ACTION ITEM – Sending letters to Realtors *[Denise]*
 - ACTION ITEM: - Sending Edward and Placement of documents on Website
 - Maps *[David]* **Done**
 - Standards *[David]* **Done**
 - ACTION ITEM - Link extra Glastonbury website name to original *[Edward]*
 - 4.7.2. **New Business**

- 4.8 **Clean-up Committee Report** –, Chair

- 4.9 **Ombudsman Report** – Jeanie Campbell (SG) & Richard Johnson (NG)

- 5. **Other Business**
 - 5.1 **Shelter Insurance** *[Orlando]*
 - ACTION ITEM – List of point to consider regarding shelter insurance *[Orlando & Philip]*

- 6. **Next Meeting and Adjournment**

03/01/04

Glastonbury Landowners Association, Inc.
Balance Sheet
 As of February 29, 2004

	<u>Feb 29, '04</u>
ASSETS	
Current Assets	
Checking/Savings	
1st National Bank Checking	17,572.92
1st National Bank Savings	<u>7,198.65</u>
Total Checking/Savings	24,771.57
Accounts Receivable	
Accounts Receivable	<u>97,913.12</u>
Total Accounts Receivable	97,913.12
Other Current Assets	
Undeposited Funds	<u>-573.50</u>
Total Other Current Assets	<u>-573.50</u>
Total Current Assets	122,111.19
Fixed Assets	
Paved Roads	<u>1.00</u>
Total Fixed Assets	<u>1.00</u>
TOTAL ASSETS	<u>122,112.19</u>
LIABILITIES & EQUITY	
Liabilities	
Long Term Liabilities	
Road Pavement Loan	244,312.31
Total Long Term Liabilities	<u>244,312.31</u>
Total Liabilities	244,312.31
Equity	
Beginning Balance	11,816.51
Opening Bal Equity	-244,401.10
Retained Earnings	55,759.41
Net Income	<u>54,625.06</u>
Total Equity	<u>-122,200.12</u>
TOTAL LIABILITIES & EQUITY	<u>122,112.19</u>

March 1, 2004

Glastonbury Landowners Association, Inc.
Income & Expense
February 2004

	<u>Feb '04</u>
Income	
1. General Income	
Sanitation Bond Account	500.00
Total 1. General Income	500.00
2. Assessments	
Dwelling Assessment 2002	190.00
Dwelling Assessment 2003	220.70
Dwelling Assessment 2004	2,288.75
Land Assessment 2002	190.00
Land Assessment 2003	220.71
Land Assessment 2004	4,088.75
Total 2. Assessments	7,198.91
3. Late Fees/Finance Charges	
Finance Charges	165.71
Five Percent Penalty	29.50
Total 3. Late Fees/Finance Charges	195.21
Total Income	7,894.12
Expense	
A. Business Expenses	
8. Taxes	50.00
9. Refund on Overpayment	60.00
Total A. Business Expenses	110.00
B. Office Expense	
1. Copying	496.15
2. Postage	572.00
3. Office Supplies	25.35
4. Misc. Expenses	44.60
5. Refreshments	124.17
Total B. Office Expense	1,262.27
C. Professional Fees	
1. Accountant	105.00
3. Legal Council	648.00
4. Manager	930.00
5. Misc. Professional Fees	25.00
6. Secretarial	384.00
7. Treasurer	156.00
8. Web Site	8.00
Total C. Professional Fees	2,256.00
D. Road Repairs & Maintenance	
1. Loan Payment	7,556.32
5. Sanding	500.35
6. Snow Plowing	587.50
Total D. Road Repairs & Maintenance	8,644.17

	<u>Feb '04</u>
E. General Expenses	
2. Equipment Repair & Maint.	<u>120.00</u>
Total E. General Expenses	120.00
F. Misc. Projects	
4. Recreation Area	<u>4.44</u>
Total F. Misc. Projects	4.44
H. Discount	<u>5.00</u>
Total Expense	<u>12,401.88</u>
Net Income	<u>-4,507.76</u>

SAVINGS ACCOUNT BALANCE HISTORY-03/01/04							
2002	December		\$23,766.87				
2003	November		\$15,179.29				
2004	February		\$7,703.53		I will be transferring \$10,000. back to savings		
					Savings will then be up to \$17,703.53		
					This will leave approximately \$7,111. in checking		

GLASTONBURY LANDOWNERS ASSOCIATION, INC.
Proposed 2004 Budget

Account No.	ITEM DESCRIPTION	YEAR 2004 PROPOSED BUDGET		YEAR 2003 TOTALS		YEAR 2002 TOTALS		
		Subtotal	Total	Subtotals	Totals	Subtotals	Totals	Notes
A	Income		90,870		76,971		75,481	
A 1	General Income		18,050		5,221		4,467	
A 1.1	Church, for Paving Loan	2,550		1,798.10		2,554.46		
A 1.2	Interest Income	300		335.26		552.50		
A 1.3	Misc. Income	100		0.00		(389.54)		
A 1.4	Master Plan Refund	10,000						
A 1.5	Guardrails	5,000						
A 1.6	Sanitation Bond Acct.	100		1,250.00		1,750.00		
A 1.7	General Income			1,837.75				
A 2	Assessments		70,720		69,626		67,896	
A 2.1	Assessments Prior to 1998	0		254.76		220.00		
A 2.2	Dwelling assessments 1998	0		0.00				
A 2.3	Dwelling assessments 1999	0		0.00	1998			
A 2.4	Dwelling assessments 2000	200		210.00	1999	350.50	1998	
A 2.5	Dwelling assessments 2001	300		226.30	2000	857.47	1999	
A 2.6	Dwelling assessments 2002	800		272.63	2001	1,010.01	2000	
A 2.7	Dwelling assessments 2003	2,600		2,420.53	2002	2,837.63	2001	
A 2.8	Dwelling assessments 2004	20,200		20,245.66	2,003	19,348.09	2002	
A 2.9	Golden Age Village	5,880		5,880.00		2,940.00		
A 2.10	Land assessments 1998	0		0.00				
A 2.11	Land assessments 1999	0		120.00	1,998			
A 2.12	Land assessments 2000	500		330.00	1,999	590.50	1998	
A 2.13	Land assessments 2001	800		631.65	2,000	1,097.48	1999	
A 2.14	Land assessments 2002	1,500		1,625.52	2,001	1,554.99	2000	
A 2.15	Land assessments 2003	4,800		4,073.12	2,002	4,881.97	2001	
A 2.16	Land assessments 2004	33,140		33,336.03	2,003	32,207.85	2002	
A 3	Assess. Late Fees/Finance Charges		2,100	2,123.53	2,124	3,116.96	3,117	
A 3.1	Financial Charges	1,800		1,796.62		2,614.70		
A 3.2	Five Percent Penalties	300		326.91		502.26		

GLASTONBURY LANDOWNERS ASSOCIATION, INC.
Proposed 2004 Budget

Account No.	ITEM DESCRIPTION	YEAR 2004 PROPOSED BUDGET		YEAR 2003 TOTALS		YEAR 2002 TOTALS	
		Subtotal	Total	Subtotals	Totals	Subtotals	Totals
B	Expenses:		90,870		104,350		85,750
B 1	Business Expenses		7,820		9,854		6,748
B 1.1	Banking fees	100		101.00		12.50	
	Gifts & donations	0		1,000.00		0.00	
B 1.2	Insurance	5,700		6,078.61		5,247.73	
B 1.3	Licenses	30		15.00		30.00	
B 1.4	Lien Filing	600		1,038.15		967.50	
B 1.5	Rentals	400		630.00		135.00	
B 1.6	Sanitation Bond Refunds	750		750.00		250.00	
B 1.7	Taxes	240		241.40		105.73	
B 2	Office Expenses	2,200	2,200		4,089		2,420
B 2.1	Copying	750		1,049.54		464.00	
B 2.2	Postage	550		1,394.68		543.59	
B 2.3	Office Supplies	500		513.17		483.81	
B 2.4	Misc. Expenses	100		39.96		390.33	
B 2.5	Refreshments	300		329.10		263.42	
B 2.6	Petty cash account	0		762.82		275.00	
B 3	Professional Fees		15,900		17,349		10,046
B 3.1	Accountant	100		95.00		85.00	
B 3.2	Bookkeeper	3,000		3,023.50		2,796.22	
B 3.3	Legal Council	2,000		2,302.20		1,126.19	
B 3.4	Manager	3,500		3,452.87		0.00	
B 3.5	Misc. Professional fees	0		0.00		0.00	
B 3.6	Secretary	6,300		7,503.00		5,548.28	
B 3.7	Treasurer	300		291.00		322.50	
B 3.8	Web Site	700		681.45		168.00	

GLASTONBURY LANDSCAPERS ASSOCIATION, INC.
Proposed 2004 Budget

Account No.	ITEM DESCRIPTION	YEAR 2004 PROPOSED BUDGET		YEAR 2003 TOTALS		YEAR 2002 TOTALS	
		Subtotal	Total	Subtotals	Totals	Subtotals	Totals
B 4	Road Repairs & Maintenance	51,200	51,200		52,309		50,525
B 4.1	Loan payment	30,000		29,625.11		29,600.93	
B 4.2	Misc. Road Maintenance	2,000		2,551.75		3,205.12	
B 4.3	Misc. Supplies	1,000		61.95		871.28	
B 4.4	Road Grading	8,000		7,780.00		11,737.50	
B 4.5	Snow removal	7,700			8,210	523.26	5,110
B 4.5.1	Snow Plowing		6,000				
B 4.5.2	Sanding		1,500				
B 4.5.3	Snow fences		200				
B 4.5.4	Materials, sand		750				
B 4.6	Weed control						
B 5	General Expenses	2,500		4,080.00		1,470.75	
B 5.1	Cleanup Day		450		450.00		743.49
B 5.2	Equipment Repair & Maint.		300		1,769.48		
B 5.3	Miscellaneous		300		898.70		789.37
B 6	Misc. Projects						
B 6.1	Snow Plow		4,000		937.74		
B 6.2	Master Plan		3,700		100.00		
B 6.2.1	Legal fees		1000				
B 6.2.2	Postage		500				
B 6.2.3	Copies		1000				
B 6.2.4	Contractors		1000				
B 6.2.5	Misc		200				
B 6.3	Guardrails		3,000		1,261.59		
B 6.4	Recreation Area		2,000		7,121.54		
B 7	Emergency Fund		0			0.00	0
	Net Income		0		(27,379)		-10,269

South Glastonbury lot 84
Lien filed 10-07-02, Marlene La Shomb
(lien not received by Marlene, address incorrect)

GLA has been invoicing the following individuals tenants in common:

Chalice Well
Marlene La Shomb
Grant Smallwood
David Lundberg
And ?

The church did not show Marlene La Shomb as going through the church for the sale who had first right of refusal. The Church did give me copies of some of the documents that they had. It shows another list of owners at the time of 1998 including Pellet. The Churches documents are earlier than July 1997 before GLA incorporated.

The title insurance commitment document showed a list of names in 1998, LaShomb, Michaels, Driver, Wenderski, Grant/Smallwood, Timothy A. Bowman.

Marlene paid in \$720.00 in January 2004 for delinquent land assessments, She paid \$240 this past week for 2004 assessments. She will pay \$720.00 for delinquent dwelling assessments in February 2004.

For consideration by the board at the request of Marlene La Shomb:

I want to make a motion for a waiver of interest and penalties in the amount of \$689.00 if she pays the \$720.00 delinquent dwelling assessments.

- 1) There is a question if she actually had title to this property in 2002.
- 2) La Shomb did not receive our original letter about the lien.
- 3) She attempted to purchase this property from Richard Driver instead of the church and the title was held up due to two IRS liens against Richard Driver in the amount of \$150,000.00. I have a copy of liens listed to verify this. This in itself would have held up the legal transfer of this property.
- 4) We should have been billing Richard Driver if La Shomb did not take legal ownership so I question the legality of this lien.
- 5) I have a real problem charging someone who is not the legal owner.
- 6) It is to time consuming for me to dig into this entire mess.
- 7) I do not what to have to take time to go over this with the Church.
- 8) La Shomb is happy to be getting the "Driver" liens removed, and moving forward.

**Glastonbury Landowners Association
SUBDIVISION STANDARDS**

2.0 Subdivision Standards

2.1 Subdivision Regulations and Review

All subdivisions as defined herein must be reviewed and approved by the ~~Glastonbury Project Review Committee~~ Project Review Committee (GPRC/PRC), which has been delegated this responsibility from the Glastonbury Landowners Association per *Section 9.01 Subdivisions Allowed, Association Review* of the ~~Covenants~~ Restated Covenants. Refer to *Section 9.02 Subdivision Defined* of the ~~Covenants~~ Restated Covenants for the definition of "subdivision".

The Montana Subdivision and Platting Act (8/93) defines a subdivision as follows:

"Subdivision" means a division of land or land so divided that creates one or more parcels containing less than 160 acres that cannot be described as a one-quarter aliquot part of a United States Government section, exclusive of public roadways, in order that the title to or possession of the parcels may be sold, rented, leased or otherwise conveyed and includes any resubdivision and further includes a condominium or area, regardless of its size, that provides or will provide multiple spaces for recreation camping vehicles or mobile homes. (Section 76-3-103(14), MCA)

The Montana Subdivision and Platting Act allows subdivisions as defined above only if they have been submitted to and approved by the local government or if they qualify for one of the exemptions specified in the Act.

Park County has adopted regulations implementing the Act and also adopted regulations known as "Evasion Criteria" which require the prior approval of the County Commissioners before any of the exemptions specified in the Act may be exercised.

Of particular note to landowners are provisions in the local regulations pertaining to the installation of mobile homes. the current Park County regulations (6/93) provide that the placement of "...more than one mobile (home) on a tract of record shall be reviewed..." as a subdivision.

Park County also intends to treat any partial interests in real estate created after May 28, 1993 through conveyances or transfers to tenants in common, other than between immediate family members, as "divisions of land" subject to local government review and approval. Consequently the Community of Glastonbury will not consent to any sales of tenancy-in-common interests, other than between immediate family members, unless the interest was created prior to May 28, 1993 and was properly recorded as provided in the Settlement Agreement with Park County of May 28, 1993. Proposed sales, conveyances or transfers of portions of any parcel, other than interests existing prior to May 28, 1993 or between immediate family members, will have to be reviewed and approved as subdivisions by the GPRC/PRC.

2.2 Preliminary Glastonbury Subdivision Review

Preliminary Glastonbury subdivision review is initiated by one or more landowners off record submitting an application, preliminary plat and all required supporting

Glastonbury Landowners Association SUBDIVISION STANDARDS

materials to the Secretary of the GLA. Required supporting materials include all items specified in the Glastonbury application together with any other items that are required for local and state government review, such as road and drainage plans, proposed covenants and, for major subdivisions, an environmental assessment.

These materials should be submitted to the GLA for preliminary review by the ~~GPRC~~PRC before any submission is made to Park County. This is to insure that the policies and standards for subdivision for the Community of Glastonbury are fully met prior to initiation of the local government review process so that no subsequent changes will be necessitated as a result of Glastonbury subdivision review.

Within thirty (30) days after the submission of all required materials, the ~~GPRC~~PRC will give the applicant a written response which may include the following:

- A) A preliminary approval, subject only to final review;
- B) A preliminary approval subject to conditions, such as a requirement that access be constructed, utilities be extended, etc. and final review;
- C) Recommendations for changing or improving the plans for the proposed subdivision;
- D) Tabling the application pending resolution of issues or submittal of additional information;
- E) An offer or disclaimer from the ~~GPRC~~PRC for providing maintenance, utilities or other services which are currently provided to the rest of the parcels; or
- F) A disapproval based upon failure to meet minimum standards, inconsistency with the ~~Covenants~~Restated Covenants or Master Plan or Glastonbury Standards or a finding of an inappropriate multiple-family residential building project.

2.3 County Subdivision Approval

After preliminary approval has been received from the ~~GPRC~~PRC, the landowner(s) must apply for subdivision review and approval from Park County. Normally this involves filing an application, preliminary plat and other materials with the Park County Planning Office, having one or more hearings before the Park County Planning Board, and receiving approval from the Park County Commissioners. An approval from the County Commissioners is often made conditional on state subdivision review and approval, compliance with sanitary requirements, completion of roads and other improvements, surveying, and final plat filing. Conditional approvals are generally effective for one year, although approvals for longer periods and/or extensions may be requested.

2.4 State Subdivision Approval

State government has jurisdiction over subdivisions pursuant to the Montana Sanitation in Subdivision Act. Approval must be obtained from the Montana Department of Environmental Quality (DEQ) for any divisions of land creating parcels of less than 20 acres. Any "multi-family" water or sewer systems or "public" water or sewer systems (i.e. systems which will serve 10 or more service connections or 25 or more persons for 60 days or more out of a calendar year) must be reviewed and approved. If subdivided lots are intended to have individual on-site systems, "sanitary restrictions" must be removed

Glastonbury Landowners Association
SUBDIVISION STANDARDS

through the state review process. State subdivision review is carried on concurrently with review by the Park County Health Department.

2.5 Final Glastonbury Subdivision Approval

Final Glastonbury subdivision review is initiated by submission to the GLA of a copy of the final plat and application for final plat approval (including all supporting materials) to be filed with the Park County Planning Office, a copy of the preliminary subdivision approval from Park County, a copy of the subdivision approval and any required sanitation approvals from the Montana DEQ, a copy of any covenants already filed or to be filed with the final plat, satisfactory evidence of the completion or installation of all required improvements (i.e. roads, utilities, drainage) and reclamation of all construction work, and satisfactory evidence of compliance within the policies and standards and with all conditions of the preliminary approval previously given by the GPRCPRC. Additional requirements for final subdivision approval area as follows:

- A) all real property taxes on the land affected by the subdivision must be paid current,
- B) all community assessments on the land affected by the subdivisions must be paid current or provision made for payment from the proceed of the first sale,
- C) must have fully complied with all previous conditions and requirements stipulated by the GPRCPRC for project approval.

Upon inspection of the project site and verification that the landowner has met all the above conditions, the GPRCPRC shall issue a final subdivision approval and authorize execution of the final plat.

2.6 Subdivision Plat Filing

The final local and state subdivision review process is initiated with the submission of an application for final plat approval with the Park County Planning Office. The process is completed with the filing of a final plat with the Park County Clerk and Recorder's Office. Normally, the Clerk and Recorder will accept a final plat for filing only after satisfaction of all required conditions of the preliminary approval, written approval from the Montana DEQ, the certification of the County Treasurer that all taxes are paid on the land proposed for subdivision, the written consent of all owners and lien holders of record and the final approval of the County Commissioners.

2.7 Subdivision Design Standards

The purpose of subdivision design standards is to set forth objective criteria upon which all proposed subdivisions will be reviewed. The GPRCPRC shall review each proposed subdivision for consistency with the Restated Covenants, the Master Plan and Glastonbury Standards, and to insure proper engineering, surveying, access and plans for providing utilities and at least one feasible building site. this is to assure that the new parcels or developments will be at least up to the same standard as the rest of the parcels in the Community, for the benefit of other landowners and the future landowners. These standards are intended to approximate the minimum standards originally designed into the Community of Glastonbury, together with any subsequent improvements.

It is the landowner's responsibility to design and implement each subdivision in accordance with the within policies and standards, the Restated Covenants, the Master

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Plan and Glastonbury Standards, and applicable state and local laws and regulations. The review and approval of the GPRCPRC, and any comments or recommendations, does not constitute an endorsement or approval of the design, engineering, safety, or legality of the proposed subdivision or any improvements pertaining to it. Glastonbury subdivision review is undertaken only with reference to these written policies and standards, the Covenants Restated Covenants, ~~and the Master Plan~~ and Glastonbury Standards. Approval by the GPRCPRC does not constitute an assurance that the proposed subdivision will qualify for approval or be approved by Park County or the State of Montana.

2.8 Parcel Layout and Dimensions

Parcels should be reasonably dimensioned and should not be designed so as to be overly long and narrow or distorted in shape, or so as to adversely affect other adjacent parcels, roads, utilities or drainages. Where feasible and appropriate, new parcel boundaries should be laid out along existing roads within the Original Parcel or along planned new roads. An appropriate parcel layout is to design a new road to act as a collector for all or several of the new parcels before entry onto the existing Community Road System. No more than five (5) new parcels per Original Parcel in the Community should be laid out so as to allow direct entry onto the existing Community Road System, and in such cases easements for new roads or driveways should be provided along common boundaries between the new parcels so that new entries onto the Community Road System will be minimized.

2.9 Minimum Parcel Size

The minimum size for new parcels is per *Section 6.03-8 Schedule for Description of Residential Topographical Areas and Density of the Glastonbury Standards Master Plan*. In addition, each new parcel divided from an Original Parcel must be sized to have at least one feasible building site, including adequate area or provision for domestic water supply and sewage disposal system on-site (unless "multi-family" or "public" water and sewer systems are proposed and approved).

2.10 Access and Road Standards

All new parcels must be provided with adequate access which meets the requirements of the most current version of the Park County road standards for gravel roads— ~~and Glastonbury's~~ Any roads that may be accepted as Community roads must meet the standards listed in Section 3. Road and Driveway Standards. Access easements must be shown on the preliminary plat and final plat. The minimum right-of-way (easement) for a new Community Road, for which the Community of Glastonbury may agree to assume maintenance responsibility is sixty (60) feet. New Community Roads must have prior approval by the GLA before the final plat is filed and labeled as such on the plat (refer to ~~Standards~~ Section 2.15 Surveying and Platting Requirements listed hereinafter). The minimum right-of-way for a new Private Road is sixty (60) feet and for a Single or Multiple Residence Driveway is twenty-five (25) feet.

It is recommended that a sixty (60) foot easement be reserved for all platted roads to serve new parcels in any subdivision so that the option exists of adding these to the

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Community Road System in the future. Easements for new roads should be laid out so as to minimize new entries onto the Community Road System.

Review and approval by the Glastonbury Landowners Association of plans and specifications for all new roads is required prior to any construction and prior to the establishment of any new entry onto the Community Road System. All road improvements must be completed before final Glastonbury subdivision approval will be given and before any sales or conveyance may be made.

2.11 Utility Requirements

All new parcels must have electric and telephone service available within or bordering the parcel boundaries, unless plans are shown that an alternative power source will be provided for the parcel(s). Utility easements for providing service to each new parcel must be shown on the preliminary plat and final plat. Utility easements may be combined with road easements; however, utilities should be installed alongside and not underneath actual road surfaces except where unavoidable. All utility installations must be installed or contracted and paid for, before final Glastonbury subdivision approval will be given and before any sales and conveyance may be made. Letters from the electric and telephone companies certifying that each new parcel in the subdivision has electric and telephone service available at or within the new parcel boundaries or that the availability of such services has been contracted and paid for shall be considered satisfactory evidence of meeting this requirement. All utilities shall be installed in accordance with *Section 6.03 Utilities of the Restated Covenants*.

2.12 Sanitation Standards

Each new parcel in a subdivision must meet the minimum requirements contained in the most current version of the Park County Regulation for On-Site Sewage Disposal Systems and Montana DEQ regulations. If any "multi-family" or "public" water or sewer systems are to be installed in the subdivision so as to serve more than one parcel, appropriate easements must be shown on the preliminary and final plats. Where a "multi-family" or "public" system is required, the system must be fully installed and completed before final Glastonbury subdivision approval will be given and before any sales or conveyances may be made. All septic and sewer systems must be reviewed and approved by the GPRCPRC in accordance with *Section 5.03 Sewage Disposal of the Restated Covenants* prior to any construction or installation taking place.

2.13 Drainage Requirements

All natural and man-made drainages within or running across any of the land proposed for subdivision must be depicted on the preliminary plat or on maps submitted with the application for preliminary approval. Any proposed additions to, or modifications of, such drainages shall also be described in the application or depicted on the preliminary plat or an enclosed map. Improvements planned as part of the subdivision, including new roads, grading, sewage systems and structures, shall not be designed or installed so as to adversely affect drainages, to inhibit the flow of storm and runoff water, to increase the danger of flooding, to discharge pollutants into state waters or to adversely affect the property of other landowners. Adequately sized culverts shall be

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placed where required and shall be shown on road plans. All must be fully installed and completed before final Glastonbury subdivision approval will be given and before any sales or conveyances may be made.

2.14 Reclamation Requirements

All land disturbances due to construction activities which may occur in connection with a proposed subdivision must be fully reclaimed in accordance with Glastonbury Standards Section 43.0 Land Reclamation and Landscaping Guidelines. All required reclamation work must be completed before final Glastonbury subdivision approval will be given and before any sales or conveyances may be made.

2.15 Survey and Platting Requirements

All divisions of land must be surveyed, monumented and platted in accordance with the Montana Subdivision and Platting Act and Park County Subdivision Regulations. The following nomenclature is to be used in all preliminary and final plats for designating new parcels:

A) All new parcels created from the first subdivision of an Original Parcel in the Community shall be referred to as "Tracts" and each such Tract shall be designated as the number of the Original Parcel with letters of the alphabet added (i.e. Tract 44-A, 44-B, etc.).

B) All new parcels created from the subsequent subdivisions of any such Tracts shall be referred to as "Lots" and each such Lot shall be designated as the Tract number and letter with additional numbers added (i.e. Lot 44-A-1, 44-A-2, etc.)

C) The correct plat language to be used for the dedication of new Community Road and utility easements to new parcels in the Community is as follows:

"60' Private Access and Public Utility Easement, as per Section 8, Restated Declaration of Covenants recorded September 26, 1997 in Roll 124, Pages 564 to 566"

D) The correct plat language to be used for depicting the existing Community Roads is as follows:

"Existing Private Access and Public Utility Easement as per Roll 124, Pages 564 to 566"

2.16 Subdivisions Created By Rent, Lease or other Conveyance

Subdivisions created by rent, lease or other conveyance including multiple mobile home spaces on a single parcel of land, mobile home parks, RV parks, condominiums or other segregations of areas on a parcel created by renting, leasing or otherwise conveying portions of the parcel without a formal "division of land." Such subdivisions are exempt from the survey and platting requirements contained in Section 2.15 Survey and Platting Requirements above, but are subject to all other requirements of these policies and standards.

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2.17 Mobile Home Parks/RV Parks/Multiple Mobile Homes

As provided in *Section 9.04 Mobile Home Parks and RV Parks* of the *Restated Covenants*, RV Parks shall not be allowed or approved. Mobile Home Parks shall only be approved in the Golden Age Village and any adjacent expansion thereof not to exceed a total of 125 lots.

The provision for double wide mobile homes on tracts in a subdividing parcel of land will not be considered to be a mobile home park for purposes of Glastonbury subdivision review if the development does not include clustered lots or spaces for mobile homes or common utilities or sewer systems. The placement of such multiple mobile homes will be reviewed as a normal subdivision under these policies and standards and for compliance with *Section 1.0 Mobile Home Standards*.

4.0 Land Reclamation and Landscaping Guidelines

These guidelines establish minimum standards for the reclamation of land within Glastonbury which has been or will be disturbed by construction activities. The reclamation of all areas disturbed by construction is required to ensure that the land is restored to a stable landscaped condition that will preserve and enhance the natural beauty of the community, prevent soil erosion and excess runoff, prevent the degradation of surface water quality and control the growth of noxious and unsightly weeds.

Contractors are required to follow these guidelines to the same extent as landowners. It is the landowner's responsibility to notify their contractors of the guidelines and to require in their contracts that these reclamation guidelines be followed.

4.1 Minimum Reclamation Standards

Reclamation activities should be included in the initial planning of every project. The most important element in successfully restoring and landscaping a site disturbed by construction is having sufficient topsoil to support the growth of grass, shrubs and trees. Topsoil in this area is thin and extremely valuable because it is in such short supply. Non-organic subsoil, or topsoil indiscriminately mixed with subsoil, will not usually support the growth of healthy and attractive vegetation. Landowners and their contractors are therefore responsible for removing and preserving the topsoil on areas of their property to be disturbed prior to the beginning of construction, replacing the topsoil after construction and then seeding, mulching, irrigating and controlling runoff, erosion and weed growth until healthy vegetation is reestablished.

4.2 Surface Preparation

Topsoil should be stripped and stockpiled from the area intended to be disturbed by construction activity prior to starting any excavation. The topsoil stockpile should be located out of the area to be disturbed by the construction activities and out of natural drainage swales or water courses. Landowners are advised to seed the topsoil pile with annual rye to reduce the growth of noxious and unsightly weeds and minimize wind erosion during the time that the topsoil remains stockpiled, unless it is to be replaced immediately.

Landowners or contractors who are trenching for underground pipes or utilities should place topsoil to one side of the trench and subsoil to the other side. The topsoil will then be available separate from the subsoil for restoring the surface during backfilling operations. Topsoil should not be used for bedding underground pipes or wires and should not be mixed with non-organic subsoil.

4.3 Replacement of Topsoil

All areas disturbed by construction activities shall be reclaimed by replacing topsoil, reestablishing vegetation, eradication or controlling the growth of noxious weeds and preventing soil erosion, excess runoff and the degradation of surface water quality.

After construction, the areas to receive topsoil shall be cleared of all debris, large rocks, roots, stumps and other material which would be foreign to the natural landscape.

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Waste organic material cleared from the site must be hauled to an approved landfill, or buried or burned on-site. If material is buried or burned on-site, the disturbed areas shall also be part of the reclamation project.

Piles of boulders, rock, rubble and excavated waste material shall be reclaimed in the aftermath of all construction projects. These remains are prone to erosion and the propagation of weeds and are unsightly and many in the community find them to be objectionable and a nuisance. Excess excavated material from construction must be graded, contoured, attractively landscaped and reclaimed with topsoil and new vegetation. However, landowners may elect to discretely stockpile some boulders or rocks out of sight for use in future construction, attractive landscaping or drainage control, provided that it is not allowed to become a nuisance or eyesore.

4.4 Waste Material Burning

For material to be burned on-site, the landowner must obtain an outdoor burn permit from local authorities before commencing any burning activities and the burn area must be reclaimed in accordance with these guidelines. No hazardous or toxic material including plastics may be burned. No burning should occur during excessive dry or windy periods and care must be taken not to allow fires to burn out of control or escape from the landowner's property. All burning shall be conducted in accordance with *Section 5.02 Fire Rules of the Covenants/Restated Covenants*.

4.5 Finish Grading

Prior to the replacement of topsoil, the areas shall be graded, raked and contoured to the shape of the final landscape. The areas should be rough graded to create the final landscape contours with the subsoil to prevent use of excessive quantities of topsoil to fill in depressions and form a smooth surface appearance. Smooth, gradual slopes in the surface contours of the site should be provided around the building, in naturally occurring drainage swales and over other areas of the site to enhance the movement of surface storm water runoff (such as rain water off the roofs of buildings) and to prevent the accumulation of water against building foundation walls. Areas next to buildings up to 5-foot away shall be graded to drain water away from the building. Rough grading work should not be undertaken when the native soil is excessively wet, muddy or prone to clumping or rutting.

After rough grading is completed, topsoil shall be spread and raked to a uniform thickness equal to the original condition or a minimum of at least 3 to 4 inches. As noted above for the rough grading, finish grading of the topsoil should not be done during rainy weather or when the soil is muddy.

Following the placement of topsoil, for ease of future maintenance and contribute to the desired appearance, the area should be raked smooth and cleared of all rocks, sticks, roots and foreign debris which would inhibit the growth of grass. Variations in a uniform slope that cause depressions in excess of 3 inches across 10 feet of grading will tend to hold surface water and become muddy patches.

Placement of additional topsoil may be required to repair areas where the subsoil has settled due to inadequate compacting of the backfill deposited during construction activities, such as excavated trenches or around foundation walls. Where these repairs to

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the graded contours become necessary, the placement of subsoil backfill material should be considered to bring the ground surface to the desired elevation prior to the placement of additional topsoil.

4.6 Seeding Mulching and Irrigating

Freshly graded areas should be seeded with the proper blend of grass seed at the recommended application rate (refer to *Section 4.9 Grass Seed Mixture and Application Rates Recommendations* hereinafter) to ensure adequate coverage of the area.

After the grass seed has been planted over the areas, by broadcast or drilling, straw mulch, jute or hemp mats or other suitable covering may be necessary to be placed over the area to assist in holding in the moisture, prevent the wind from blowing the seeds and the birds from eating them. Measures shall be taken to protect fresh topsoil and seeding from erosion, especially in drainage swales and ditches, by resisting the movement of surface water and inhibiting the growth of weeds. For reclamation of large areas, such as fallout shelter excavations sites, it is recommended that the site be seeded every March, so that the final snow melt off waters the seed growth. After the first year, supplemental plantings may be needed for areas of wind or water erosion.

For the development of a healthy and stable root system, all seeded areas should be watered daily if necessary, for a period of up to one month or until the grass has reached a height of 3", whichever comes first.

4.7 Erosion Control

For disturbed areas that have a ground slope greater than 4% (1 foot vertical drop in 25 feet horizontal run), any areas immediately above streams or active drainage courses, and other areas as may be required by the ~~GPRC~~PRC, additional temporary erosion control measures will be required. These measures may include the placement of continuous lines of straw bales staked to the ground to ensure the protection of the down gradient streams and areas from runoff and sediment transport or other measures recommended by the ~~GPRC~~PRC. These measures must remain in place until the root structure of the grass has developed adequately to stabilize the fresh topsoil (usually a minimum of one complete growing season).

Straw bales should be placed above the upper edge of a reclamation area in swales and natural drainages that run through the site and may be recommended in a continuous line along the upper edge of a disturbed area where the size of the drainage areas and the steepness of the ground could cause significant erosion.

The locations of lines of straw bales and other erosion control should be shown on site drawings for construction projects.

4.8 Weed Control

Noxious weeds (principally spotted knapweed, leafy spurge and Canadian thistle) must be eradicated or controlled in the reclamation areas by spraying with herbicide, uprooting the plants by hand or plow, grazing ~~by~~ down with sheep or goats, and/or in some cases mowing.

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Unightly weeds such as tumbleweed, mustard, broadleaf plants, etc. are most effectively controlled by establishing a healthy growth of natural grasses adapted to the irrigated or dry conditions of the planted area, accompanied by grazing or mowing.

Consult with the Park County Extension Office, 414 East Park, Livingston or the Soil Conservation Service, US Hwy 89, south of Livingston for information and instructions concerning your specific circumstances.

4.9 Grass Seed Mixture and Application Rate Recommendations

Seeding is usually most successful if undertaken during the Spring, generally during April/May when the soil is workable. The first year's germination and growth rate is generally slower than in succeeding years. Fall seeding may be successful if adequate measures are taken, such as extensive mulching, to protect the seeds from wind erosion, birds and runoff.

It is recommended that unirrigated and low maintenance areas be seeded at a rate of 20 lb. per acre with a mixture similar to a Native Prairie Mixture (available at local seed suppliers).

Glastonbury Landowners Association

Board Member Proxy Notification

I, James Triandale

Give my proxy to Orlando Sacktor

For the GLA Board of Directors Meeting on MARCH 12-04

date

[Signature]

signature

3-1-04

date

Propy 3/1/04 GLA
meeting.

I James Kozlik give my
propy to Janet Necleres.

James Kozlik

Notice of 2 Special Meetings

March 12, 2003 and March 20, 2004

NOTICE IS HEREBY GIVEN that 2 special meetings of the Board of Directors of the Glastonbury Landowners Association will be held on:

- 1) Friday, March 12, 2004, 7:30 p.m., at the Golden Ratio Woodworks cafeteria to prepare for the Master Plan Meeting of March 20.
- 2) Saturday, March 20, 2004, 10 a.m. at Emigrant Hall with the Board and Landowners to discuss the proposed Master Plan.

By: Denise Orr
Denise M. Orr
Secretary

Dated March 7, 2004

Dear Board Members,

David requests that you review the enclosed proposed draft of the PVRC Bylaws prepared by our attorney, Jeremy J. LeFeber. He would like you to be aware that the reason that the PVRC Bylaws require that 2 out of the 5 directors of the PVRC Board must be GLA Board members is to insure that the GLA will always have a percentage of the vote in PVRC matters—this in turn will allow GLA to retain a degree of oversight concerning PVRC issues and also prevent a possible separation of the PVRC from the GLA in the future.

Please mark your copy with your suggested revisions or questions, etc., and bring them to the April Board meeting for discussion. Thank you.

2004-04-05_BDGN.pdf

Glastonbury Landowners Association
Board of Directors Meeting Minutes
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1. Call to Order, Prayer

The meeting was called to order by David Tonkin at 7:20 p.m., at Golden Ratio Woodworks. Edward gave the opening prayer.

PRESENT: David Tonkin (President), James Kozlik (Vice-President), Janet Naclerio (Secretary), Cynthia Blocker (Treasurer), Edward Anderson, Orlando Johnson, Charlotte Mizzi and James Trisdale (JT)

ABSENT: Edwin Johnson, Pamela May

PROXIES: Pamela May to Cynthia Blocker

ALSO ATTENDING: Denise Orr (GLA secretary), Clare Parker (Bookkeeper)

2. Reading and Disposition of the Minutes General Business

March 1, 2004

MOTION: Charlotte motioned and JT seconded to approve the March 1, 2004 meeting minutes as written. Motion carried.

3. General Business

3.1 Old Business

ACTION ITEM – 2004 Budget. The Board discussed in detail each item of the “Proposed 2004 Budget Revised” and made a number of revisions and deletions to the budget items and expenses. Discussions concerning how the GLA would acquire the additional funds need to balance the budget included writing to the landowners about the issue and asking for an increase in assessments and/or informing them that a 10% increase in assessments would be automatically imposed each year, as allowed by the Covenants.

MOTION: James Kozlik motioned and JT seconded to send our revised budget and a letter to landowners stating: (1) In order to meet the GLA 2004 Budget of \$31,000, a \$90 per year increase in assessments on property only will be required, and; (2) Information explaining what items/services would have to be removed from the GLA budget if the GLA were to only imposed an automatic 10% yearly increase in assessments.

MOTION: Orlando motioned and Charlotte seconded to table the above motion. Motion carried.

The Board agreed to discuss what action to take concerning the budget after the GLA receives from the Church approximately \$15,000 owed to the GLA for the Master Plan. It also agreed to have a special meeting on Monday, April 19th, to further discuss and decide what action(s) should be taken concerning the budget issue.

ACTION ITEM – Replacement Director. Tabled.

ACTION ITEM – Send letter re: rabies shots for pets. Information concerning this new requirement will be included with the next mailing concerning paving/and or the Master Plan.

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ACTION ITEM – GLA Sign (SG). David passed out a map showing potential locations for the sign. (See attached) The Board agreed to move the GLA sign to “Area B” on the map.

3.2 New Business. None.

4. Report of Officers and Committees

4.1 Treasurer’s Report: Cynthia Dodge-Blocker, Treasurer

4.1.1 Old Business

ACTION ITEM – Write to Marlene LaShomb. **Done.**

4.1.2 New Business

Cynthia passed out (1) “March 2004 Bank Transactions”; (2) “GLA Balance Sheet As of March 31, 2004,”and; (3) “GLA Income & Expenses, March 2004.” Cynthia will request that Clare add the “Year to Date” column and total on the latter document (#3) and will send copies to David and Denise.

Linda Ulrich’s Waiver Request Concerning Past Due Penalties and Interest on Assessments for Lot 33-F (NG). Cynthia reported: (1) GLA recently received Linda’s mailing address (it has not had it for several years) and Cynthia sent an invoice to Linda listing back due assessments and fees, etc; (2) Linda informed her that her land had been subdivided in 2002. (3) GLA was not aware of this subdivision until Linda’s report, and; (4) Linda was requesting that the Board waive the penalties and interests of approximately \$91.90 from her back due assessments. The Board discussed the complexities of Linda’s situation regarding this issue.

MOTION: Charlotte motioned and Cynthia seconded to waive approx. \$91.90 in penalties and interests on assessments owed by Linda Ulrich from 6/02 through 2004. Motion carried.

Cynthia to send Denise a copy of Linda Ulrich’s waiver request and Cynthia’s response to Linda on behalf of the Board.

4.2 Architecture Subcommittee Report: James Kozlik & Pamela May, Co-Chair

4.2.1 Old Business

ACTION ITEM – Status of Gelderloos shop construction. Tabled.

ACTION ITEM – Send sign notice to Rakela. **Done.**

ACTION ITEM – Send approval notice to May. **Done.**

ACTION ITEM – Send approval notice to Dieux-Bray. **Done.**

ACTION ITEM – Talk to attorney regarding subdivisions, **Done.** David reported that our attorney advised us to stay aware of subdivisions in Glastonbury.

ACTION ITEM – Status of Kletter Application to Move Home to Twin Pillars. David reported that Kletter withdrew his application.

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4.2.2 New Business

Construction and Subdivision Time Limits.

On January 12, 2004, the GLA Board established that the timeline for the completion of a construction project that GLA approves was one year (12 months). The Board discussed that the timeline established for the completion of subdivisions was 18 months and that it would be also be more practical to extend the timeline for construction projects to 18 months as well.

MOTION: Cynthia motioned and Edward seconded to change the twelve month timeline for the completion of construction projects (after GLA approval of a project) to eighteen months. Motion carried.

Lot 37-1B (SG)/ Pamela May's Application for Final Approval of Greenhouse Construction.

MOTION: Cynthia motioned and Charlotte seconded to grant final approval to Pamela May's greenhouse and to refund her \$250 bond. Motion carried.

Lot 36-C (SG)/ Robert Wallace's Application for Final Approval of Home Construction:

MOTION: James Kozlik motioned and Edward Anderson seconded to give final approval to Robert Wallace's application for home construction on Lot 36-C (SG) and to transfer his \$250 bond to his Lot 36-D (SG) application. Motion carried.

Lot 36-D (SG), Robert Wallace's Application for Preliminary Approval of Home Construction:

MOTION: JT motioned and James Kozlik seconded to approve Robert Wallace's home construction on Lot 36-D (SG). Motion carried.

4.3 Road & Weed Committee Report: James Trisdale & Philip Hoag, Co-Chair

4.3.1 Old Business.

4.3.2 New Business. David discussed the following issues with the Board:

(1) At the March 21, 2004 Special Meeting for Landowners, GLA agreed to chip seal the North Glastonbury roads, including a 2-foot gravel layer.

(2) Since the above meeting, John Fanuzzi's contractor told David he would charge 35 cents per square foot for paving as opposed to 65 cents per square foot as originally quoted to David by John.

(3) David distributed a "Cost of Paving Select Roads" information sheet based on the 35 cents per square foot charge, discussed it with the Board and reminded them that during the February 21, 2004 Special Meeting for Landowners, the GLA committed that it would research and put together a long-range total plan for paving all of GLA and submit it to the landowners for their approval. He plans to work on that plan, including clay cost estimations, toward the end of summer 2004.

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(4) David asked the Board to consider whether the GLA should inform landowners of the new paving options and prices at this time or wait and submit this information when a total plan is formed. The Board agreed to discuss this again at the April 19th meeting.

Weed Spraying: David and JT will oversee spraying for Spring 2004. Last year's bill needs to be submitted to the county for our refund.

4.4 Complaint Committee Report: Charlotte Mizzi, Chair

4.4.1 Old Business

ACTION ITEM – Status of Parcel 32 (NG) Kathleen Ulrich. David reported that Kathleen submitted half of a clean up application and he will follow up with Kathleen.

ACTION ITEM – Status of removing rock pile above culvert. Tabled.

ACTION ITEM – Status of Cleanup on Hansard property. Tabled.

ACTION ITEM – Status of Nye's dog complaint. Tabled.

ACTION ITEM – Send dog letter to landowners. **Done. (More needed)**

ACTION ITEM – Letter to D. Woodruff re: removal of his items from 32-A (NG). **Done.**

ACTION ITEM – Status of Twin Pillars Safety Hazard. David reported that our attorney advised us to not pursue this issue.

4.4.2 New Business. None.

4.5 Land Use Master Plan Committee: Charlotte Mizzi, Chair and Orlando Johnson.

4.5.1 Old Business

ACTION ITEM – Status of Neighborhood Meetings. Hosts are still needed for some of the neighborhood meetings to be held for landowners who wish to further discuss the Master Plan and propose revisions for density tables, etc. The Board agreed that (1) The meetings will take place between May 7-15; (2) The hosts will determine with their neighbors the exact meeting date(s), (3) When all of the hosts are determined, the GLA will send a letter to the them with ballots that they can distribute to landowners who attend their meetings. (Letters and ballots will also need to be sent to all landowners who could not attend the neighborhood meetings.) The ballots will give landowners the opportunity to approve assessment increases should they choose to pave roads affecting their parcels and neighborhoods. David passed out drafts of the ballots and the letter for the Board to review. (David, I didn't get the draft of the letter and I also need a list of the neighborhoods and hosts)

David suggested that the status of our budget be brought up at the above meetings so that landowners will become aware of the GLA's serious financial challenges.

ACTION ITEM – Subdivision and Reclamation Standards. Tabled.

4.5.2 New Business. None.

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4.6 Recreation Committee: Janet Naclerio, Chair; Edward Anderson

4.6.1 Old Business

ACTION ITEM – Status of Report on legal formation of PVRC. Janet reported that the PVRC Committee recently met to discuss the proposed Bylaws drawn up by our lawyer and will present their report at the May Board Meeting.

ACTION ITEM – Filing Parcel 16-A to be a part of Glastonbury. Tabled.

4.6.2 New Business. None.

4.7 Web Site Committee: Edward Anderson, Chair

4.7.1 Old Business

ACTION ITEM – Sending letters to Realtors. (David, Denise finally tracked down the revised form and will complete the mailing on Tuesday, April 20)

4.7.2 New Business. None.

4.8 Clean-up Committee. No report .

4.9 Ombudsman Report: Jeanne Campbell (SG) Richard Johnson(NG). No reports

5. Other Business

5.1. Shelter Insurance

ACTION ITEM – List of points to consider regarding shelter insurance. Tabled.

ACTION ITEM – Filing Resolution to include parcels 23-A SG & 14-A NG in Glastonbury Tabled.

6. Next Meeting and Adjournment

The meeting was adjourned at 10:15 p.m. with no further business. The next meeting will be held May 3, 2004 at Golden Ratio Woodworks Cafeteria, 7 p.m.

**A Special Meeting to discuss the budget and other matters will be held on April 19, 2004 at Golden Ratio Woodworks Cafeteria, 7 p.m.

NEW ACTION ITEMS:

GB040504.1 David to revise proposed 2004 budget sheet.

GB040504.2 Denise to discuss with Pamela possibility of investigating purchase of Xerox machine

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- GB040505.3 Send letter re: rabies shots for pets with next mailing concerning paving/and or the Master Plan.
- GB040504.4 Post GLA Sign (SG) in "Area B."
- TR040504.1 Cynthia to send Denise copy of LaShomb letter.
- TR040504.2 Cynthia to request that Clare add the "Year to Date" column and total on the "GLA Income & Expenses, March 2004" and send copies to David and Denise.
- TR040504.3 Cynthia to send Linda Ulrich letter responding to her waiver request. Also, send a copy to Denise with a copy of Linda's request.
- AR040504.1 Change project application forms to reflect new 18 month timeline for construction projects.
- AR040504.2 Denise to send final approval to Pamela May for greenhouse application.
- AR040504.3 Cynthia refund Pamela May for greenhouse application bond.
- AR040504.4 Denise to send final approval to Robert Wallace for Lot 36-C (SG) home construction.
- AR040504.5 Cynthia transfer Robert Wallace's bond for Lot 36-C (SG) to Lot 36-D (SG) preliminary home construction application.
- AR040504.6 Denise to send preliminary approval to Robert Wallace for Lot 36-D (SG) home construction.
- WDRD040504.1 David and JT to oversee spraying for Spring 2004.
- WDRD040504.2 Cynthia to submit last year's bill to the county for our refund.
- CP040504 David to follow-up on K. Ulrich issue
- MP040504.1 Determine hosts for neighborhood meetings
- MP040504.2 Finalize and approve letter & ballot (regarding potential paving and assessments) and budget information and send to neighborhood hosts and landowners.
- RC040504 Janet to present at May Board Meeting a report from PVRC Committee regarding Bylaws.

2004-04-05_BDGNAUX.pdf

Glastonbury Landowners Association
Board of Directors Meeting Agenda
April 5, 2004

1. Call to Order, Prayer

2. Reading and Disposition of the Minutes General Business
March 1, 2004

3. General Business

3.1 Old Business

- ACTION ITEM – 2004 Budget
- ACTION ITEM – Replacement Director
- ACTION ITEM – *[Denise]* Send letter re: rabies shots for pets.
- ACTION ITEM – *[David]* GLA Sign (SG).

3.2 New Business

4. Report of Officers and Committees

4.1 Treasurer's Report: Cynthia Dodge-Blocker, Treasurer

4.1.1 Old Business

- ACTION ITEM – Write to Marlene LaShomb

4.1.2 New Business

4.2 Architecture Subcommittee Report: James Kozlik & Pamela May, Co-Chairs

4.2.1 Old Business

- ACTION ITEM – Status of Gelderloos shop construction.
- ACTION ITEM – Send sign notice to Rakela.
- ACTION ITEM – Send approval notice to P. May.
- ACTION ITEM – Send approval notice to Dieux-Bray.
- ACTION ITEM – Talk to attorney regarding subdivisions.

4.2.2 New Business

Construction Time Limit

4.3 Road & Weed Committee Report: Philip Hoag & Jame Trisdale (JT), Co-Chair

4.3.1 Old Business

4.3.2 New Business

4.4 Complaint Committee Report: Charlotte Mizzi, Chair

4.4.1 Old Business

- ACTION ITEM – *[David]* Status of Parcel 32 (NG) Kathleen Ulrich.
- ACTION ITEM – *[David]* Status of removing rock pile above culvert.
- ACTION ITEM – *[David]* Status of Cleanup on Hansard property.
- ACTION ITEM – *[David]* Status of Nye's dog complaint.

**Glastonbury Landowners Association
Board of Directors Meeting Agenda
April 5, 2004**

ACTION ITEM – Send dog letter to landowners
ACTION ITEM – Letter to D. Woodruff re: removal of his items from 32-A (NG)

4.4.2 New Business. None.

4.5 Land Use Master Plan Committee: Charlotte Mizzi, Chair and Orlando Johnson.

4.5.1 Old Business

ACTION ITEM – *[David]* Status of Neighborhood Meetings
ACTION ITEM – Subdivision and Reclamation Standard

4.5.2 New Business

4.6 Recreation Committee: Janet Naclerio, Chair

4.6.1 Old Business

ACTION ITEM – Status of Report on legal formation of PVRC
ACTION ITEM – *[Janet]* Filing Parcel 16-A to be a part of Glastonbury

4.6.2 New Business

4.7 Web Site Committee: Edward Anderson, Chair

4.7.1 Old Business

ACTION ITEM – Sending letters to Realtors. *[Denise]*

4.7.2 New Business

4.8 Clean-up Committee Report

4.9 Ombudsman Report: Jeanne Campbell (SG) Richard Johnson(NG)

5. Other Business

5.1. Shelter Insurance *[Orlando]*

ACTION ITEM – List of points to consider regarding shelter insurance *[Orlando & Philip]*
ACTION ITEM – Filing Resolution to include parcels 23-A SG & 14-A NG in Glastonbury

6. Next Meeting and Adjournment

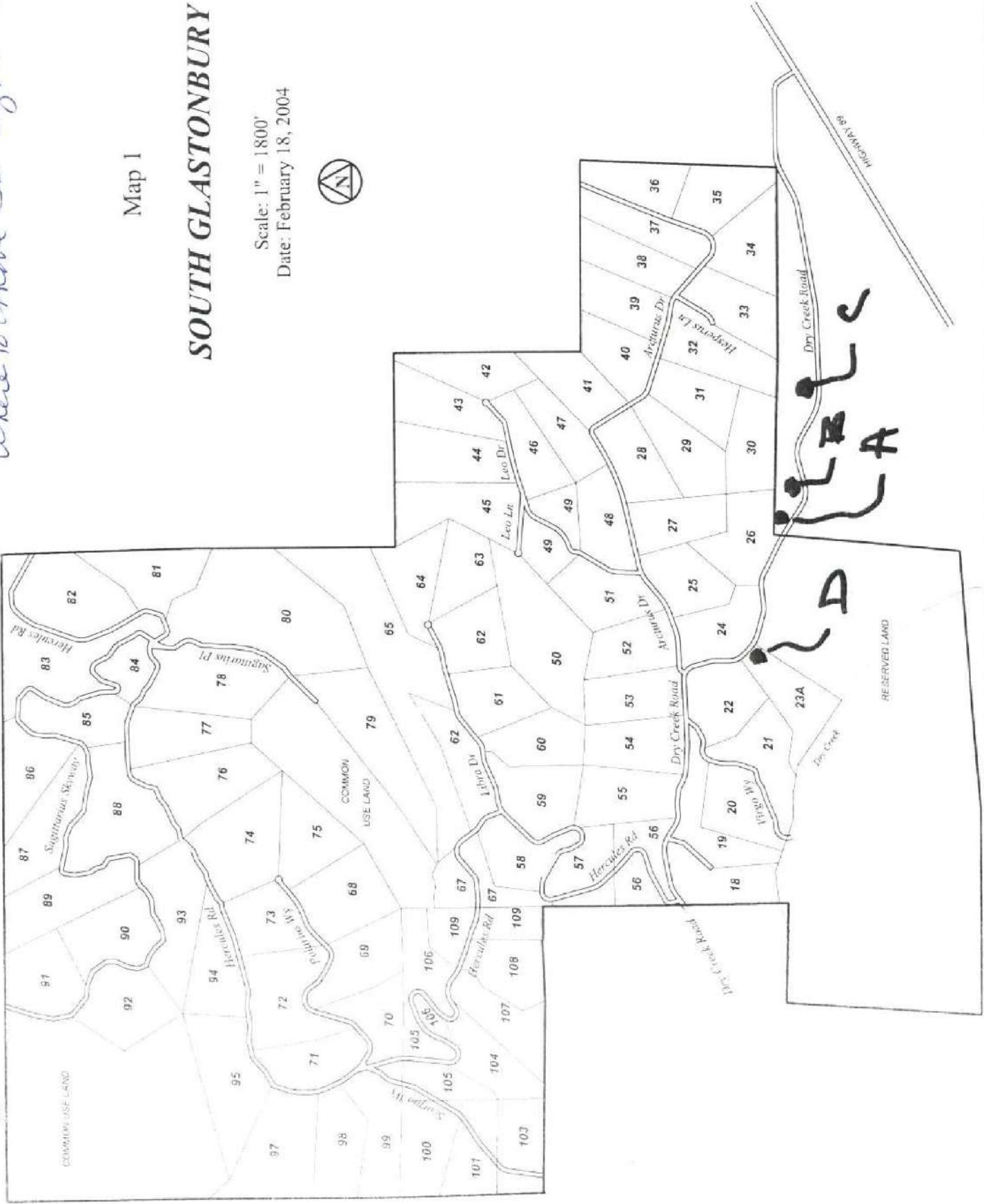
Where to move S6 sign

4/5/04 MTE

Map 1

SOUTH GLASTONBURY

Scale: 1" = 1800'
Date: February 18, 2004



4/5/04 NJG

Glastonbury Landowners Association, Inc.

**DRAFT NORTH GLASTONBURY BALLOT
Ballot X**

Please vote for those items listed for the parcels you own:

1. Expansion of Budget (Affects all landowners – every landowner votes on this issue)

- Approve assessment increase to cover operating expenses **Approve: []**
Disapprove: []

2. Seal existing paved roads (Affects NG landowners – all landowners owning land in NG land vote on this issue)

- Assessment increase of **\$34 per year** for North Glastonbury parcels/tracts/lots to cover cost of sealing existing paved roads in NG **Approve: []**
Disapprove: []

3. Pave rest of Sirius past GAV to Taurus and from the base of Tarus to the top of the grade (end of parcel 2 NG). Affects NG landowners who own Parcels 1, 2, and 5 thru 7 and the Church for the GAV residents.

- Assessment increase of **\$57 per year** for North Glastonbury landowners of GAV (Church), Parcels 1, 2, and 5 thru 7. **Approve: []**
Disapprove: []

4. Pave Gemini from Capricorn up to Orion (affects NG landowners who own Parcels 35 thru 40 and 57 thru 70).

- Assessment increase of **\$37 per year** for North Glastonbury landowners of Parcels 35 through 40 and 57 through 70. **Approve: []**
Disapprove: []

5. Pave Venus from Capricorn up to end of Parcel 33 (affects landowners who own Parcels 29, 30, and 32 through 34).

- Assessment increase of **\$77 per year** for North Glastonbury landowners of Parcels 29, 30, and 32 through 34. **Approve: []**
Disapprove: []

Glastonbury Landowners Association
 COST OF PAVING SELECT ROADS

4/5/2004

GLA 01612

Road	From	To	Priority	Flag	mi	feet	Area	sf	Glastonbury	Total Miles	Dollars	Dollars \$0	Dollars	No. of Parcels	SF	Cost to those Benefiting	Parcels Benefiting
South Glastonbury	Arcurus	Pallas Circle	B	1	0.7	3696	88,704		S	1.3	31,046	\$0	31,046	63	57,658	105	25,27-41,47,52
	Dry Creek	Cor Leonius	B		0.2	1056	25,344		S		8,870		8,870				
	Pallas Circle	Hesperus	B		0.4	2112	50,688		S		17,741		17,741				
	Cor Leonius	End of Arcurus	B		0.3	1584	38,016		S								
	Hesperus								S								
Leo	Arcurus	Top of grade	B	1	0.4	2112	50,688		S		17,741		17,741	21	17,741	97	42-46,48-51
	Top of grade	Leo Lane			0.2	1056	25,344		S								
North Glastonbury	Sirus - Taurus								N	2.4	\$53,333	\$0	\$68,747				
	Aries	Taurus	B	1	0.4	2112	50,688		N		17,741		17,741	75	42,134	65	gov, 1,2,5-7
	Sirus	Top of grade	B		0.35	1848	44,352		N		15,523		15,523				
	Top of grade	End of Taurus	B	1	0.2	1056	25,344		N		8,870		8,870				
	Capricorn								N								
	Gemini	Venus	C	1	0.35	1848	44,352		N		15,523						
	Venus								N								
	Capricorn	Rantelo's house	B	1	0.3	1584	38,016		N		13,306		13,306	20	13,306	77	29,30,32-34
	Gemini	Orion	B	1	0.3	1584	38,016		N		13,306		13,306	41	13,306	37	35-40,57-70
	Orion	Evening Star			0.5	2640	63,360		N								
	Gemini								N								
	Chip Sealing																
	Capricorn, Aries, Sirus		A		3.2	16896	405,504				53,333		53,333	179	53,333	34	

Chip Seal for existing NG Roads:

Notes:
 - When we paved previously we paved 3.2 miles of roads in NG and 1.85 miles in SG
 - Assessment based on 350 Parcels/tracts/lots

No. of parcels 350
 Yrly loan payment 34520

Increase in Assessments Needed:

To Pay off loan: 23
 To pay Manager: 71
 Total Assessment: 23 71

Total: \$53,333 \$144,146
 Subtotal: \$53,333 \$197,479
 Road Prep: \$15,000 \$10,000
 5% Contingency: 2,667 9,874
 Total Loan Required: 71,000 217,353
 Half Time Manager:

File Path: Rev1

1

4/5/04 MTR

Glastonbury Landowners Association

Board Member Proxy Notification

I, Pamela May

Give my proxy to Cynthia Blocker

For the GLA Board of Directors Meeting on April 5, 2004
date

Pamela May
signature

3-29-04
date

4/5/04 MTG

Glastonbury Landowners Association, Inc.
 Treasurer: Cynthia Blocker 406-333-9677
 Post Office Box 312
 Emigrant, MT 59027-0312

Invoice

Date	Invoice No.
04/03/04	2474

Bill To
Linda Ulrich (NG 33-F) P. O. Box 235 Emigrant, MT 59027

Terms	Land	Dwelling	Parcel Number
	1	1	NG 33F

Item	Description	Qty	Rate	Amount
Land '02	Land Assessment(s) 2002: June through Dec.		70.00	70.00
Land '03	Land Assessment 2003		120.00	120.00
Land '04	Land Assessment 2004		120.00	120.00
Dwelling '02	Dwelling Assessment(s) 2002: June through Dec.		70.00	70.00
Dwelling '03	Dwelling Assessment(s) 2003		120.00	120.00
Dwelling '04	Dwelling Assessment(s) 2004		120.00	120.00
Penalty	One-time Penalty 5% On 02 Assessments Past Due		7.00	7.00
Penalty	One-time Penalty 5% On 03 Assessments Past Due		12.00	12.00
Fin Chg	Finance Charges on Overdue Balance: 18%		72.93	72.93
			Total	\$711.93

05/03/04

*Revised
Copy for
Dennis*

Glastonbury Landowners Association, Inc.
Income & Expense Budget Overview
 January through March 2004

March

	Jan - Mar '04	Budget	\$ Over Budget
Income			
1. General Income			
1. Church, for Road Paving Loan	581.26		
2. Interest Income	11.38		
4. Sanitation Bond Account	500.00		
1. General Income - Other	0.00	18,967.50	-18,967.50
Total 1. General Income	1,092.64	18,967.50	-17,874.86
2. Assessments			
02. Dwelling Assessment 1998	120.00		
03. Dwelling Assessment 1999	120.00		
04. Dwelling Assessment 2000	122.98		
05. Dwelling Assessment 2001	140.00		
06. Dwelling Assessment 2002	235.00		
07. Dwelling Assessment 2003	624.74		
08. Dwelling Assessment 2004	11,131.75		
10. Land Assessment 1998	120.00		
11. Land Assessment 1999	120.00		
12. Land Assessment 2000	122.97		
13. Land Assessment 2001	140.00		
14. Land Assessment 2002	355.00		
15. Land Assessment 2003	924.74		
16. Land Assessment 2004	18,779.46		
2. Assessments - Other	120.00		
Total 2. Assessments	33,176.64		
3. Late Fees/Finance Charges			
1. Finance Charges	180.10		
2. Five Percent Penalty	34.50		
Total 3. Late Fees/Finance Charges	214.60		
Total Income	34,483.88	18,967.50	15,516.38
Expense			
A. Business Expenses			
1. Banking Fees	12.50		
5. Rentals	115.00		
7. Taxes	50.00		
8. Refund on Overpayment	380.00		
A. Business Expenses - Other	0.00	2,042.49	-2,042.49
Total A. Business Expenses	557.50	2,042.49	-1,484.99
B. Office Expense			
1. Copying	692.63		
2. Postage	783.74		
3. Office Supplies	105.69		
4. Misc. Expenses	220.26		
5. Refreshments	234.06		
B. Office Expense - Other	0.00	549.99	-549.99
Total B. Office Expense	2,036.38	549.99	1,486.39
C. Professional Fees			
1. Accountant	105.00		
2. Bookkeeper	927.50		
3. Legal Council	688.00		
4. Professional Fees	2,774.37		
5. Secretarial	2,064.00		
6. Treasurer	348.00		
7. Web Site	1,308.40		
C. Professional Fees - Other	0.00	4,174.98	-4,174.98
Total C. Professional Fees	8,215.27	4,174.98	4,040.29
D. Road Repairs & Maintenance			
1. Loan Payment	7,556.32		
2. Road Maint.	282.50		
4. Snow Removal			
4.1. Snow Plowing	1,552.50		
4.2. Sanding	1,012.00		
Total 4. Snow Removal	2,564.50		
D. Road Repairs & Maintenance - Other	0.00	9,624.99	-9,624.99
Total D. Road Repairs & Maintenance	10,403.32	9,624.99	778.33
E. General Expenses			
2. Equipment Repair & Maint.	120.00		
3. Miscellaneous	48.00		
E. General Expenses - Other	0.00	150.00	-150.00
Total E. General Expenses	168.00	150.00	18.00

05/03/04

Glastonbury Landowners Association, Inc.
Income & Expense Budget Overview
January through March 2004

	<u>Jan - Mar '04</u>	<u>Budget</u>	<u>\$ Over Budget</u>
F. Misc. Projects			
1. Snow Plow/Sander Truck	4,075.44		
2. Master Plan	24.00		
4. Recreation Area	54.64		
F. Misc. Projects - Other	0.00	<u>2,424.99</u>	<u>-2,424.99</u>
Total F. Misc. Projects	4,154.08	2,424.99	1,729.09
H. Discount	<u>435.21</u>		
Total Expense	<u>25,969.76</u>	<u>18,967.44</u>	<u>7,002.32</u>
Net Income	<u>8,514.12</u>	<u>0.06</u>	<u>8,514.06</u>

04/05/04

Glastonbury Landowners Association, Inc.
Balance Sheet
 As of March 31, 2004

	<u>Mar 31, '04</u>
ASSETS	
Current Assets	
Checking/Savings	
1st National Bank Checking	13,766.41
1st National Bank Savings	<u>7,710.03</u>
Total Checking/Savings	21,476.44
Accounts Receivable	
Accounts Receivable	<u>97,043.12</u>
Total Accounts Receivable	97,043.12
Other Current Assets	
Undeposited Funds	<u>-573.50</u>
Total Other Current Assets	<u>-573.50</u>
Total Current Assets	117,946.06
Fixed Assets	
Paved Roads	<u>1.00</u>
Total Fixed Assets	<u>1.00</u>
TOTAL ASSETS	<u>117,947.06</u>
LIABILITIES & EQUITY	
Liabilities	
Long Term Liabilities	
Road Pavement Loan	<u>244,312.31</u>
Total Long Term Liabilities	<u>244,312.31</u>
Total Liabilities	244,312.31
Equity	
Beginning Balance	11,816.51
Opening Bal Equity	-244,401.10
Retained Earnings	55,700.91
Net Income	<u>50,518.43</u>
Total Equity	<u>-126,365.25</u>
TOTAL LIABILITIES & EQUITY	<u>117,947.06</u>

April 5, 2004

Glastonbury Landowners Association, Inc.
Income & Expense
March 2004

	<u>Mar '04</u>
Income	
1. General Income	
2. Interest Income	3.25
4. Sanitation Bond Account	<u>250.00</u>
Total 1. General Income	253.25
2. Assessments	
08. Dwelling Assessment 2004	250.00
16. Land Assessment 2004	<u>370.00</u>
Total 2. Assessments	<u>620.00</u>
Total Income	873.25
Expense	
A. Business Expenses	
1. Banking Fees	12.50
5. Rentals	<u>75.00</u>
Total A. Business Expenses	87.50
B. Office Expense	
1. Copying	154.88
2. Postage	35.38
4. Misc. Expenses	60.00
5. Refreshments	<u>109.89</u>
Total B. Office Expense	360.15
C. Professional Fees	
4. Professional Fees	2,749.37
5. Secretarial	840.00
6. Treasurer	24.00
7. Web Site	<u>1,300.40</u>
Total C. Professional Fees	4,913.77
D. Road Repairs & Maintenance	
4. Snow Removal	
4.1. Snow Plowing	90.00
4.2. Sanding	<u>82.65</u>
Total 4. Snow Removal	<u>172.65</u>
Total D. Road Repairs & Maintenance	172.65
E. General Expenses	
3. Miscellaneous	<u>48.00</u>
Total E. General Expenses	48.00
F. Misc. Projects	
2. Master Plan	24.00
4. Recreation Area	<u>50.20</u>
Total F. Misc. Projects	<u>74.20</u>

	<u>Mar '04</u>
Total Expense	<u>5,656.27</u>
Net Income	<u>-4,783.02</u>

2004-04-19_BDGN.pdf

**Glastonbury Landowners Association
Board of Directors Meeting Minutes**

April 19, 2004

CONFIDENTIAL – DO NOT COPY

1. Call to Order, Prayer

The meeting was called to order by David Tonkin at 7:10 p.m., at Golden Ratio Woodworks.

PRESENT: David Tonkin (President), James Kozlik (Vice-President), , Cynthia Blocker (Treasurer), Edward Anderson, Philip Hoag, Edwin Johnson, Orlando Johnson, Pamela May, Charlotte Mizzi and James Trisdale (JT)

ABSENT: Janet Naclerio (Secretary)

PROXIES:

ALSO ATTENDING: Denise Orr (GLA secretary)

2. General Business

2.1 Old Business

ACTION ITEM - Proposed 2004 Budget. David reviewed the proposed budget for 2004 along with revised paving costs based on membership meetings and new quotes from John Funizzi's paver. David distributed "**Proposed 2004 Budget Revised**", in which shows a balanced budget based on expected income. To balance the budget, he took most of the money out of road paving and snow plowing and put it into professional fees so that there would be enough to cover these services. He also added a column that shows how much money we have spent to date. He then distributed two lists showing the effects of the reduced budget for 2004 and 2005 based on the Board invoking the cost of living increase of assessments paragraph (11.03) of the covenants. The increase could not become effective until 2005 because the assessments have already been assessed. The board discussed the two lists showing the impact of a reduced budget

David then reviewed new costs estimates for paving based on new quotes from the paver. The estimates followed a suggestion in previous meetings with the membership so only those living on the new paved roads or above them would be charged for the paving costs. He suggested the Board may want to send out these new costs to landowners to see if the reduced costs and the revised payment plan would make a difference to the landowners whether to pave their roads or not. The Board discussed the options and an outline of a letter to landowners presenting the plan to them.

MOTION: Philip motioned and Pamela seconded that the GLA Board postpone its decision to send out a ballot regarding an increase in assessments to meet our budget shortfall until May 3, 2004 Board meeting after we learn from the Church if they will agree to our proposal to pay \$15,000 for the Master Plan. Motion carried. (7 in favor; 1 opposed; 1 abstention)

2.2 New Business

Report on Meeting with Judith Filbert. David reported Judith Filbert was unable to give him an answer regarding paying GLA the \$15,000. She offered to pay the Master Plan expenses. She just needed copies of receipts for the work that GLA has done thus far. The Board asked David to inform Judith that William Smith should get the quote on the guardrail costs, as it is the Church's project and responsibility.

**Glastonbury Landowners Association
Board of Directors Meeting Minutes**

April 19, 2004

CONFIDENTIAL - DO NOT COPY

32-D NG/Kathleen Ulrich Clean-up Issue: David reviewed Kathleen Ulrich progress on clean-up and explained that Kathleen must complete the agreed clean up within 30 days of the date on which she signs the final plan or GLA can begin the cleanup ourselves. Board agreed that our attorney should draw up a legally binding document for Kathleen to sign. It should include a clause that states if Kathleen does not complete her clean up within a specified time; she authorizes the GLA to complete her clean up.

3. Next Meeting and Adjournment

The meeting was adjourned at 9:20 p.m. with no further business. The next meeting will be held on May 3, 2004 at Golden Ratio Woodworks Cafeteria, 7 p.m.

New Action Items:

GB041904.0 Philip Hoag to call Jerome Tweedy about moving his bus.

GB041904.1 David to meet Judith Filbert. **Done**

2004-04-19_BDGNAUX.pdf

4/19/08
Dath

Letter to landowners:

The results of the survey we conducted in February and March of this year indicated landowners did not want to increase their assessments for paving more roads or to raise assessments for GLA manager activities. We will respect that decision if landowners still feel that way. However, we wanted to make sure you have the facts before making a final decision and all landowners have the opportunity to vote yes or no. We had only about a third of the landowners responded to the survey. First, in the intervening time, our paver significant reduced his prices from \$0.60 per square foot to \$0.35 per square foot. And second, the Board does not feel it accurately presented the reasons behind requesting an increase for funding manager's type activities.

If the landowners do not want to raise their assessments this year, the Board obviously will abide by the vote. However in order for us to do this, we will have to drastically cut back our services and the projects we were planning for this year. This includes any road grading this year, reduced snow removal during the winter months of this calendar year, our work on resolving complaints and lawsuits, and possibly work on the Master Plan, etc. The Board feels that in order for it to enforce the covenants and complete the projects already started, it is necessary to increase assessments.

The covenants allow two ways to increase assessments. The first is by submitting to the landowners a ballot for a budget increase requiring 51% approval of the landowners in good standing. The second is to increase assessments a maximum of a 10% per year to cover inflationary costs. This second process does not required approval by the landowners. The Board is not sure how to cover the budgetary needs unless we submit an increase to landowners by ballot or to start increasing next year the assessments by 10% yearly until the budget needs are satisfied. The assessments are assessed at the beginning of the year. The only other option is to stop trying to enforce the covenants and just work on maintaining roads. The operations of the Glastonbury's then becomes a las sa far with little of no control of construction or subdividing land except by what landowners want to do on their own accord.

[The letter would continue detailing the reasons as described on the attached Lists of Services Not Rendered With Reduced 2004 and 2005 Budgets.]

4/19/04

GLASTONBURY LANDOWNERS ASSOCIATION, INC.
Proposed 2004 Budget Revised

Line No.	ITEM DESCRIPTION	YEAR 2004		Additional Needed	YEAR 2003 TOTALS		YEAR 2002 TOTALS	
		Subtotal	Total		Subtotals	Totals	Subtotals	Totals
1	Income		75,870					75,481
2	Expenses:		75,870					82,110
3	Business Expenses		8,170					6,748
4	Banking fees	100			101		13	
5	Gifts & donations	0			1000		0	
6	Insurance	6,100			6079		5248	
7	Licenses	30			15		30	
8	Lien Filing	600			1038		968	
9	Rentals	400			630		135	
10	Sanitation Bond Refunds	700			750		250	
11	Taxes	240			241		106	
12	Office Expenses		2,200			4089		2,420
13	Copying	750			1050		464	
14	Postage	550			1395		544	
15	Office Supplies	500			513		484	
16	Misc. Expenses	100			40		390	
17	Refreshments	300			329		263	
18	Petty cash account	0			763		275	
19	Professional Fees		16,700	10,700		17349		10,046
20	Accountant	100			95		85	
21	Bookkeeper	3,000			3024		2796	
22	Legal Council	1,100		1,900	2302		1126	
26	Manager	0					0	
27	Secretary	7,500			7503		5548	
28	Professional fees	5,000		8,000			0	
29	Independent Contractors	4,000		300			323	
30	Treasurer	300		500			168	
31	Web Site	700			681			

GLASTONBURY LANDOWNERS ASSOCIATION, INC.
Proposed 2004 Budget Revised

Line #	ITEM DESCRIPTION	Amount Spent By Date	YEAR 2004			YEAR 2003 TOTALS			YEAR 2002 TOTALS		
			Subtotal	Total	Additional Needed	Subtotals	Totals	Notes	Subtotals	Totals	
32	Road Repairs & Maintenance	11/10/03	30,000	38,500	10,500	29,625	52,309		29,601	51,995	
33	Loan payment	12/25/06	4,500		1,000	6,694		5,547			
34	Road Maintenance		2,700			2,552		3,205			
35	Misc. Maintenance		300			62		871			
36	Misc. Supplies		1,500		1,000	4,080		1,471			
37	Weed control		1,150		6,850	7,780		11,738			
38	Road Grading		2,850		2,650	8,210		5,110			
39	Snow removal	2/5/04	1,600		2,400	6,182		2,923			
40	Snow Plowing	1/5/02	1,000			1,478					
41	Sanding	1/0/12	0			0		193			
42	Snow fences		250		250	550					
43	Materials, sand			600	1,600		3,118			1,533	
44	General Expenses	1/0/08	0		900	450		743			
45	Cleanup Day		300		700	1,769					
46	Equipment Repair & Maint.	1/0/08	300			899		789			
47	Miscellaneous			9,700	2,000		9,421		9,367	9,367	
48											
49	Misc. Projects	4/15/04	4,000			938					
50	Snow Plow	1/0/08	3,700		1,000	100					
51	Master Plan		1,000								
52	Legal fees		750		800						
53	Postage		750		500						
54	Copies		1,000		1,000						
55	Contractors	1/0/08	200								
56	Misc	1/24/08	0		1,000	1,262					
57	Guardrails		2,000			7,122					
58	Recreation Area			0	24,800		(19,169)			(6,630)	
	Net Income										

4/19/04
2

Line No.	Description	Impact	Budget Needed
22	Reduced legal council budget. May affect:		
	Ability to follow through with cleanup of 32-D NG	May be large	~ \$5,000
	Lawsuit on 48 NG. May lose some or all of the \$4,800 in liens on this property. However, it is possible we may not be able to save the amount due to us anyway.	Little	
29	Manager activities. This will affect or prevent finishing:	Major	\$5,000
	Most work on effecting cleanup on 32-D NG will need to stop	Large	
	* Will not have the budget to do paving study	Large	\$500 - 750
	* Finish upgrading architectural review procedures	Minor	\$240 - 480
	* Finish upgrading road maintenance procedures	Minor	
	* Confirming subdivided parcels & no. of house on properties	Medium	\$240 - 480
	* Dealing with complaints. We have the following complaints we need to finish resolving: Hansard, Victory Shelter, Alexander, various dog complaints, Foltman	Medium	~ \$400 ?
	Complete upgrading signage (stop signs, speed signs, etc.) and replace missing street signs.	Medium	\$500 - 750
	Installing guardrails along Leo, Hercules, Gemini. [Not expected to all be done this yr. Cost include construction	Medium	\$1,000 - 5,000
	Work on getting the shelters cleaned up.		?
	We are in the process of enforcing the covenants. Right now are just developing a momentum on this and if we stop we will lose the momentum. The types things people are not doing are not submitting applications and not cleaning up their properties, see list below. As part of this task, we need to bi-weekly or monthly inspect GLA for landowners failing to submit building applications and followup to make sure they	Major over the long haul	?
	* Gaining approval from landowners to clarify and seal lope holes in the Covenants	Medium	\$500
30	Treasurer. May reduce ability to update Data base and file liens	Major	\$300
	This affects our ability to collect assessments and keep track of	Major	
	* address changes.		
31	Web site. Reduces our ability to upgrade and make it more user friendly	Minor	\$700
37	Weed control on roads. Little or no weed control this yr	Medium	
38	No more road grading this year.	Medium	
39	Reduced snow removal and sanding from previous yrs.	Medium	
45	No cleanup day	Minor	
47	Misc. expenses reduced by 60%	?	

GLA

List of Services Not Rendered With Reduced 2004 Budget

4/19/2004

Line No.	Description	Impact	Budget Needed
51	Master Plan approval. The church in a letter to us stated they will reimburse us 50% of what we spend to get the Plan approved. I don't believe we have enough money in the budget to finance our portion of the amount needed to gain ratification.	Major	\$1,500 - 3,000
57	Guardrails,		
	Can not repair guardrails on Capricorn	Medium	\$1,000 - 2,000
	Can not install guardrail on Caspari Wy unless Church agrees to our proposal and gives us the \$15,000 mentioned in their letter to GLA.	Medium	\$2,000 - 3,000
57.1	Move SG interence sign	Medium	\$500

Covenants sections not being followed:

- 5.05 - Nuisances and Eyesores - abandoned vehicles, junk, scrap piles, etc.
- 5.02 a - Approved spark arrestors very minor but have been noticing missing spark arrestors on chimneys
- 6.01 - Submittal of building applications and applications for wells, septic systems, roads and/or driveways.

4/19/04 (4)

GLA
List of Services Not Rendered With Reduced 2005 Budget

4/15/2004

Line No.	Description	Impact	Budget Needed
22	Reduced legal council budget. May affect: Ability to follow through with cleanup of 32-D NG	May be large	~ \$5,000
29	Manager activities. This will affect or prevent finishing: May still affect cleanup on 32-D NG depending on how well mediation works.	Major May be large	\$5,000
	Will not have the budget to do paving study	Large	\$500 - 750
	Finish upgrading architectural review procedures	Minor	\$240 - 480
	Finish upgrading road maintenance procedures	Minor	
	Confirming subdivided parcels & no. of house on properties	Medium	\$240 - 480
	Dealing with complaints. We have the following complaints we need to finish resolving: Hansard, Victory Shelter, Alexander, various dog complaints, Follman	Medium	~ \$400 ?
	Complete upgrading signage (stop signs, speed signs, etc.) and replace missing street signs.	Medium	\$500 - 750
	Installing guardrails along Leo, Hercules, Gemini. [Not expected to all be done this yr. Cost include construction	Medium	\$1,000 - 5,000
	Work on getting the shelters cleaned up.		?
	We are in the process of enforcing the covenants. Right now are just developing a momentum on this and if we stop we will loose the momentum. The types things people are not doing are not submitting applications and not cleaning up their properties, see list below. As part of this task, we need to bi-weekly or monthly inspect GLA for landowners failing to submit building applications and followup to make sure they	Major over the long haul	?
	Gaining approval from landowners to clarify and seal lope holes in the Covenants	Medium	\$500
37	Weed control on roads. Reduce from normal weed control. Only spraying once during the year.	Medium	
38	Reduced grading, about 60% less than previous years	Medium	
39	Slightly reduced snow removal depending on severity of winter.	Minor	
45	No cleanup day	Minor	
51	Master Plan approval. Depending on what is accomplished in 2004 may see impact on ratifying Master Plan.	Major	\$1,500
57	Guardrails, can only do one of the guardrail projects Can not repair guardrails on Capricorn	Medium	\$1,000 - 2,000

GLA

List of Services Not Rendered With Reduced 2005 Budget

4/15/2004

Line No.	Description	Impact	Budget Needed
	Can not install guardrail on Caspari Wy unless Church agrees to our proposal and gives us the \$15,000 mentioned in their letter to GLA.	Medium	\$2,000 - 3,000

Covenants sections not being followed:

- 5.05 - Nuisances and Eyesores - abandoned vehicles, junk, scrap piles, etc.
- 5.02 a - Approved spark arrestors very minor but have been noticing missing spark arrestors on chimneys
- 6.01 - Submittal of building applications and applications for wells, septic systems, roads and/or driveways.

Glastonbury Landowners Association, Inc.

**DRAFT NORTH GLASTONBURY BALLOT
North Glastonbury Ballot**

Please vote for those items listed for the parcels you own:

1. Expansion of Budget (Affects all landowners – all landowner votes on this issue)

- Approve assessment increase of \$70 per year to cover operating expenses.

Approve: []

Disapprove: []

2. Seal existing paved roads (Affects NG landowners – all landowners owning land in NG land vote on this issue)

- Assessment increase of \$34 per year for North Glastonbury parcels/tracts/lots to cover cost of sealing existing paved roads in NG. People owning land in NG vote on this issue.

Approve: []

Disapprove: []

3. Pave rest of Sirius past GAV to Taurus and from the base of Taurus to the top of the grade (end of parcel 2 NG). Affects NG landowners who own Parcels 1, 2, and 5 through 7 and the Church for the GAV residents.

- Assessment increase of \$51 per year for North Glastonbury landowners of GAV (Church), Parcels 1, 2, and 5 through 7. The Church and those owning land in these parcels vote on this issue.

Approve: []

Disapprove: []

4. Pave Gemini from Capricorn up to Orion (affects NG landowners who own Parcels 35 through 40 and 57 through 70).

- Assessment increase of \$37 per year for North Glastonbury landowners of Parcels 35 through 40 and 57 through 70. People who own land on one of these parcels vote on this issue.

Approve: []

Disapprove: []

5. Pave Venus from Capricorn up to end of Parcel 33 (affects landowners who own Parcels 29, 30, and 32 through 34).

- Assessment increase of \$77 per year for North Glastonbury landowners of Parcels 29, 30, and 32 through 34. People who own land on one of these parcels vote on this issue.

Approve: []

Disapprove: []

Glastonbury Landowners Association, Inc.

**DRAFT SOUTH GLASTONBURY BALLOT
South Glastonbury Ballot**

Please vote for those items listed for the parcels you own:

1. Expansion of Budget (Affects all landowners – all landowner votes on this issue)

- Approve assessment increase of \$70 per year to cover operating expenses.

Approve: []

Disapprove: []

2. Pave Arcturus from Dry Creek up to Hesperus (affects SG landowners who own Parcels 25, 27 through 41, and 47 and 52).

- Assessment increase of **\$105 per year** for South Glastonbury landowners of Parcels 25, 27 through 41, and 47 and 52. People who own land on these parcels vote on this issue.

Approve: []

Disapprove: []

3. Pave Leo from Arcturus up to top of grade near Parcel 49 (affects landowners who own Parcels 42 through 46 and 48 through 51).

- Assessment increase of **\$97 per year** for South Glastonbury landowners of Parcels 42 through 46 and 48 through 51. People who own land on these parcels vote on this issue.

Approve: []

Disapprove: []

Glastonbury Landowners Association
COST OF PAVING SELECT ROADS

4/5/2004

Road	From	To	Priority	Flag	mi	feet	sf	Area	Class	Total Miles	Dollars	Dollars	Dollars	No. of Parcels	Sf	Benefiting	Parcels	Benefiting	Cost to those Benefiting	
South Glastonbury																				
Arcturus																				
	Dry Creek	Pallas Circle	B	I	0.7	3696	88,704		S	1.3	31,046			63	57,658	105	25,27-41,47,52			
	Pallas Circle	Cor Leonius	B		0.2	1056	25,344		S		8,870									
	Cor Leonius	Hesperus	B		0.4	2112	50,688		S		17,741									
	Hesperus	End of Arcturus			0.3	1584	38,016		S											
Leo																				
	Arcturus	Top of grade	B	I	0.4	2112	50,688		S		17,741			21	17,741	97	42-46,48-51			
	Top of grade	Leo Lane			0.2	1056	25,344		S											
North Glastonbury																				
Sirius - Taurus																				
	Arcturus	Taurus	B	I	0.4	2112	50,688		N	2.4	Miles: 17,741	\$53,333	\$68,747	75	42,134	65	gov,1,2,5-7			
	Sirius	Top of grade	B		0.35	1848	44,352		N		15,523									
	Top of grade	End of Taurus	B	I	0.2	1056	25,344		N		8,870									
Capricorn																				
	Gemini	Venus	C	I	0.35	1848	44,352		N		15,523									
Venus																				
	Capricorn	Ranticle's house	B	I	0.3	1584	38,016		N		13,306			20	13,306	77	29,30,32-34			
Gemini																				
	Capricorn	Orion	B	I	0.3	1584	38,016		N		13,306			41	13,306	37	35-40,57-70			
Orion																				
	Gemini	Evening Star			0.5	2640	63,360		N											
Chip Sealing																				
	Capricorn, Aries, Sirius		A		3.2	16896	405,504				53,333	53,333		179	53,333	34				

Chip Seal for existing NG Roads:

Notes:
 - When we paved previously we paved 3.2 miles of roads in NG and 1.85 miles in SC
 - Assessment based on 350 Parcels/tracts/lots

Total:	\$33,333	\$144,146
Subtotal:	\$53,333	\$197,479
Road Prep:	\$15,000	\$10,000
5% Contingency:	2,667	9,874
Total Loan Required:	71,000	217,353
Half Time Manager:		
To Pay off loan:	23	71
To pay Manager:		
Total Assessment:	23	71

Increase in Assessments Needed:

No. of parcels 350
 Yrly loan payment 34520

Smith 4/19/04

Letter to landowners:

The results of the survey we conducted in February and March of this year indicated landowners did not want to increase their assessments for paving more roads or to raise assessments for GLA manager activities. We will respect that decision if landowners still feel that way. However, we wanted to make sure you have the facts before making a final decision and all landowners have the opportunity to vote yes or no. We had only about a third of the landowners responded to the survey. First, in the intervening time, our paver significant reduced his prices from \$0.60 per square foot to \$0.35 per square foot. And second, the Board does not feel it accurately presented the reasons behind requesting an increase for funding manager's type activities.

If the landowners do not want to raise their assessments this year, the Board obviously will abide by the vote. However in order for us to do this, we will have to drastically cut back our services and the projects we were planning for this year. This includes any road grading this year, reduced snow removal during the winter months of this calendar year, our work on resolving complaints and lawsuits, and possibly work on the Master Plan, etc. The Board feels that in order for it to enforce the covenants and complete the projects already started, it is necessary to increase assessments.

The covenants allow two ways to increase assessments. The first is by submitting to the landowners a ballot for a budget increase requiring 51% approval of the landowners in good standing. The second is to increase assessments a maximum of a 10% per year to cover inflationary costs. This second process does not required approval by the landowners. The Board is not sure how to cover the budgetary needs unless we submit an increase to landowners by ballot or to start increasing next year the assessments by 10% yearly until the budget needs are satisfied. The assessments are assessed at the beginning of the year. The only other option is to stop trying to enforce the covenants and just work on maintaining roads. The operations of the Glastonbury's then becomes a las sa far with little of no control of construction or subdividing land except by what landowners want to do on their own accord.

[The letter would continue detailing the reasons as described on the attached Lists of Services Not Rendered With Reduced 2004 and 2005 Budgets.]

Glastonbury Landowners Association, Inc.

**DRAFT NORTH GLASTONBURY BALLOT
Ballot X**

Please vote for those items listed for the parcels you own:

1. Expansion of Budget (Affects all landowners – every landowner votes on this issue)
 - Approve assessment increase to cover operating expenses **Approve: []**
Disapprove: []

2. Seal existing paved roads (Affects NG landowners – all landowners owning land in NG land vote on this issue)
 - Assessment increase of **\$34 per year** for North Glastonbury parcels/tracts/lots to cover cost of sealing existing paved roads in NG
Approve: []
Disapprove: []

3. Pave rest of Sirius past GAV to Taurus and from the base of Taurus to the top of the grade (end of parcel 2 NG). Affects NG landowners who own Parcels 1, 2, and 5 thru 7 and the Church for the GAV residents.
 - Assessment increase of **\$57 per year** for North Glastonbury landowners of GAV (Church), Parcels 1, 2, and 5 thru 7.
Approve: []
Disapprove: []

4. Pave Gemini from Capricorn up to Orion (affects NG landowners who own Parcels 35 thru 40 and 57 thru 70).
 - Assessment increase of **\$37 per year** for North Glastonbury landowners of Parcels 35 through 40 and 57 through 70.
Approve: []
Disapprove: []

5. Pave Venus from Capricorn up to end of Parcel 33 (affects landowners who own Parcels 29, 30, and 32 through 34).
 - Assessment increase of **\$77 per year** for North Glastonbury landowners of Parcels 29, 30, and 32 through 34.
Approve: []
Disapprove: []

Glastonbury Landowners Association, Inc.

**DRAFT NORTH GLASTONBURY BALLOT
Ballot X**

Please vote for those items listed for the parcels you own:

1. Expansion of Budget (Affects all landowners – every landowner votes on this issue)
 - Approve assessment increase to cover operating expenses **Approve: []**
Disapprove: []

2. Seal existing paved roads (Affects NG landowners – all landowners owning land in NG land vote on this issue)
 - Assessment increase of **\$34 per year** for North Glastonbury parcels/tracts/lots to cover cost of sealing existing paved roads in NG **Approve: []**
Disapprove: []

3. Pave rest of Sirius past GAV to Taurus and from the base of Taurus to the top of the grade (end of parcel 2 NG). Affects NG landowners who own Parcels 1, 2, and 5 thru 7 and the Church for the GAV residents.
 - Assessment increase of **\$57 per year** for North Glastonbury landowners of GAV (Church), Parcels 1, 2, and 5 thru 7. **Approve: []**
Disapprove: []

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 - Assessment increase of **\$37 per year** for North Glastonbury landowners of Parcels 35 through 40 and 57 through 70. **Approve: []**
Disapprove: []

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 - Assessment increase of **\$77 per year** for North Glastonbury landowners of Parcels 29, 30, and 32 through 34. **Approve: []**
Disapprove: []

Line No.	Description	Impact	Budget Needed
22	Reduced legal council budget. May affect:		
	Ability to follow through with cleanup of 32-D NG	May be large	~ \$5,000
	Lawsuit on 48 NG. May lose some or all of the \$4,800 in liens on this property. However, it is possible we may not be able to save the amount due to us anyway.	Little	
29	Manager activities. This will affect or prevent finishing:	Major	\$5,000
	Most work on effecting cleanup on 32-D NG will need to stop	Large	
	* Will not have the budget to do paying study	Large	\$500 - 750
	* Finish upgrading architectural review procedures	Minor	\$240 - 480
	* Finish upgrading road maintenance procedures	Minor	
	* Confirming subdivided parcels & no. of house on properties	Medium	\$240 - 480
	* Dealing with complaints. We have the following complaints we need to finish resolving: Hansard, Victory Shelter, Alexander, various dog complaints, Follman	Medium	~ \$400 ?
	Complete upgrading signage (stop signs, speed signs, etc.) and replace missing street signs.	Medium	\$500 - 750
	Installing guardrails along Leo, Hercules, Gemini. [Not expected to all be done this yr. Cost include construction	Medium	\$1,000 - 5,000
	Work on getting the shelters cleaned up.		?
	We are in the process of enforcing the covenants. Right now are just developing a momentum on this and if we stop we will loose the momentum. The types things people are not doing are not submitting applications and not cleaning up their properties, see list below. As part of this task, we need to bi-weekly or monthly inspect GLA for landowners failing to submit building applications and followup to make sure they	Major over the long haul	?
	* Gaining approval from landowners to clarify and seal lope holes in the Covenants	Medium	\$500
30	Treasurer. May reduce ability to update Data base and file liens	Major	\$300
	This affects our ability to collect assessments and keep track of	Major	
	* address changes.		
31	Web site. Reduces our ability to upgrade and make it more user friendly	Minor	\$700
37	Weed control on roads. Little or no weed control this yr	Medium	
38	No more road grading this year.	Medium	
39	Reduced snow removal and sanding from previous yrs.	Medium	
45	No cleanup day	Minor	
47	Misc. expenses reduced by 60%	?	

GLA

List of Services Not Rendered With Reduced 2004 Budget

4/19/2004

Line No.	Description	Impact	Budget Needed
51	Master Plan approval. The church in a letter to us stated they will reimburse us 50% of what we spend to get the Plan approved. I don't believe we have enough money in the budget to finance our portion of the amount needed to gain ratification.	Major	\$1,500 - 3,000
57	Guardrails,		
	Can not repair guardrails on Capricorn	Medium	\$1,000 - 2,000
	Can not install guardrail on Caspari Wy unless Church agrees to our proposal and gives us the \$15,000 mentioned in their letter to GLA.	Medium	\$2,000 - 3,000
57.1	Move SG interence sign	Medium	\$500

Covenants sections not being followed:

- 5.05 - Nuisances and Eyesores - abandoned vehicles, junk, scrap piles, etc.
- 5.02 a - Approved spark arrestors very minor but have been noticing missing spark arrestors on chimneys
- 6.01 - Submittal of building applications and applications for wells, septic systems, roads and/or driveways.

GLASTONBURY LANDOWNERS ASSOCIATION, INC.

Proposed 2004 Budget Revised

Line No.	ITEM DESCRIPTION	YEAR 2004		Additional Needed	YEAR 2003 TOTALS		YEAR 2002 TOTALS	
		Subtotal	Total		Subtotals	Totals	Subtotals	Totals
1	Income		75,870					75,481
2	Expenses:		75,870					82,110
3	Business Expenses		8,170					6,748
4	Banking fees	100			101			13
5	Gifts & donations	0			1000			0
6	Insurance	6,100			6079			5248
7	Licenses	30			15			30
8	Lien Filing	600			1038			968
9	Rentals	400			630			135
10	Sanitation Bond Refunds	700			750			250
11	Taxes	240			241			106
12	Office Expenses		2,200			4089		2,420
13	Copying	750			1050			464
14	Postage	550			1395			544
15	Office Supplies	500			513			484
16	Misc. Expenses	100			40			390
17	Refreshments	300			329			263
18	Petty cash account	0			763			275
19	Professional Fees		16,700	10,700		17349		10,046
20	Accountant	100			95			85
21	Bookkeeper	3,000			3024			2796
22	Legal Council	1,100		1,900	2302			1126
26	Manager	0						0
27	Secretary	7,500			7503			5548
28	Professional fees	5,000						
29	Independent Contractors	4,000		8,000	3453			0
30	Treasurer	300		300	291			323
31	Web Site	700		500	681			168

GLASTONBURY LANDOWNERS ASSOCIATION, INC.
Proposed 2004 Budget Revised

Line No.	ITEM DESCRIPTION	Spent To Date	YEAR 2004		YEAR 2003 TOTALS		YEAR 2002 TOTALS	
			Subtotal	Total	Subtotals	Totals	Subtotals	Totals
32	Road Repairs & Maintenance	10,463	30,000	38,500	29,625	29,601	51,995	
33	Loan payment	7,536						
34	Road Maintenance	0	4,500	1,000	6,694	5,547		
35	Misc. Maintenance	0	2,700		2,552	3,205		
36	Misc. Supplies	0	300		62	871		
37	Weed control	0	1,500		4,080	1,471		
38	Road Grading	0	1,150		7,780	11,738		
39	Snow removal	2,564	2,850	2,650	8,210	5,110		
40	Snow Plowing	1,552	1,600	2,400	6,182	2,923		
41	Sanding	1,012	1,000		1,478			
42	Snow fences	0	0		0	193		
43	Materials, sand	0	250		550			
44	General Expenses	1,088		600		3,118	1,533	
45	Cleanup Day	0	0		900	450	743	
46	Equipment Repair & Maint.	1,600	300		700	1,769		
47	Miscellaneous	0	300		899	789		
48								
49	Misc. Projects	4,574		9,700	2,000	9,421	9,367	
50	Snow Plow	4,000	4,000		938			
51	Master Plan	0	3,700	1,000	100			
52	Legal fees	0	1,000					
53	Postage	0	750		800			
54	Copies	0	750		500			
55	Contractors	0	1,000	1,000				
56	Misc	0	200					
57	Guardrails	0	0	1,000	1,262			
58	Recreation Area	0	2,000		7,122			
	Net Income		0	24,800	(19,169)	(6,630)		

GLASTONBURY LANDOWNERS ASSOCIATION, INC.
Proposed 2005 Budget Revised

Line #	ITEM DESCRIPTION	YEAR 2005 PROPOSED			YEAR 2003 TOTALS			YEAR 2002 TOTALS		
		Subtotal	Total	Additional Needed	Subtotals	Totals	Notes	Subtotals	Totals	
32	Road Repairs & Maintenance		43,000	6,500		52,309			51,995	
33	Loan payment	30,000			29,625			29,601		
34	Road Maintenance	5,000		500	6,694			5,547		
35	Misc. Maintenance	2,700			2,552			3,205		
36	Misc. Supplies	300			62			871		
37	Weed control	2,000		500	4,080			1,471		
38	Road Grading	3,000		5,000	7,780			11,738		
39	Snow removal	5,000		1,000	8,210			5,110		
40	Snow Plowing	3,000		1,000	6,182			2,923		
41	Sanding	1,500			1,478					
42	Snow fences	0			0			193		
43	Materials, sand	500			550					
44	General Expenses		1,300	900		3,118			1,533	
45	Cleanup Day	0		900	450			743		
46	Equipment Repair & Maint.	1,000			1,769					
47	Miscellaneous	300			899			789		
48										
49	Misc. Projects		6,640	2,400		9,421		9,367	9,367	
50	Snow Plow				938					
51	Master Plan	3,200		1,400	100					
52	Legal fees	1,000								
53	Postage	500		200						
54	Copies	500		200						
55	Contractors	1,000		1,000						
56	Misc	200								
57	Guardrails	1,440		1,000				1,262		
58	Recreation Area	2,000						7,122		
	Net Income		50	16,100		(19,169)			(6,630)	

4/19/04 (3)

GLASTONBURY LANDOWNERS ASSOCIATION, INC.
Proposed 2005 Budget Revised

Line No.	ITEM DESCRIPTION	YEAR 2005 PROPOSED		Additional Needed	YEAR 2003 TOTALS		YEAR 2002 TOTALS	
		Subtotal	Total		Subtotals	Totals	Subtotals	Totals
1	Income		83,460					75,481
2	Expenses:		83,410					82,110
3	Business Expenses		8,170					6,748
4	Banking fees	100			101			13
5	Gifts & donations	0			1000			0
6	Insurance	6,100			6079			5248
7	Licenses	30			15			30
8	Lien Filing	600			1038			968
9	Rentals	400			630			135
10	Sanitation Bond Refunds	700			750			250
11	Taxes	240			241			106
12	Office Expenses		2,200			4089		2,420
13	Copying	750			1050			464
14	Postage	550			1395			544
15	Office Supplies	500			513			484
16	Misc. Expenses	100			40			390
17	Refreshments	300			329			263
18	Petty cash account	0			763			275
19	Professional Fees		22,100	6,300		17349		10,046
20	Accountant	100			95			85
21	Bookkeeper	3,000			3024			2796
22	Legal Counsel	1,700		1,300	2302			1126
26	Manager	0						0
27	Secretary	7,500			7503			5548
28	Professional fees	9,800						
29	Independent Contractors	8,000		5,000	3453			0
30	Treasurer	600			291			323
31	Web Site	1,200			681			168

2004-05-03_BDGN.pdf

**Glastonbury Landowners Association
Board of Directors Meeting Minutes**

May 3, 2004

CONFIDENTIAL – DO NOT COPY

1. Call to Order, Prayer

The meeting was called to order by David Tonkin at 7:17 p.m., at Golden Ratio Woodworks.

Philip gave the opening prayer.

PRESENT: David Tonkin (President), James Kozlik (Vice-President), Janet Naclerio (Secretary), Cynthia Blocker (Treasurer), Edward Anderson, Philip Hoag, Edwin Johnson, Orlando Johnson, Pamela May, Charlotte Mizzi and James Trisdale (JT)

ABSENT:

PROXIES:

ALSO ATTENDING: Denise Orr (GLA secretary)

2. Reading and Disposition of the Minutes

April 5, 2004 Meeting Minutes

MOTION: JT motioned and Pamela seconded to approve the April 5, 2004 meeting minutes as written. Motion carried.

November 15, 2003 Annual Meeting for Glastonbury Landowners

MOTION: Philip motioned and Charlotte seconded to approve the November 15, 2003 annual meeting minutes for Glastonbury Landowners as written. Motion carried.

3. General Business

3.1 Old Business

ACTION ITEM – 2004 Budget & Paving. Tabled.

ACTION ITEM – Send letter re: rabies shots for pets. Tabled.

4. Report of Officers and Committees

4.1 Treasurer's Report: Cynthia Dodge-Blocker, Treasurer

Cynthia distributed the "April 2004 Bank Transactions," "Balance Sheet As of April 30, 2004" and "Income and Expense Budget Overview; January through April 2004" to the Board for review.

4.1.1 Old Business. None.

ACTION ITEM – Send LaShomb letter to Denise. Tabled.

ACTION ITEM - Send copies of L. Ullrich correspondence to Denise. Tabled.

4.1.2 New Business. None.

4.2 Architecture Subcommittee Report: James Kozlik & Pamela May, Co-Chair

4.2.1 Old Business

ACTION ITEM – Status of Gelderloos shop construction. **Tabled.**

ACTION ITEM – Send approval notice to P. May and refund her \$250 sanitation bond. **Done.**

ACTION ITEM - Send final approval notice to Wallace (36-C/SG) and transfer sanitation bond to his new construction on 36-D/SG. **Done.**

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ACTION ITEM - Send preliminary approval notice of Wallace for 36-D/SG. **Done.**

Parcel 56 (NG), Kathleen Rakela - Sign Application. The Board discussed Kathleen's new letter, dated April 9, 2004 and sign application. The letter states: (1) The information that the GLA received from the sheriff's office concerning the vandalism of her statues as being a misdemeanor, etc., was inaccurate; (2) The crime was actually a felony which carries a 5-year statutes of limitation for the conviction and prosecution of the violator; and (3) A request that the GLA review her sign application again.

MOTION: Philip motioned and Pamela seconded to write to Kathleen Rakela asking her to provide a written statement from the sheriff's department that the vandalism is a felony and carries five-year statutes of limitation before the Board can act on her request. Motion carried.

AMENDMENT TO MOTION: Cynthia motioned and Charlotte seconded that our lawyer review the letter prior to sending it to Kathleen. Motion did not carry. (8-Not in favor; 2- In favor).

Parcel 97 & 98 (SG) Kathleen Ramp - Building Application for Commercial Development of 3 Houses, 8 Cabins and an Event Center. David noted that it appears that Kathleen Ramp's subdivision has not been approved by the county. Pamela will research again to see if the property was divided by family conveyance.

MOTION: Edwin motioned and Philip seconded to send a written response to Kathleen Ramp regarding her building application on Parcels 97 & 98 as follows: The GLA is in the process of reviewing your building application. Before completing our review, we will need documentation that division of property has occurred and has been approved by the County. CC to: Gerald Dubiel. Motion carried.

Parcel 22-E (SG), SG Teaching Center (Neil Kremer) – Meditation Building Application
The Board discussed that Neil needs to provide documentation that the building is approved by state and county for either private or public use.

MOTION: Pamela motioned and James seconded to approve the Parcel 22-E meditation building on the condition that Neil Kremer provides required approval from appropriate local or state agencies for the project, including electrical, water and sewer systems. Neil must also submit a drawing for the parking lot, which the GLA must review before approving. Motion carried

Parcel 26 (NG), Graafland – Subdivision Application for Final Approval

MOTION: Philip motioned and James seconded to grant final approval to P. Graafland's Parcel 26 (NG) Subdivision application. Motion carried.

County Commissioners/Subdivisions

The Board discussed the importance of having the County Commissioners agree that they will not approve a subdivision until the GLA has approved it. Philip volunteered to draft a letter to Ed Schilling and the County Commissioners regarding this procedure and follow up with a

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phone call to Ed. Letter should include a copy of Section IV, 9.01-9.05 of the Glastonbury Covenants.

Parcel 83 (SG) Everett Johnston – Letter of Application for Construction of Cabin

James presented Everett Johnston's letter application for constructing an 840 sf cabin. James indicated that he asked Everett to use GLA's application forms. The Board discussed the letter application and agreed that Everett would be required to: (1) Flag his property line between Parcel 83 and 84 (SG); (2) Submit to the GLA a plat map showing the location of the cabin and the driveway; and (3) Apply for use of the surface water per Section 5.11 of the Covenants. James will inform Everett of the above.

Everett Johnston's Gate on Hercules Road: It was reported that Johnston built a gate on Hercules Road without GLA authorization. The Board agreed that the GLA will write to Johnston stating: (1) The GLA is the only party authorized to put up gates on platted roads in Glastonbury; (2) The GLA would be open to allowing the gate to remain provided Everett submits an application for the gate to the GLA; otherwise it needs to be removed, and (3) The gate needs to remain open except during the normal hunting season, and it may not be locked at any time.

4.3 Road & Weed Committee Report: James Trisdale & Philip Hoag, Co-Chair

4.3.1 Old Business

ACTION ITEM – Caspari Way. Road Repairs: David reported that he spoke with Judith (from the Church) who stated the Church appears to be willing to remove the material sloughing on Caspari Road. David explained that the GLA had originally requested the Church's repairs should include installing a culvert. On further inspection, it was found that John Alexander's driveway was blocking runoff from flowing to an existing culvert. Therefore, it was agreed that Alexander is responsible to re-grade his driveway or install a culvert to solve the ponding issue.

Guardrails: David reported that Judith (from the Church) suggested that the landowners who use Caspari Road to get to their property should handle the guardrail expense. These landowners include the Church (2 parcels), Henry Lee and John Alexander. John Alexander will need to be approached concerning this matter.

ACTION ITEM – Send last year's weed spraying bill to county for refund. Tabled.

4.4 Complaint Committee Report: Charlotte Mizzi, Chair

4.4.1 Old Business.

ACTION ITEM – Status of Parcel 32 (NG) Ullrich. Tabled.

ACTION ITEM – Status of removing rock pile above culvert. Tabled.

ACTION ITEM – Status of Cleanup on Hansard property. Tabled.

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ACTION ITEM – Status of Nye’s dog complaint. Tabled.

ACTION ITEM – Find names and address of others needing dog letter. Tabled.

4.5 Land Use Master Plan Committee: Charlotte Mizzi, Chair and Orlando Johnson.

4.5.1 Old Business

ACTION ITEM – Determine the GLA board members who will attend each neighborhood meeting. (For detailed information regarding neighborhood meetings, see the April 26, 2004 Master Plan Neighborhood Meeting Announcement sent to all landowners attached.) The Board agreed that the following board members will attend the meetings.

Hosts for South Glastonbury

Area 1 – David
Area 2A – JT
Area 2B – Pamela & Orlando

Hosts for North Glastonbury

Area 1 – Charlotte, Edwin & Philip
Area 2 – James & Janet
Area 3 – Philip & Edward

Materials to Be Provided to Neighborhood Meeting Hosts

- (1) An agenda
- (2) Sign-in sheet
- (3) Poster board for notes
- (4) Maps of the neighborhood areas
- (5) List of subdivisions
- (6) List of parcels/names of owners for the host’s specific neighborhood
- (7) Current Master Plan (Rev. 3)

Neighborhood Meeting Agenda

- (1) Opening prayer
- (2) Hosts announces meeting will last 2 hours. (Host may decide, based on his/her and attendees’ timelines, if meeting will last longer.)
- (3) Personal introductions
- (4) Discuss desired modifications to density tables and record voting results
- (5) Discuss allowing triplexes & quadplexes on parcels contiguous to the village center land and record voting results.
- (6) Discuss additional issues that attendees decide upon as time allows. If additional issues come up that cannot be discussed, a list of these issues can be submitted to the GLA board.

ACTION ITEM - Subdivision and Reclamation Standards. Tabled.

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4.5.2 New Business.

David reported that Judith (from the Church) stated that the Church is not willing to pay the GLA the \$15,000 matching funds for the Master Plan. The agreement originally involved paying the GLA in matching funds. The Church *will* pay for Master Plan expenses when the GLA submits the appropriate receipts and documents.

David reported that Judith is willing to meet on May 17, 2004 with a couple of Board members to discuss what might be the Church's plan for the village centers. The Board suggested the GLA send a letter to Judith listing the issues to be discussed at the meeting and copying the Church's presidents. If it becomes apparent that there is no resolution on the more important items (E.g. mineral and water rights) the GLA Board may decide to address the Church Board directly concerning these issues. The agenda items to be discussed at the meeting would be:

- 1) The North Glastonbury and South Glastonbury Village Center Areas
- 2) Water Rights
- 3) Mineral Rights
- 4) Summit University College
- 5) Discuss and resolve past problems/misperceptions between the GLA and the Church

The GLA board also discussed researching whether GLA currently has title to all of Sirius Road. If GLA does not have title, this issue should be added to the agenda list for the above meeting.

4.6 Recreation Committee: Janet Naclerio, Chair; Edward Anderson, Kristen Hardesty

4.6.1 Old Business

ACTION ITEM - Status Report on legal formation of PVRC. Tabled.

ACTION ITEM – Filing Parcel 16-A as part of Glastonbury. Tabled.

4.7 Web Site Committee: Edward Anderson, Chair . No report

4.8 Clean-up Committee – No current Chair. No report

4.9 Ombudsman Report: Jeanne Campbell (SG) Richard Johnson(NG). No report

5. Other Business

ACTION ITEM – List of points to consider regarding shelter insurance. Tabled.

ACTION ITEM – Filing Resolution to include Parcels 23-A (SG) & 14-A (NG) in Glastonbury. Tabled

6. Next Meeting and Adjournment

The meeting was adjourned at 10 p.m. with no further business. The next meeting will be held on June 7, 2004 at Golden Ratio Woodworks Cafeteria, 7 p.m.

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NEW ACTION ITEMS:

- AR050504.1 Denise to send letter to Kathleen Rakela re: sign application. **Done.**
- AR050504.2 Pamela to research Ramp division of property to determine if it's a family conveyance. **Done.**
- AR050504.3 Denise to send letter to K. Ramp re: building application for 97 & 98 (SG). **Done.**
- AR050504.5 Pamela to speak to N. Kremer re: Parcel 22-E (SG) Meditation Building application. **Done.**
- AR050504.6 Denise to send letter to N. Kremer re: Parcel 22-E (SG) Meditation Building application. **Done.**
- AR050504.7 Denise to send final approval to Graafland re: Parcel 26 (NG) subdivision application. **Done.**
- AR050504.8 Philip to draft letter to Ed Schilling and the County Commissioners re: GLA subdivision approval policy and send to David and Denise.
- AR050504.9 Philip to call Ed Schilling after letter to County Commissioners re: GLA subdivision approval policy has been sent.
- AR050504.10 James to contact E. Johnston re: building application on Parcel 83 (SG). **Done.**
- AR050504.11 Denise to send letter to E. Johnston re: building application on Parcel 83 (SG).
- AR050504.12 Denise to draft letter to E. Johnston re: gate on Hercules Road. **Done.**
- MP050504.1 David/Denise: Draft, xerox and deliver meeting materials to neighborhood hosts. **Done.**
- MP050405.2 David to send letter to Judith re: agenda for meeting with her on May 17.
- MP050405.3 Pamela to research if the GLA has the title to or an easement on Sirius Way

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Glastonbury Landowners Association, Inc.
Board of Directors Meeting Agenda
May 3, 2004

1. **Call to Order, Opening Prayer**
2. **Reading and Disposition of Minutes**
April 5, 2004 Minutes
November 2003 Annual Mtg Minutes
3. **General Business**
 - 3.1 **Old Business**
ACTION ITEM - 2004 Budget & Paving
ACTION ITEM - [Denise] Send letter re. rabies shots for pets
4. **Report of Officers and Committees**
 - 4.1. **Treasurer's Report** – Cynthia Dodge-Blocker, Treasurer
 - 4.1.1. **Old Business**
ACTION ITEM – Send LaShomb ltr to Denise
ACTION ITEM – Send copies of L. Ullrich correspondence to Denise
 - 4.1.2. **New Business**
 - 4.2. **Architecture Subcommittee Report** – Jim Kozlik and Pamela May, Co-chairs
 - 4.2.1. **Old Business**
ACTION ITEM – [James] Status of Gelderloos shop construction
ACTION ITEM – [Denise/Cynthia] Send approval notice to May and refund her \$250 sanitation bond
ACTION ITEM – [Denise/Cynthia] Send final approval notice to Wallace (36-C SG) & transfer sanitation bond to his new construction on 36-D SG
ACTION ITEM – [Denise] Send preliminary approval notice to Wallace for 36-D SG
 - 4.2.2. **New Business**
Parcel 56 NG, Rakela – Sign application
Parcel 97 & 98 SG, Kathleen Ramp – Building application
Parcel 22-E SG, SGTC – Building application
Parcel 26 NG, Graffland - Subdivision
 - 4.3. **Road & Weed Committee Report** – Philip Hoag and JT Trisdale, Co-Chair
 - 4.3.1. **Old Business**
ACTION ITEM – [David] Caspri Way
ACTION ITEM – [Cynthia] Send last years weed spraying bill to county for refund
 - 4.3.2. **New Business**
 - 4.4. **Complaint Committee Report** – Charlotte Mizzi – Chair
 - 4.4.1. **Old Business**
ACTION ITEM – [David] Status of Parcel 32 (NG) Ulrich
ACTION ITEM – [David] Status of removing rock pile above culvert
ACTION ITEM – [David] Status of Cleanup on Hansard property

Glastonbury Landowners Association, Inc.
Board of Directors Meeting Agenda
May 3, 2004

ACTION ITEM – *[David]* Status of Nye's dog compliant
ACTION ITEM – *[David]* Find names and address of others needing dog letter

4.4.2. New Business

4.5. Land Use Master Plan Committee Report – Charlotte Mizzi, Chair

4.5.1. Old Business

ACTION ITEM – Determine Board Member attending each Neighborhood

ACTION ITEM – Subdivision and Reclamation Standards

4.5.2. New Business

4.6. Recreation Committee Report – Janet Naclerio – Chair

4.6.1. Old Business

ACTION ITEM – Status Report on legal formation of PVRC

ACTION ITEM – *[Janet]* Filing Parcel 16A as part of Glastonbury

4.6.2. New Business

4.7. Web Site Committee Report - Edward Anderson, Chair

4.7.1. Old Business

ACTION ITEM – Sending letters to Realtors *[Denise]*

4.7.2. New Business

4.8. Clean-up Committee Report –, Chair

4.9. Ombudsman Report – Jeanie Campbell (SG) & Richard Johnson (NG)

5. Other Business

5.1. Shelter Insurance *[Orlando]*

ACTION ITEM – List of point to consider regarding shelter insurance *[Orlando & Philip]*

ACTION ITEM – Filing Resolution to include parcels 23-A SG & 14-A NG in Glastonbury

6. Next Meeting and Adjournment

05/03/04

Glastonbury Landowners Association, Inc.
Balance Sheet
 As of April 30, 2004

	<u>Apr 30, '04</u>
ASSETS	
Current Assets	
Checking/Savings	
1st National Bank Checking	14,007.14
1st National Bank Savings	<u>7,714.10</u>
Total Checking/Savings	21,721.24
Accounts Receivable	
Accounts Receivable	<u>91,840.01</u>
Total Accounts Receivable	91,840.01
Other Current Assets	
Undeposited Funds	<u>-573.50</u>
Total Other Current Assets	<u>-573.50</u>
Total Current Assets	112,987.75
Fixed Assets	
Paved Roads	<u>1.00</u>
Total Fixed Assets	<u>1.00</u>
TOTAL ASSETS	<u>112,988.75</u>
LIABILITIES & EQUITY	
Liabilities	
Long Term Liabilities	
Road Pavement Loan	<u>244,312.31</u>
Total Long Term Liabilities	<u>244,312.31</u>
Total Liabilities	244,312.31
Equity	
Beginning Balance	11,816.51
Opening Bal Equity	-244,401.10
Retained Earnings	55,040.66
Net Income	<u>46,220.37</u>
Total Equity	<u>-131,323.56</u>
TOTAL LIABILITIES & EQUITY	<u>112,988.75</u>

05/03/04

Glastonbury Landowners Association, Inc.
Income & Expense Budget Overview
 January through April 2004

	Jan - Apr '04	Budget	\$ Over Budget
Income			
1. General Income			
1. Church, for Road Paving Loan	581.26		
2. Interest Income	15.45		
4. Sanitation Bond Account	500.00		
1. General Income - Other	0.00	25,290.00	-25,290.00
Total 1. General Income	1,096.71	25,290.00	-24,193.29
2. Assessments			
02. Dwelling Assessment 1998	120.00		
03. Dwelling Assessment 1999	120.00		
04. Dwelling Assessment 2000	150.00		
05. Dwelling Assessment 2001	140.00		
06. Dwelling Assessment 2002	355.00		
07. Dwelling Assessment 2003	671.90		
08. Dwelling Assessment 2004	12,651.03		
10. Land Assessment 1998	120.00		
11. Land Assessment 1999	120.00		
12. Land Assessment 2000	150.00		
13. Land Assessment 2001	140.00		
14. Land Assessment 2002	475.00		
15. Land Assessment 2003	971.90		
16. Land Assessment 2004	21,440.41		
2. Assessments - Other	120.00		
Total 2. Assessments	37,745.24		
3. Late Fees/Finance Charges			
1. Finance Charges	211.00		
2. Five Percent Penalty	46.50		
Total 3. Late Fees/Finance Charges	257.50		
Total Income	39,099.45	25,290.00	13,809.45
Expense			
A. Business Expenses			
1. Banking Fees	25.00		
3. Licenses	15.00		
5. Rentals	115.00		
6. Sanitation Bond Refunds	250.00		
7. Taxes	50.00		
8. Refund on Overpayment	380.00		
A. Business Expenses - Other	0.00	2,723.32	-2,723.32
Total A. Business Expenses	835.00	2,723.32	-1,888.32
B. Office Expense			
1. Copying	712.27		
2. Postage	787.81		
3. Office Supplies	109.94		
4. Misc. Expenses	220.26		
5. Refreshments	234.06		
B. Office Expense - Other	0.00	733.32	-733.32
Total B. Office Expense	2,064.34	733.32	1,331.02
C. Professional Fees			
1. Accountant	105.00		
2. Bookkeeper	1,533.00		
3. Legal Council			
3.1 PVRC	1,627.00		
3.2 48 NG Lawsuit	176.90		
3. Legal Council - Other	953.35		
Total 3. Legal Council	2,757.25		
4. Professional Fees	3,580.37		
5. Secretarial	2,778.00		
6. Treasurer	480.00		
7. Web Site	1,308.40		
C. Professional Fees - Other	0.00	5,566.64	-5,566.64
Total C. Professional Fees	12,542.02	5,566.64	6,975.38
D. Road Repairs & Maintenance			
1. Loan Payment	7,556.32		
2. Road Maint.	282.50		
4. Snow Removal			
4.1. Snow Plowing	1,552.50		
4.2. Sanding	1,012.00		
Total 4. Snow Removal	2,564.50		
D. Road Repairs & Maintenance - Other	0.00	12,833.32	-12,833.32

05/03/04

Glastonbury Landowners Association, Inc.
Income & Expense Budget Overview
 January through April 2004

	<u>Jan - Apr '04</u>	<u>Budget</u>	<u>\$ Over Budget</u>
Total D. Road Repairs & Maintenance	10,403.32	12,833.32	-2,430.00
E. General Expenses			
2. Equipment Repair & Maint.	120.00		
3. Miscellaneous	48.00		
E. General Expenses - Other	0.00	<u>200.00</u>	<u>-200.00</u>
Total E. General Expenses	168.00	200.00	-32.00
F. Misc. Projects			
1. Snow Plow/Sander Truck	4,075.44		
2. Master Plan			
2.3 Copies	45.96		
2.4 Contractors	246.00		
2. Master Plan - Other	24.00		
Total 2. Master Plan	315.96		
4. Recreation Area	79.74		
F. Misc. Projects - Other	0.00	<u>3,233.32</u>	<u>-3,233.32</u>
Total F. Misc. Projects	4,471.14	3,233.32	1,237.82
H. Discount	435.21		
Total Expense	<u>30,919.03</u>	<u>25,289.92</u>	<u>5,629.11</u>
Net Income	<u>8,180.42</u>	<u>0.08</u>	<u>8,180.34</u>

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**Glastonbury Landowners Association
Board of Directors Meeting Minutes**

June 7, 2004

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1. Call to Order, Prayer

The meeting was called to order by David Tonkin at 7:20 p.m., at Golden Ratio Woodworks. Charlotte gave the opening prayer.

PRESENT: David Tonkin (President), James Kozlik (Vice-President), , Edward Anderson, Philip Hoag, Edwin Johnson, Orlando Johnson, Pamela May, Charlotte Mizzi and James Trisdale (JT)

ABSENT: Janet Naclerio (Secretary), Cynthia Blocker (Treasurer)

PROXIES: Janet Naclerio (Secretary) to James Kozlik

ALSO ATTENDING: Denise Orr (GLA secretary), Ronda Alexander (landowner)

2. Reading and Disposition of the Minutes General Business

May 3, 2004 Minutes

MOTION: Edward Anderson motioned and Edwin Johnson seconded to approve The May 3, 2004 meeting minutes Motion carried.

April 19, 2004 Budget Meeting Minutes

MOTION: Charlotte Mizzi motioned and Edward Anderson seconded to approve the April 19, 2004 meeting minutes. Motion carried.

3. General Business

3.1 Old Business

ACTION ITEM - 2004 Budget & Paving, Tabled.

ACTION ITEM – Draft letter re. rabies shots for pets. Done.

ACTION ITEM – [David] Status of mtg w/ Judith Filbert. Tabled.

ACTION ITEM – [Pamela] Status of research on ownership of Sirius Way. Tabled.

3.2 New Business

Contractor Waiver Policy and Family Conveyances

David reported that some landowners have received inaccurate information from Board members concerning GLA policies, specifically related to the contractors waiver policy and family conveyances. He clarified that when a landowner receives a contractor's waiver, he/she is not eligible to receive the votes that would represent the parcels for which assessment waivers have been granted. Re: the family conveyance issue: State has a regulation that any parcel of 160 acres or less can be conveyed to family members. Park County requires family members to sign affidavits which state that they won't sell their properties for two years. David urged the Board to study the Covenants, and if ever they are not 100% certain about a policy, to research it before offering a definitive statement.

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June 7, 2004

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David also reported that Section 9.01 of the GLA Covenants states that “conveyances” must be reviewed and approved by the GLA Board.

4. Report of Officers and Committees

4.1 Treasurer’s Report: Cynthia Dodge-Blocker, Treasurer

On behalf of Cynthia, Pamela passed out the “May 2004 Bank Transactions for 2004” and “2004 List of Delinquent Accounts-GLA.” Pamela explained that Clare was unable to submit “Balance Sheet As of May 30, 2004” and “Income and Expense Budget Overview January through May 2004” due to personal emergencies; Clare will forward these to David, Cynthia and Denise in near future.

4.1.1 Old Business

ACTION ITEM – Send LaShomb ltr to Denise. Done.

ACTION ITEM – Send copies of L. Ullrich correspondence to Denise. Done.

4.1.2 New Business. None.

4.2 Architecture Subcommittee Report: James Kozlik & Pamela May, Co-Chair

4.2.1 Old Business

ACTION ITEM – Status of Parcel 33-A/ Paul Gelderloos’ Shop Construction. The Board discussed that the shop is completed, but it appears as though an apartment may be being added to the shop . This apartment addition to the Gelderloos garage has not been approved by the GLA and an application needs to be submitted.

MOTION: James Kozlik motioned and James Trisdale seconded to send Gelderloos a letter that states if he plans to construct an additional apartment or extension to his shop, he will need to submit an application that is approved by the GLA Board before proceeding with the construction. Motion carried.

ACTION ITEM – Send letter to Rakela re: Sign on 56 NG. Done.

ACTION ITEM – Send approval notice to Neil Kremer (22-E SG). Done.

David reported that Neil gave him a building permit from the State that approved his project. James reviewed this permit and pointed out that it is only a building permit and that it states that Neil is not in compliance with electrical permits, etc.

MOTION: Philip motioned and JT seconded to grant approval on the construction of the meditation center on 22-E on the conditions that: (1) He submits parking lot plans; and (2) If, in the future, he decides to put in an electrical or septic system, he needs to submit the proper permits from the County and/or State to the GLA Board for approval. Motion carried.

ACTION ITEM – Send final approval notice to Graffland for 26 NG. Done.

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Board of Directors Meeting Minutes

June 7, 2004

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ACTION ITEM – Parcel 97 & 98 (SG)/ Kathleen Ramp Building Application for Commercial Development of 3 Houses, 8 Cabins and an Event Center. Pamela acquired “Fire Protection Guidelines for Wildland Residential Interface Development” (July 1993) as research for standards of approval for the Ramp building application in High South. She distributed to the Board a list of questions that the Board may wish to ask Ramp regarding her project. The Board reviewed the list and agreed to send a follow up letter to Ramp.

MOTION: Charlotte motioned and Edwin Johnson seconded to send a letter to Kathleen Ramp which states (1) No construction work on her application for Parcel’s 97 & 98 can commence until she submits final subdivision application and receives GLA Board approval of that application; (2) The owner who holds title to a lot must submit a separate application for each construction project on his/her lot and must specify whether the project will be for commercial or residential use and include details concerning this use; and

(3) Include the “Fire Protection Guidelines for Wildland Residential Interface Development” document so that Ramp will be aware of the State’s guidelines. Motion carried.

ACTION ITEM –Parcel 83 (SG)/Everett Johnston Cottage Application. David reported that Everett had told him he was withdrawing his application and James reported that Everett was changing the location of his construction.

MOTION: Edward motioned and Pamela seconded to send a letter to Everett informing him that he will need to complete and submit a new application for his new project site. Motion carried.

ACTION ITEM: Parcel 37 (NG)/Randolph Mack-Missing Project Application Forms. James reported that he contacted Randolph last year and gave him project application forms and requested that he submit completed forms for Randolph’s newly constructed building on his property. As of this date, the GLA has not received completed forms for Randolph’s new building.

MOTION: James Kozlik motioned and James Trisdale seconded that a letter be sent to Randolph Mack asking him to complete the project application forms that James Kozlik gave to him for the new building on Parcel 37 (NG). Motion carried.

ACTION ITEM – Draft & send letter regarding gate across Hercules to Johnston. **Done.**

ACTION ITEM – Draft letter to County re. subdivision approval. **Done.** David read draft to the Board who agreed that the letter could be sent to the County Planner, Planning Board and Commissioners.

4.2.1 New Business

Parcel 45 (NG)/Lorraine Bodeaux: James reported that Lorraine submitted a subdivision

**Glastonbury Landowners Association
Board of Directors Meeting Minutes**

June 7, 2004

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application to him today (signed only by Lorraine) and then retracted it. Lorraine is a tenant in common of the property and her survey has never been registered.

MOTION: Charlotte Mizzi motioned and Edwin Johnson seconded to inform Lorraine Bodeaux that: (1) She and the joint owners of her parcel need to come into agreement and submit a subdivision application for the parcel

Parcel 92 (SG)/James & Marie Kelly Building application.

James Kozlik reported that he visited the Kelley's construction site. The Board discussed items that were missing from the Kelley's application.

MOTION: Philip Hoag motioned and James seconded to give the Architectural Committee the authority to approve Kelly's construction application provided he submits a topographical site plan which shows setbacks, electrical & septic systems, wells, the distance between the septic system and well, the drain field, the driveway, the easements and boundaries. Additional conditions for approval include: electrical and septic system permits are obtained, the disturbed land must be seeded after construction and the \$250.00 Sanitation Bond must be submitted to the GLA. Motion carried.

Parcel 53 (SG)/Craig K. Lannes Garage Construction.

The Board discussed that a garage being constructed on parcel 53 SG. Pamela agreed to put up a "Stop Construction" sign on the home and to research who the owner might be.

4.3 Road & Weed Committee Report: James Trisdale & Philip Hoag, Co-Chair

4.3.1 Old Business

ACTION ITEM – Caspari Way Guardrails: David reviewed that the Church is unwilling to pay for the entire expense for guardrail construction and is proposing that the landowners on Caspari Way share the expense. The Church (who owns two parcels) and Henry Lee (who owns one parcel) have agreed to share the expense. Ronda Alexander (who shares ownership on the fourth parcel with her husband, John) stated that she and her husband have not been approached about this expense. She indicated that she and John would not agree to help pay for the guardrails and explained that they are in the process of negotiating with the Church regarding an exchange of their property for assistance in clean up of their property.

ACTION ITEM – [James] Send last years weed spraying bill to county for refund. Tabled.

4.3.1 New Business

4.4 Complaint Committee Report: Charlotte Mizzi, Chair

4.4.1 Old Business

ACTION ITEM – Status of Parcel 32 (NG)/Kathleen Ulrich. David reported that Kathleen has not submitted a clean-up plan and that he is in the process of trying to assist her by developing a plan for her to sign and submit to the board that will include a timeline and a clause giving the

**Glastonbury Landowners Association
Board of Directors Meeting Minutes**

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GLA the legal authority to proceed with the cleanup if the timeline isn't met. Philip will have our attorney review the wording giving the GLA legal authority to cleanup the property if Kathleen does not complete it by the date in the clean-up plan.

Edward reported that Daniel Woodriff's clean-up has been progressing; he has been steadily taking down his tents and removing his debris.

ACTION ITEM – [David] Status of removing rock pile above culvert. Tabled.

ACTION ITEM – Status of Cleanup on Donald Hansard property. Philip reported that Hansard's phone has been disconnected. Denise reported that Hansard's address has changed as well and she will research new phone number for Philip.

ACTION ITEM – [David] Status of Nye's dog complaint. Tabled

ACTION ITEM – [David] Find names and address of others needing dog letter. Tabled.

ACTION ITEM – Removal of Jerome Tweedy Bus: Jerome has not removed his bus as he had agreed to do. Board discussed steps that must be taken to facilitate its removal.

MOTION: Charlotte motioned and James Trisdale seconded to send Jerome Tweedy a notice to remove his bus within 10 days or GLA will have it removed by the Sheriff's Department. In addition, Jerome will be charged for any expense that the GLA might incur through this action. Motion carried.

ACTION ITEM: Removal of Paul Rantallo's Trailer. The GLA received a letter from Paul Rantallo, dated May 9, 2004, stating that his trailer will be removed in June 2004. (letter attached)

MOTION: Philip motioned and James Trisdale seconded to send Paul Rantallo a response to his May 9, 2004 letter which states that the GLA Board expects his trailer to be removed by June 30, 2004 or it will have to proceed with legal action. Motion carried.

4.4.2 New Business

Revisit Dog Issue from March Mtg. Tabled.

4.5 Land Use Master Plan Committee: Charlotte Mizzi, Chair and Orlando Johnson.

4.5.1 Old Business

ACTION ITEM – Review results of Neighborhood meetings. Representative from some of the meetings gave brief reports. Approved minutes from the meeting were requested from each meeting host.

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[I suggest that we not include these reports as the meeting minutes for each meeting will more completely cover what was stated in each meeting and because these do not represent decisions by the board.] Definition of Cottage Industry, etc. Pamela May presented from her researched definitions for cottage industry and light manufacturing .

ACTION ITEM – Subdivision and Reclamation Standards. Tabled.

4.5.2 New Business.

Newsletter: Ronda and another landowner are interested in putting together a community newsletter that can be periodically sent to Glastonbury landowners. The Board expressed interest and requested Ronda send them a proposal about the newsletter.

4.6 Recreation Committee: Janet Naclerio, Chair; Edward Anderson, Kristen Hardesty

4.6.1 Old Business

ACTION ITEM – Status Report on ability to become a charitable organization. Tabled.

ACTION ITEM – Status of legal formation of PVRC. Tabled.

ACTION ITEM – *[Janet]* Filing Parcel 16A as part of Glastonbury. Tabled.

4.6.2 New Business. None.

4.7 Web Site Committee: Edward Anderson, Chair

4.7.1 Old Business. None.

4.7.2 New Business. None.

4.8 Clean-up Committee: .

4.8.1 Old Business. None.

4.8.2 New Business. None.

4.9 Ombudsman Report: Jeanne Campbell (SG) Richard Johnson (NG)

4.9.1 Old Business. None.

4.9.2 New Business. None.

5. Other Business

5.1 Shelter Insurance [Orlando]

ACTION ITEM – *[Orlando & Philip]* List of points to consider regarding shelter insurance. Tabled.

ACTION ITEM – Filing Resolution to include parcels 23-A SG & 14-A NG in Glastonbury. Tabled.

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6. Next Meeting and Adjournment

The meeting was adjourned at 10 p.m. with no further business. The next meeting will be held July 12, 2004 at Golden Ratio Woodworks Cafeteria, 7 p.m.

NEW ACTION ITEMS:

- TR060704 Pamela to ask Clare to forward copies of Income and Expense Budget Overview January through May 2004” to Cynthia, Denise and David. **Done.**
- GB060704.1 David review draft letter re. rabies shots for pets. **Done**
- AR060704.1 Denise send application letter to Paul Gelderloos. Cancelled based on GLA receiving application from Gelderloos.
- AR060704.2 Denise to send Board’s message to Kathleen Ramp; include Fire Protection document. **Done.**
- AR060704.3 Denise to xerox “Fire Protection Guidelines for Wildland Residential Interface Development” (July 1993) and send to each Board member to review. **Done.**
- AR060704.4 Architectural Committee to review “Fire Protection Guidelines for Wildland Residential Interface Development” (July 1993) and to propose what guidelines might be incorporated into our standards.
- AR060704.5 Denise send message to Everett Johnston re: building application. **Done.**
- AR060704.6 James Kozlik to put up a stop construction sign on Everett Johnston’s property. **Done.**
- AR060704.7 Send letter & application forms to Randolph Mack. **Done.**
- AR060704.8 Denise to send Neil Kremer project approval. **Done.**
- AR060704.9 Contact Lorraine Bodeaux. **Done.**
- AR060704.10 Denise to send message to James & Marie Kelly re: application for Parcel 92 (SG). **Done**
- AR060704.11 Pamela to put up “Stop Construction” sign on Parcel 53 (SG). **Done.**
- CP060704.1 David to give Philip draft of Kathleen Ulrich clean-up plan. **Done**

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- CP060704.2 Philip to consult attorney regarding wording in Kathleen Ulrich clean-up plan. **Done**
- CP060704.3 Denise to research Hansard's new phone number.
- CP060704.4 Send Jerome Tweedy notice letter. **Done.**
- CP060704.5 Send Paul Rantallo notice letter. **Done.**
- MP060704.1 Get approved meeting minutes for each neighborhood meeting.

- MP060704.2 Pamela to send David and Denise original documentation of cottage industry information. **Done**

- MP060704.3 Master Plan Committee to review Pamela's definitions of cottage industries, etc. and recommend to Board any changes that should be included in the Master Plan.

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Glastonbury Landowners Association, Inc.
Board of Directors Meeting Agenda
June 7, 2004

1. **Call to Order, Opening Prayer**
2. **Reading and Disposition of Minutes**
 - May 3, 2004 Minutes
 - April 19, 2004 Budget Meeting Minutes
3. **General Business**
 - 3.1 **Old Business**
 - ACTION ITEM - 2004 Budget & Paving
 - ACTION ITEM – [Denise] Draft letter re. rabies shots for pets
 - ACTION ITEM – [David] Status of mtg w/ Judith Filbert
 - ACTION ITEM – [Pamela] Status of research on ownership of Sirius Way
4. **Report of Officers and Committees**
 - 4.1. **Treasurer's Report** – Cynthia Dodge-Blocker, Treasurer
 - 4.1.1. **Old Business**
 - ACTION ITEM – Send LaShomb ltr to Denise
 - ACTION ITEM – Send copies of L. Ullrich correspondence to Denise
 - 4.1.2. **New Business**
 - 4.2. **Architecture Subcommittee Report** – Jim Kozlik and Pamela May, Co-chairs
 - 4.2.1. **Old Business**
 - ACTION ITEM – [James] Status of Gelderloos shop construction
 - ACTION ITEM – [Denise] Send letter to Rakela for 56 NG
 - ACTION ITEM – [Denise/Pamela] Send final approval notice to Kramer (22-E SG)
 - ACTION ITEM – [Denise] Send final approval notice to Graffland for 26 NG
 - ACTION ITEM – [James/Pamela] Ramp Building application
 - ACTION ITEM – [James] Johnston Building application
 - ACTION ITEM – [Denise] Draft letter regarding gate across Hercules to Johnston
 - ACTION ITEM – [Philip] Draft letter to County re. subdivision approval
 - 4.2.2. **New Business**
 - 4.3. **Road & Weed Committee Report** – Philip Hoag and JT Trisdale, Co-Chair
 - 4.3.1. **Old Business**
 - ACTION ITEM – [David] Caspri Way
 - ACTION ITEM – [James] Send last years weed spraying bill to county for refund
 - 4.3.2. **New Business**

Glastonbury Landowners Association, Inc.
Board of Directors Meeting Agenda
June 7, 2004

- 4.4. **Complaint Committee Report** – Charlotte Mizzi – Chair
 - 4.4.1. **Old Business**
 - ACTION ITEM – *[David]* Status of Parcel 32 (NG) Ulrich
 - ACTION ITEM – *[David]* Status of removing rock pile above culvert
 - ACTION ITEM – *[David]* Status of Cleanup on Hansard property
 - ACTION ITEM – *[David]* Status of Nye's dog complaint
 - ACTION ITEM – *[David]* Find names and address of others needing dog letter
 - 4.4.2. **New Business**
 - Revisit Dog Issue from March Mtg
- 4.5. **Land Use Master Plan Committee Report** – Charlotte Mizzi, Chair
 - 4.5.1. **Old Business**
 - ACTION ITEM – Review results of Neighborhood mtgs
 - ACTION ITEM – Subdivision and Reclamation Standards
 - 4.5.2. **New Business**
- 4.6. **Recreation Committee Report** – Janet Naclerio – Chair
 - 4.6.1. **Old Business**
 - ACTION ITEM – Status Report on ability to become a charity organization
 - ACTION ITEM – Status of legal formation of PVRC
 - ACTION ITEM – *[Janet]* Filing Parcel 16A as part of Glastonbury
 - 4.6.2. **New Business**
- 4.7. **Web Site Committee Report** - Edward Anderson, Chair
 - 4.7.1. **Old Business**
 - ACTION ITEM – Sending letters to Realtors *[Denise]*
 - 4.7.2. **New Business**
- 4.8. **Clean-up Committee Report** –, Chair
- 4.9. **Ombudsman Report** – Jeanie Campbell (SG) & Richard Johnson (NG)
- 5. **Other Business**
 - 5.1. **Shelter Insurance** *[Orlando]*
 - ACTION ITEM – List of point to consider regarding shelter insurance *[Orlando & Philip]*
 - ACTION ITEM – Filing Resolution to include parcels 23-A SG & 14-A NG in Glastonbury
- 6. **Next Meeting and Adjournment**

7/12/04
Updated

Glastonbury Landowners Association, Inc.
Balance Sheet
As of May 30, 2004

06/18/04

	<u>May 30, '04</u>
ASSETS	
Current Assets	
Checking/Savings	
1st National Bank Checking	16,150.08
1st National Bank Savings	<u>7,717.35</u>
Total Checking/Savings	23,867.43
Accounts Receivable	
Accounts Receivable	<u>84,125.12</u>
Total Accounts Receivable	84,125.12
Other Current Assets	
Undeposited Funds	<u>-573.50</u>
Total Other Current Assets	<u>-573.50</u>
Total Current Assets	107,419.05
Fixed Assets	
Paved Roads	<u>1.00</u>
Total Fixed Assets	<u>1.00</u>
TOTAL ASSETS	<u>107,420.05</u>
LIABILITIES & EQUITY	
Liabilities	
Long Term Liabilities	
Road Pavement Loan	<u>244,312.31</u>
Total Long Term Liabilities	<u>244,312.31</u>
Total Liabilities	244,312.31
Equity	
Beginning Balance	11,816.51
Opening Bal Equity	-244,401.10
Retained Earnings	55,400.66
Net Income	<u>40,291.67</u>
Total Equity	<u>-136,892.26</u>
TOTAL LIABILITIES & EQUITY	<u>107,420.05</u>

06/18/04

7/12 updated

Glastonbury Landowners Association, Inc.
Income & Expense Budget Overview
 January 1 through May 30, 2004

	Jan 1 - May 30, '04	Budget	\$ Over Budget
Income			
1. General Income			
1. Church, for Road Paving Loan	581.26		
2. Interest Income	18.70		
4. Sanitation Bond Account	750.00		
1. General Income - Other	110.00	31,408.55	-31,298.55
Total 1. General Income	<u>1,459.96</u>	<u>31,408.55</u>	<u>-29,948.59</u>
2. Assessments			
02. Dwelling Assessment 1998	120.00		
03. Dwelling Assessment 1999	120.00		
04. Dwelling Assessment 2000	180.00		
05. Dwelling Assessment 2001	140.00		
06. Dwelling Assessment 2002	366.29		
07. Dwelling Assessment 2003	913.25		
08. Dwelling Assessment 2004	13,815.38		
09. Golden Age Village Assess	5,880.00		
10. Land Assessment 1998	120.00		
11. Land Assessment 1999	120.00		
12. Land Assessment 2000	180.00		
13. Land Assessment 2001	140.00		
14. Land Assessment 2002	486.30		
15. Land Assessment 2003	1,213.26		
16. Land Assessment 2004	24,858.55		
2. Assessments - Other	120.00		
Total 2. Assessments	<u>48,773.03</u>		
3. Late Fees/Finance Charges			
1. Finance Charges	211.90		
2. Five Percent Penalty	46.50		
Total 3. Late Fees/Finance Charges	<u>258.40</u>		
Total Income	<u>50,491.39</u>	<u>31,408.55</u>	<u>19,082.84</u>
Expense			
A. Business Expenses			
1. Banking Fees	25.00		
3. Licenses	15.00		
5. Rentals	115.00		
6. Sanitation Bond Refunds	250.00		
7. Taxes	50.00		
8. Refund on Overpayment	380.00		
A. Business Expenses - Other	0.00	3,382.19	-3,382.19
Total A. Business Expenses	<u>835.00</u>	<u>3,382.19</u>	<u>-2,547.19</u>
B. Office Expense			
1. Copying	741.42		
2. Postage	787.81		
3. Office Supplies	109.94		
4. Misc. Expenses	220.26		
5. Refreshments	234.06		
B. Office Expense - Other	0.00	910.74	-910.74
Total B. Office Expense	<u>2,093.49</u>	<u>910.74</u>	<u>1,182.75</u>
C. Professional Fees			
1. Accountant	105.00		
2. Bookkeeper	1,533.00		
3. Legal Council			
3.1 PVRC	1,627.00		
3.2 48 NG Lawsuit	176.90		
3. Legal Council - Other	953.35		
Total 3. Legal Council	<u>2,757.25</u>		
4. Professional Fees	4,252.37		
5. Secretarial	3,222.00		
6. Treasurer	648.00		
7. Web Site	1,308.40		
C. Professional Fees - Other	0.00	6,913.41	-6,913.41
Total C. Professional Fees	<u>13,826.02</u>	<u>6,913.41</u>	<u>6,912.61</u>
D. Road Repairs & Maintenance			
1. Loan Payment	15,112.64		
2. Road Maint.	282.50		
4. Snow Removal			
4.1. Snow Plowing	1,552.50		
4.2. Sanding	1,012.00		
Total 4. Snow Removal	<u>2,564.50</u>		
D. Road Repairs & Maintenance - Other	0.00	15,938.16	-15,938.16

06/18/04

Glastonbury Landowners Association, Inc.
Income & Expense Budget Overview
 January 1 through May 30, 2004

	Jan 1 - May 30, '04	Budget	\$ Over Budget
Total D. Road Repairs & Maintenance	17,959.64	15,938.16	2,021.48
E. General Expenses			
2. Equipment Repair & Maint.	120.00		
3. Miscellaneous	164.00		
E. General Expenses - Other	0.00	248.39	-248.39
Total E. General Expenses	284.00	248.39	3561
F. Misc. Projects			
1. Snow Plow/Sander Truck	4,075.44		
2. Master Plan			
2.3 Copies	45.96		
2.4 Contractors	276.00		
2. Master Plan - Other	148.00		
Total 2. Master Plan	469.96		
4. Recreation Area	123.73		
F. Misc. Projects - Other	0.00	4,015.57	-4,015.57
Total F. Misc. Projects	4,669.13	4,015.57	65356
H. Discount	437.50		
Total Expense	40,104.78	31,408.46	8,696.32
Net Income	10,386.61	0.09	10,386.52

2004 List of Delinquent Accounts-GLA

Reminder letters sent to all on 5/25/04-must call for a payment plan to be mailed to them.									
Name	Parcel Number	Delinquent Amount	Current Amount Due	Total amount due	Paid in full	Signed Payment Plan received-date	Payment amount		
Cit Finance	SG-21-A	\$ 240.00	\$ 120.00	\$ 360.00					
Diehl, Denise	SG 25-D	\$ 318.11	\$ 240.00	\$ 558.11					
Dubiel, Gerald	NG32-B	\$ 262.80	\$ 240.00	\$ 502.80		5/21/04	\$ 50.00		
Duke, Rosanne	NG33-C	\$ 284.88	\$ 240.00	\$ 524.88					
Eisvang, Jom	SG0-63	\$ 291.94	\$ 120.00	\$ 411.94					
Ryan Elvrom	NG-57-D	\$ 268.80	\$ 240.00	\$ 508.80					
Hayward, Donald	SG-35C	\$ 683.03	\$ 360.00	\$ 1,043.03					
Irwin, Simeon	NG44-B	\$ 220.88	\$ 240.00	\$ 460.88					
Kaminski, Norene	NG-10-B	\$ 172.60	\$ 240.00	\$ 412.60					
Leykamm, Manfred	SG 55	\$ 268.80	\$ 240.00	\$ 508.80					
Lisota, Martin	SG50-A	\$ 114.97	\$ 240.00	\$ 354.97					
Mayer, Zygmund	NG 45	\$ 268.80	\$ 240.00	\$ 508.80					
Jon Olson	NG 31-W	\$ 0.90	\$ 240.00	\$ 240.90	Paid				
Pinardo, Pedro	SG 32-C	\$ 254.89	\$ 240.00	\$ 494.89					
Rojas, Carlos	SG 33-D	\$ 480.00	\$ 240.00	\$ 720.00	Paid				
Simonson, Cathi	SG 25-E	\$ 230.87	\$ 240.00	\$ 470.87					
Smith, William	NG42-A	\$ -	\$ 240.00	\$ 240.00					
Smith, William	NG 54-A	\$ 82.62	\$ 120.00	\$ 202.62					
Smith, William	NG 55-A	\$ 491.11	\$ 120.00	\$ 611.11					
Ulrich, Linda	NG 33-F	\$ 280.00	\$ 240.00	\$ 520.00		4/6/04	\$ 100.00		
Van Uden, Kevin	SG 46-A	\$ 299.89	\$ 240.00	\$ 539.89					
Woodruff, Justin	SG 22-D	\$ 159.04	\$ 240.00	\$ 399.04	Paid				

Glastonbury Landowners Association
Board Member Proxy Notification

I, Anthony Blocher,

give my proxy to Pomela May

for the GLA Board of Directors Meeting on 6-7-04.

^{date}
ASB
signature

6-7-04
date

RESOLUTION NO 782

A RESOLUTION TO REBUTTABLY PRESUME THAT FAMILY TRANSFERS OF THREE OR MORE PARCELS IS AN EVASION OF THE PARK COUNTY EVASION CRITERIA AND REQUIRE THAT SUCH FAMILY TRANSFERS BE ACCOMPANIED BY AN AFFIDAVIT STATING THE FAMILY MEMBERS WILL NOT SELL THE PROPERTY FOR TWO YEARS.

WHEREAS, on May 22, 2000, the Park County Commission passed the Park County Subdivision Regulations including the Evasion Criteria outlined in Appendix I; and,

WHEREAS, the Evasion Criteria state that all exemptions to the subdivision regulations must meet the criteria for an exemption; and,

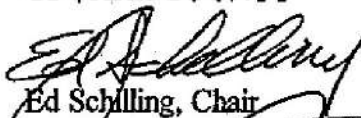
WHEREAS, the Evasion Criteria state that the use of a family conveyance to divide tracts of land which were created as part of an overall development plan exhibiting such characteristics as common roads, utility easements, restrictive covenants, open spaces or common marketing or promotional scheme may be rebuttably presumed to be adopted for purposed of evading the Act. A "pattern of development" occurs whenever three or more parcels of less than one hundred sixty acres with common covenants or facilities such as roads and utilities have been divided from the original tract; and,

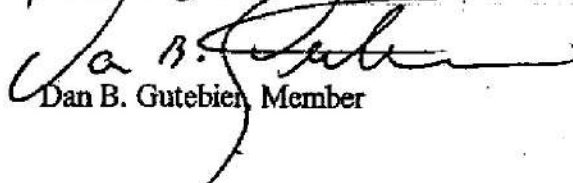
WHEREAS, in order to prevent such evasions of the Park County Subdivision Regulations;

NOW THEREFORE BE IT RESOLVED:

All family transfers that contain three or more parcels with common covenants or facilities are rebuttably presumed to be an evasion of the Park County Subdivision Regulations and such family transfers will be required to either go through subdivision review or be accompanied by an affidavit attesting that the designated family member will not sell the property for two years.

Dated this 20 day of November 2002.
BOARD OF COUNTY COMMISSIONERS
OF PARK COUNTY


Ed Schilling, Chair

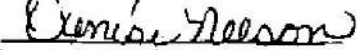

Dan B. Gutebier, Member

Ed Carrell, Member



Approved as to form and content:


Tara DePuy, Park County Attorney

Attest: 
Denise Nelson, Clerk and Recorder

2004-07-12_BDGN.pdf

**Glastonbury Landowners Association
Board of Directors Meeting Minutes**

July 12, 2004

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1. Call to Order, Prayer

The meeting was called to order by David Tonkin at 7:23 p.m., at Golden Ratio Woodworks. Edwin gave the opening prayer.

PRESENT: David Tonkin (President), James Kozlik (Vice-President), Janet Naclerio (Secretary), Cynthia Blocker (Treasurer), Edward Anderson, Edwin Johnson, Pamela May and James Trisdale (JT)

ABSENT: Philip Hoag, Orlando Johnson, Charlotte Mizzi

PROXIES: None.

ALSO ATTENDING: Denise Orr (GLA secretary), Ronda Alexander (landowner).

2. Reading and Disposition of the Minutes

June 7, 2004 Meeting Minutes Review. Tabled.

3. General Business

3.1 Old Business

ACTION ITEM – 2004 Budget & Paving – Tabled .

ACTION ITEM – Draft letter re: rabies shots for pets. **Done.**

ACTION ITEM – Status of research on ownership of Sirius Way.

Pamela reported that she spoke to William Smith regarding ownership of Sirius Way. She was told that part of Sirius Way is on the recreation land which GLA owns and the rest of the road up to the top of the hill going down to Story Road is on Church land. GLA owns the land down to Story Road. Barbara Hopkins, from the Church's Business Office, told Pamela that she has notified William Smith to complete the easement paperwork for the portion of Sirius Way crossing the Church's property. The Board agreed to send a letter to Judith Filbert , cc'ing Barbara Hopkins, requesting that the Church complete the paperwork which will give GLA permanent easement for Sirius Way crossing their property.

4. Report of Officers and Committees

4.1 Treasurer's Report: Cynthia Dodge-Blocker, Treasurer

Cynthia passed out "June 2004 Bank Transactions," "GLA Balance Sheet As of June 30, 2004," "GLA Balance Sheet As of May 30, 2004"; "GLA Income & Expense Budget Overview January through June 2004" and "Liens Filed during the watch of Cynthia Blocker" 7/11/04.

4.1.1 Old Business

ACTION ITEM – Send LaShomb letter to Denise. **Done.**

ACTION ITEM – Send copies of L. Ulrich correspondence to Denise. **Done.**

Glastonbury Landowners Association
Board of Directors Meeting Minutes
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4.1.2 New Business

Cynthia reported that she handled a recent situation with a landowner who was paying off a GLA lien because he was refinancing his property. Cynthia included the \$240 in assessment fees still owed for 2004 (due October 31, 2004) to the amount of the lien and GLA received the full payoff amount. The GLA then released the lien. The landowner later complained to Cynthia that he felt it was unfair that the 2004 assessment fees had been added to the lien amount. Cynthia asked the Board if they were in agreement with her having added this year's assessment to the lien and should she continue to do this in this type of circumstance. The Board discussed the case and agreed that her actions were justifiable because the owner had not previously entered into a payment plan with GLA for his outstanding assessments and had a bad track record of paying his assessments.

Janet asked Cynthia if she knew whether realtors have been informing the GLA and new landowners about back due assessment fees, and if the GLA was being paid for the assessment fees due at the time of a sale. Cynthia said that Clare receives the property sales feedback and that she is not kept informed. The Board discussed that it is important for not only realtors, but also title companies, to be aware of liens on the properties they handle. The Board agreed that the GLA should bring this information to the attention of title companies and asked Cynthia, Edwin and Denise to propose how this should be handled.

4.2 Architecture Subcommittee Report: James Kozlik & Pamela May, Co-Chair

4.2.1 Old Business

ACTION ITEM – Send letter to Gelderloos reminding him he must send a new application if he plans to add to the shop. Denise reviewed that it wasn't necessary for GLA to write the letter since Gelderloos submitted an application for the addition in mid-June. (See new application in "New Business" below).

ACTION ITEM – Send letter to Rakela/56 NG sign application. **Done.**

ACTION ITEM – Send approval notice to Neil Kremer (22-E SG). **Done.** David reviewed that GLA is still waiting to receive parking lot plans from Kremer.

ACTION ITEM – Send final approval notice to Graffland for 26 NG. **Done.**

ACTION ITEM – Write to Kathleen Ramp re: building application on Parcel 97 & 98 (SG) for commercial development of 3 Houses, 8 Cabins and an Event Center. **Done.**

ACTION ITEM – Write to Everett Johnston re: Parcel 83 ((SG) Building Application. **Done.** (See new application submitted by Everett in "New Business" below.)

ACTION ITEM – Draft letter to Everett Johnston regarding gate across Hercules. **Done**

Glastonbury Landowners Association
Board of Directors Meeting Minutes
July 12, 2004
CONFIDENTIAL – DO NOT COPY

ACTION ITEM – Draft letter to County re: subdivision approval. **Done.**

ACTION ITEM –Glastonbury Sign on Cynthia. Blocker's property. David reported that he hasn't heard back from Judith Filbert concerning proposed sites for the relocation of the Glastonbury sign; he will continue trying to contact Andrew Vann to gain approval and a lease from Church to put it on their property.

4.2.2 New Business

33-A (NG), Pouwel Gelderloos/Construction of Addition/Apartment to Existing Shop.

The board reviewed that Pouwel Gelderloos' 6/13/04 application.

MOTION: Edwin Johnson motioned and James Kozlik seconded to give preliminary approval to Pouwel Gelderloos' application for an addition/apartment on 33-A (NG) with the conditions that (1) The necessary septic permit is obtained prior to septic system construction; and (2) The necessary electrical permit is obtained prior to the start of electric work. Also, the Board approved that the sanitation bond from the shop application be transferred to this application. Motion carried.

Kathleen Rakela, Parcel 56 NG; 6/30/04 Follow-up Letter re: Sign Application.

The Board reviewed Kathleen's follow-up letter which responded to the GLA's 5/20/04 request. Her letter includes a statement from the Sheriff's Office that the vandalism of her statues, which she reported to the Sheriff on January 14, 2003, is a felony and carries a five-year statute of limitations. The Board discussed various concerns relating to the sign.

MOTION: James Trisdale motioned and Edward Anderson seconded to approve Kathleen Rakela's sign application. Motion carried. (4 in favor/3 opposed/1 abstention)

ADMENDMENT TO ABOVE MOTION: James Kozlik motioned and Edwin Johnson seconded to add to the GLA's approval letter to Kathleen Rakela (above) that the sign must be removed when an arrest is made for the vandalism or when the five-year statue of limitation period expires. Motion carried.

83 (SG), Everett Johnston/ Building Application.

Board discussed his application for a new location for his house. James Kozlik reported that he checked out the location of Johnston's proposed building and road and both appear to be fine.

MOTION: James Kozlik motioned and Edwin Johnson seconded to give preliminary approval to Everett Johnston's building application on Lot 83 (SG) on the conditions that (1) The necessary septic permit is obtained prior to septic system construction, (2) The necessary electrical permit is obtained prior to the electrical work beginning, and; (3) Disturbed land be reseeded after construction. The sanitation bond from the old application is transferred to this application. Motion carried with one abstention.

Gate between Parcels #82 and #83 (SG), Everett Johnston/Gate Variance Application

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The board discussed that Johnston inherited this gate when he bought the land. James Trisdale reported that he found the gate locked about 2 weeks ago.

MOTION: James Trisdale motioned and James Kozlik seconded to respond to Everett Johnston's gate variance application stating that GLA has a permanent easement on the land on which the gate is standing. The GLA approves the gate variance application with the following conditions: (1) The gate must *always* remain ~~open~~ and *unlocked* 365 days/year & 24 hours/day; (2) If the GLA is informed that the gate is locked *at any time*, GLA will remove the gate at Johnston's expense and ~~rescind the waiver~~; (3) The GLA will provide a sign which will be placed on the gate. The sign will state in essence: "You are entering private property. Please stay on the road. This gate is for access by Glastonbury Landowners and their guests only." Motion carried.

Everett Johnston Letter of June 24, 2004 regarding mobile homes in South Glastonbury.
Tabled.

Tract 24-C/SD 309 (NG). Ralph and Jewel Down/Mobile Home Placement Application and Garage Application. Note: Age of Mobile Home is within 10 year limitation.

MOTION: Edwin Johnson motioned and James Kozlik seconded to approve Ralph and Jewel Downs' mobile home application and their request for the bond waiver. Motion carried.

Parcel 53-SG, Craig K. Lannes' Garage Application

Denise reported that in late June the Board voted (via mail and phone) to grant preliminary approval for the garage construction application on the following conditions:

(1) The necessary electrical permit is obtained prior to electrical work starting; (2) Disturbed land must be reseeded after construction; and (3) The \$250 Sanitation/Reclamation Bond is received by the GLA. The approval was left at the Emigrant Store for pick up by Aaron Cameron who stated he would give the approval to the owner. Denise also reported that she did not know if Lannes has submitted the bond to GLA as of this date.

James & Marie Kelly, Parcel 92(SG); 7/7/04 Follow-up Info. re: Building Application

The Kelly's submitted follow-up information on their previous application as requested by the GLA.

MOTION: Edwin Johnson motioned and James Kozlik seconded to approve James and Marie Kelly's building application on Parcel 92 (SG) with the condition that they confirm the alternate drain field is at least 15 feet or more from the road easement. Motion carried.

4.3 Road & Weed Committee Report: James Trisdale & Philip Hoag, Co-Chair

4.3.1 Old Business.

ACTION ITEM – Send last years weed spraying bill to county for refund. **Done.** JT reported

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we would be receiving a county refund for last year's spraying.

4.3.2 New Business.

Cynthia reported that Raya Johansson, Jupiter Way (NG), has hand pulled the noxious weeds on their property and requested that their property not be sprayed. JT will investigate her request.

Glastonbury Properties with Significant Noxious Weeds

JT reported that he has made up a list of properties in both North and South Glastonbury that have a significant amount of noxious weeds. The Board discussed this situation.

MOTION: Cynthia motioned and Edwin seconded to send a letter to the County Weed Control Board with the list of names with parcel numbers of Glastonbury landowners who appear to have a significant amount of noxious weeds on their properties. Copy of the letter will be sent to the landowners involved. Motion carried

4.4 Complaint Committee Report: Charlotte Mizzi, Chair

4.4.1 Old Business

ACTION ITEM – Status of Parcel 32 (NG) K. Ulrich. Tabled.

ACTION ITEM – Status of Cleanup on Hansard property. Tabled.

ACTION ITEM – Status of Nye's dog complaint.. Tabled.

ACTION ITEM – Determine names and addresses of others needing dog letter. Tabled.

ACTION ITEM – Status of Removal of Rantallo Trailer. It was reported that the Rantallo trailer had been moved to the gravel pit on Capricorn Drive in NG, which is owned by the NG Teaching Center. The Board agreed that a letter should be sent to the NGTC or a call made to them inquiring if an application for the relocation of Rantallo's trailer has been submitted.

4.4.2 New Business

Revisit Dog issue from March Board meeting. Tabled.

4.5 Land Use Master Plan Committee: Charlotte Mizzi, Chair and Orlando Johnson. No report.

4.6 Recreation Committee: Janet Naclerio, Chair; Edward Anderson.

4.6.1 Old Business

ACTION ITEM – Status Report on ability to become a charitable organization. Tabled.

ACTION ITEM – Status of legal formation of PVRC. Tabled.

ACTION ITEM – .Filing Parcel 16A as part of Glastonbury. Tabled

4.6.2 New Business. None.

4.7 Web Site Committee: Edward Anderson, Chair

4.7.1 Old Business

5 of 7

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ACTION ITEM – Sending letters to Realtors. **Done.**

4.7.2 New Business. None.

4.8 Clean-up Committee. No report.

4.9 Ombudsman Report: Jeanne Campbell (SG) Richard Johnson (NG). No report.

5. Other Business

5.1 Shelter Insurance

ACTION ITEM – List of points to consider regarding shelter insurance. Tabled.

ACTION ITEM – Filing resolution to include parcels 32-A (SG) & 14-A (NG) in Glastonbury Covenants. Tabled.

6. Next Meeting and Adjournment

The meeting was adjourned at 9:30 p.m. with no further business. The next meeting will be held on August 2, 2004 at Golden Ratio Woodworks Cafeteria, 7 p.m.

NEW ACTION ITEMS

- | | |
|------------|---|
| GB071204.1 | Denise to draft letter to Judith Filbert. cc'd to B. Hopkins, re: Sirius Dr. for David's signature. Done. |
| TR071204 | Cynthia, Edwin and Denise to present proposal re: how best to communicate with the Title Companies regarding delinquent assessment fees/liens on properties for sale. |
| AR071204.1 | David to call Andrew Vann to follow up on Blocker sign relocation to Church property. Done |
| AR071204.2 | Pamela to follow-up with Neil Kremer regarding parking lot plans not yet submitted to GLA. |
| AR071204.3 | Denise to send project approval to Gelderloos. Done. |
| AR071204.4 | Denise to send sign approval to Kathleen Rakela. Done. |
| AR071204.5 | Denise to send project approval to Everett Johnston Done. |
| AR071204.6 | Denise to send letter to Everett Johnston re: gate application. Done. |
| AR071204.7 | ? to order sign for E. Johnston gate. |

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- AR071204.8 Denise to send application approval to the Downs. **Done.**
- AR071204.9 Denise to send application approval to the Jim & Marie Kelly. **Done.**
- RDWD071204.1 James Trisdale to send the names and parcel numbers of landowners with a significant amount of noxious weeds on their properties to Denise.
- RDWD071204.2 Denise to draft letter to County Weed Control Board and cc to landowners based on list submitted by James Trisdale.
- RDWD071204.3 James Trisdale to determine cost of weed spraying for fall.
- CP071204 Denise to contact NG Teaching Center re: application for Rantallo trailer placement.

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Glastonbury Landowners Association, Inc.
Board of Directors Meeting Agenda
July 12, 2004

1. **Call to Order, Opening Prayer**
2. **Reading and Disposition of Minutes**
June 3, 2004 Minutes
3. **General Business**
 - 3.1 **Old Business**
 - ACTION ITEM - 2004 Budget & Paving
 - ACTION ITEM - [Denise] Draft letter re. rabies shots for pets
 - ACTION ITEM - [Pamela] Status of research on ownership of Sirius Way
4. **Report of Officers and Committees**
 - 4.1. **Treasurer's Report** - Cynthia Dodge-Blocker, Treasurer
 - 4.1.1. **Old Business**
 - ACTION ITEM - Send LaShomb ltr to Denise
 - ACTION ITEM - Send copies of L. Ullrich correspondence to Denise
 - 4.1.2. **New Business**
 - 4.2. **Architecture Subcommittee Report** - Jim Kozlik and Pamela May, Co-chairs
 - 4.2.1. **Old Business**
 - ACTION ITEM - [James] Status of Gelderloos shop construction
 - ACTION ITEM - [Denise] Send letter to Rakela for 56 NG
 - ACTION ITEM - [Denise/Pamela] Send final approval notice to Kramer (22-E SG)
 - ACTION ITEM - [Denise] Send final approval notice to Graffland for 26 NG
 - ACTION ITEM - [James/Pamela] Ramp Building application
 - ACTION ITEM - [James] Johnston Building application
 - ACTION ITEM - [Denise] Draft letter regarding gate across Hercules to Johnston
 - ACTION ITEM - [Philip] Draft letter to County re. subdivision approval
 - 4.2.2. **New Business**
 - 4.3. **Road & Weed Committee Report** - Philip Hoag and JT Trisdale, Co-Chair
 - 4.3.1. **Old Business**
 - 4.3.2. **New Business**
 - 4.4. **Complaint Committee Report** - Charlotte Mizzi - Chair
 - 4.4.1. **Old Business**
 - ACTION ITEM - [David] Status of Parcel 32 (NG) Ulrich

Glastonbury Landowners Association, Inc.
Board of Directors Meeting Agenda
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- ACTION ITEM – *[David]* Status of removing rock pile above culvert
- ACTION ITEM – *[David]* Status of Cleanup on Hansard property
- ACTION ITEM – *[David]* Status of Nye's dog compliant
- ACTION ITEM – *[David]* Find names and address of others needing dog letter

4.4.2. New Business

Revisit Dog Issue from March Mtg

4.5. Land Use Master Plan Committee Report – Charlotte Mizzi, Chair

4.5.1. Old Business

4.5.2. New Business

4.6. Recreation Committee Report – Janet Naclerio – Chair

4.6.1. Old Business

- ACTION ITEM – Status Report on ability to become a charity organization
- ACTION ITEM – Status of legal formation of PVRC
- ACTION ITEM – *[Janet]* Filing Parcel 16A as part of Glastonbury

4.6.2. New Business

4.7. Web Site Committee Report - Edward Anderson, Chair

4.7.1. Old Business

- ACTION ITEM – Sending letters to Realtors *[Denise]*

4.7.2. New Business

4.8. Clean-up Committee Report –, Chair

4.9. Ombudsman Report – Jeanie Campbell (SG) & Richard Johnson (NG)

5. Other Business

5.1. Shelter Insurance *[Orlando]*

- ACTION ITEM – List of point to consider regarding shelter insurance *[Orlando & Philip]*
- ACTION ITEM – Filing Resolution to include parcels 23-A SG & 14-A NG in Glastonbury

6. Next Meeting and Adjournment

07/12/04

Glastonbury Landowners Association, Inc.
Balance Sheet
 As of June 30, 2004

	<u>Jun 30, '04</u>
ASSETS	
Current Assets	
Checking/Savings	
1st National Bank Checking	15,722.42
1st National Bank Savings	<u>9,876.39</u>
Total Checking/Savings	25,598.81
Accounts Receivable	
Accounts Receivable	<u>79,923.84</u>
Total Accounts Receivable	79,923.84
Other Current Assets	
Undeposited Funds	<u>-573.50</u>
Total Other Current Assets	<u>-573.50</u>
Total Current Assets	104,949.15
Fixed Assets	
Paved Roads	<u>1.00</u>
Total Fixed Assets	<u>1.00</u>
TOTAL ASSETS	<u>104,950.15</u>
LIABILITIES & EQUITY	
Liabilities	
Long Term Liabilities	
Road Pavement Loan	<u>244,312.31</u>
Total Long Term Liabilities	<u>244,312.31</u>
Total Liabilities	244,312.31
Equity	
Beginning Balance	11,816.51
Opening Bal Equity	-244,401.10
Retained Earnings	55,400.66
Net Income	<u>37,821.77</u>
Total Equity	<u>-139,362.16</u>
TOTAL LIABILITIES & EQUITY	<u>104,950.15</u>

07/12/04

Glastonbury Landowners Association, Inc.
Income & Expense Budget Overview
 January through June 2004

	Jan - Jun '04	Budget	\$ Over Budget
Income			
1. General Income			
1. Church, for Road Paving Loan	1,143.48		
2. Interest Income	18.70		
4. Sanitation Bond Account	750.00		
1. General Income - Other	110.00	37,935.00	-37,825.00
Total 1. General Income	2,022.18	37,935.00	-35,912.82
2. Assessments			
02. Dwelling Assessment 1998	120.00		
03. Dwelling Assessment 1999	120.00		
04. Dwelling Assessment 2000	180.00		
05. Dwelling Assessment 2001	260.00		
06. Dwelling Assessment 2002	622.10		
07. Dwelling Assessment 2003	1,235.35		
08. Dwelling Assessment 2004	15,364.98		
09. Golden Age Village Assess	5,880.00		
10. Land Assessment 1998	120.00		
11. Land Assessment 1999	120.00		
12. Land Assessment 2000	180.00		
13. Land Assessment 2001	260.00		
14. Land Assessment 2002	862.09		
15. Land Assessment 2003	1,775.38		
16. Land Assessment 2004	26,948.15		
2. Assessments - Other	120.00		
Total 2. Assessments	54,168.03		
3. Late Fees/Finance Charges			
1. Finance Charges	437.15		
2. Five Percent Penalty	112.50		
Total 3. Late Fees/Finance Charges	549.65		
Total Income	56,739.86	37,935.00	18,804.86
Expense			
A. Business Expenses			
1. Banking Fees	25.00		
3. Licenses	15.00		
5. Rentals	115.00		
6. Sanitation Bond Refunds	250.00		
7. Taxes	50.00		
8. Refund on Overpayment	380.00		
A. Business Expenses - Other	0.00	4,084.98	-4,084.98
Total A. Business Expenses	835.00	4,084.98	-3,249.98
B. Office Expense			
1. Copying	816.41		
2. Postage	916.05		
3. Office Supplies	129.94		
4. Misc. Expenses	355.26		
5. Refreshments	241.42		
B. Office Expense - Other	0.00	1,099.98	-1,099.98
Total B. Office Expense	2,459.08	1,099.98	1,359.10
C. Professional Fees			
1. Accountant	105.00		
2. Bookkeeper	1,935.50		
3. Legal Council			
3.1 PVRC	1,627.00		
3.2 48 NG Lawsuit	176.90		
3. Legal Council - Other	953.35		
Total 3. Legal Council	2,757.25		
4. Professional Fees	4,504.37		
5. Secretarial	3,834.00		
6. Treasurer	669.50		
7. Web Site	1,308.40		
C. Professional Fees - Other	0.00	8,349.96	-8,349.96
Total C. Professional Fees	15,114.02	8,349.96	6,764.06
D. Road Repairs & Maintenance			
1. Loan Payment	15,112.64		
2. Road Maint.	3,050.00		
4. Snow Removal			
4.1. Snow Plowing	1,552.60		
4.2. Sanding	1,012.00		
Total 4. Snow Removal	2,564.50		
D. Road Repairs & Maintenance - Other	0.00	19,249.98	-19,249.98

07/12/04

Glastonbury Landowners Association, Inc.
Income & Expense Budget Overview
 January through June 2004

	<u>Jan - Jun '04</u>	<u>Budget</u>	<u>\$ Over Budget</u>
Total D. Road Repairs & Maintenance	20,727.14	19,249.98	1,477.16
E. General Expenses			
2. Equipment Repair & Maint.	120.00		
3. Miscellaneous	164.00		
E. General Expenses - Other	<u>0.00</u>	<u>300.00</u>	<u>-300.00</u>
Total E. General Expenses	284.00	300.00	-1600
F. Misc. Projects			
1. Snow Plow/Sander Truck	4,075.44		
2. Master Plan			
2.3 Copies	45.96		
2.4 Contractors	372.00		
2. Master Plan - Other	<u>148.00</u>		
Total 2. Master Plan	565.96		
4. Recreation Area	123.73		
F. Misc. Projects - Other	<u>0.00</u>	<u>4,849.98</u>	<u>-4,849.98</u>
Total F. Misc. Projects	4,765.13	4,849.98	-8485
H. Discount	<u>437.50</u>		
Total Expense	<u>44,621.87</u>	<u>37,934.88</u>	<u>6,686.99</u>
Net Income	<u>12,117.99</u>	<u>0.12</u>	<u>12,117.87</u>

Liens Filed during the watch of Cynthia Blocker

7/11/04 prepared
YELLOW NOT PAID

BLUE=PAID

Lien filed date	Name	Parcel no.	Amount	Date Paid	Lien Released date
October 7th 2002	Steven Burkley	SG76	\$ 893.74		
	William Davis	SG65	\$ 5,439.75		
	Louis Dofu	NG23	\$ 1,809.83		
	Dowbenko, Uri	NG 1-B	\$ 1,272.59		
	Kenneth Fraier	SG 31-E	\$ 1,644.64	10/28/02	Dec. 28, 02
	Kathy Garcia	NG 32-C	\$ 1,644.64		
	Kenneth Green	NG48	\$ 2,394.49		
	William Holder	NG 39	\$ 1,947.92		
	Marlene LaShomb	SG84	\$ 1,644.64	5/10/04	May 19th 2004
	Manfred Leykamm	SG55	\$ 1,272.59	31-Dec-02	Jan. 02, 2003
	Randolph A Mack	NG23-C	\$ 1,483.61		
	Alan, Maniaci	SG 78	\$ 962.28		
	Zygmund Mayer	NG 45	\$ 1,272.59	12/31/02	Jan. 02/2003
	Pedro Pinardo	SG 32-A	\$ 1,132.88	11/16/02	Dec02/2002
	Robert Quarles	NG 24B	\$ 1,644.64		
	Judith Schmidt/Roger Weise	SG 47	\$ 1,654.73		
	Robert Sherwood	SG 50B	\$ 1,567.01		
	Ronald Strykert	NG 31-E	\$ 1,272.59	Jan 7 2003	Jan 10th 2003
	Edward Tsuru	Sg 50-C	\$ 1,644.64		
Jan 10th 2003	Bank of NY	Sg 21-E	\$ 628.28	1/10/03	May 26th 2004
	William Neil Davis	NG43-3	\$ 628.28		
	Bernice Hazen	SG 25-E	\$ 556.59	transfer to Son	5/19/04
	John Hazen	Sg 25A	\$ 864.17	May 1st 2003	May 4th 2004
	Gail Louise Johnson	Sg-49	\$ 896.65		
	Kenneth Mueller	SG-47	\$ 569.26		
	Lydia Pisani	SG-22-C	\$ 1,164.91		
	Carolyn Thorburn	SG-93-A	\$ 952.38		
	Roger Weise	SG-47	\$ 893.22		

July 30th 2003	Scott Pellet	SG 83	\$	488.45	SOLD ? Why lien not paid???	
	Jorn Eisvang	SG 64	\$	565.10		
	Robert Sherwood	SG 50 D	\$	483.27		
	Craig Newhouse	NG-57-E-1	\$	658.14		
	John Diaz	Sg 32-B	\$	603.15	July 2nd 2004	July 12th, 2004 Title Co filed
	Chalice Well	SG 84	\$	483.27	Sept 7 2003	Nov. 17, 2003
	Thomas Germaine	SG 24	\$	814.52		

GLASTONBURY LANDOWNERS ASSOCIATION, INC.
Proposed 2005 Budget Revised

Line No.	ITEM DESCRIPTION	YEAR 2005 PROPOSED			YEAR 2003 TOTALS		YEAR 2002 TOTALS			
		Subtotal	Total	Rec'd/spen/6/30/04	Additional Needed	Subtotals	Totals	Notes	Subtotals	Totals
1	Income		83,460	56,739						75,481
2	Expenses:		83,410							82,110
3	Business Expenses		8,170	455						6,748
4	Banking fees	100		25		101			13	
5	Gifts & donations	0				1000			0	
6	Insurance	6,100				6079			5248	
7	Licenses	30		15		15			30	
8	Lien Filing	600				1038			968	
9	Rentals	400		115		630			135	
10	Sanitation Bond Refunds	700		250		750			250	
11	Taxes	240		50		241			106	
12	Office Expenses		2,200	2,457			4089			2,420
13	Copying	750		816		1050			464	
14	Postage	550		916		1395			544	
15	Office Supplies	500		129		513			484	
16	Misc. Expenses	100		355		40			390	
17	Refreshments	300		241		329			263	
18	Petty cash account	0				763			275	
19	Professional Fees		22,100	15,112	6,300		17349			10,046
20	Accountant	100		105		95			85	
21	Bookkeeper	3,000		1,935		3024			2796	
22	Legal Council	1,700		2,757	1,300	2302			1126	
26	Manager	0							0	
27	Secretary	7,500		3,834		7503			5548	
28	Professional fees	9,800								
29	Independent Contractors	8,000		4,504	5,000	3453			0	
30	Treasurer	600		669		291			323	
31	Web Site	1,200		1,308		681			168	

GLASTONBURY LANDOWNERS ASSOCIATION, INC.
Proposed 2005 Budget Revised

Line No.	ITEM DESCRIPTION	YEAR 2005 PROPOSED			YEAR 2003 TOTALS			YEAR 2002 TOTALS		
		Subtotal	Total	Rec'd/spen 6/30/04	Additional Needed	Subtotals	Totals	Notes	Subtotals	Totals
32	Road Repairs & Maintenance		43,000	20,726	6,500		52309			51,995
33	Loan payment	30,000		15,112		29625			29601	
34	Road Maintenance	5,000		3,050	500	6694			5547	
35	Misc. Maintenance	2,700				2552			3205	
36	Misc. Supplies	300				62			871	
37	Weed control	2,000			500	4080			1471	
38	Road Grading	3,000			5,000	7780			11738	
39	Snow removal	5,000		2,564	1,000	8210			5110	
40	Snow Plowing	3,000		1,552	1,000	6182			2923	
41	Sanding	1,500		1,012		1478				
42	Snow fences	0		0		0			193	
43	Materials, sand	500		0		550				
44	General Expenses		1,300	284	900		3118			1,533
45	Cleanup Day	0			900	450			743	
46	Equipment Repair & Maint.	1,000		120		1769				
47	Miscellaneous	300		164		899			789	
48										
49	Misc. Projects		6,640	4,763	2,400		9421		9367	9,367
50	Snow Plow			4,075		938				
51	Master Plan	3,200		565	1,400	100				
52	Legal fees	1,000								
53	Postage	500			200					
54	Copies	500			200					
55	Contractors	1,000			1,000					
56	Misc	200								
57	Guardrails	1,440		0	1,000	1262				
58	Recreation Area	2,000		123		7122				
	Net Income		50		16,100		(19,169)			(6,630)

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**Glastonbury Landowners Association
Board of Directors Meeting Minutes**

August 2, 2004

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1. Call to Order, Prayer

The meeting was called to order by David Tonkin at 7:15 p.m., at Golden Ratio Woodworks. Orlando Johnson gave the opening prayer.

PRESENT: David Tonkin (President), James Kozlik (Vice-President), Janet Naclerio (Secretary), Cynthia Blocker (Treasurer), Edwin Johnson, Orlando Johnson, Charlotte Mizzi.

ABSENT: Edward Anderson, Philip Hoag, Pamela May, James Trisdale (JT)

PROXIES: Pamela May to Cynthia Blocker

ALSO ATTENDING: Denise Orr (GLA secretary), Ronda Alexander (landowner)

2. Reading and Disposition of the Minutes General Business

June 7, 2004 Minutes: Tabled.

July 12, 2004 Minutes

MOTION: Orlando Johnson motioned and Cynthia Blocker seconded to approve the July 12, 2004 meeting minutes as amended. Motion carried with one abstention.

GLA Board Meetings, Minutes and Agendas: The Board discussed the running of board meetings and the contents of Board meeting minutes and agendas. They agreed to the following: (1) Charlotte will acquire Roberts Rule of Order for the Board to review and discuss; (2) Minutes should consist of motions and action items; discussions surrounding motions and other non action items should not be included in the minutes; (3) When a Board member requests that an item be placed on the agenda, it should be included on the agenda for the next meeting; (4) Changes made to motions for the purpose of clarification or expansion should be underlined in the meeting minute draft that the Board reviews for approval; (5) The above information will be conveyed to new Board members at the beginning of their terms; (6) A list of all GLA motions, categorized by subject, will be given to each Board member.

3. General Business

3.1 Old Business

ACTION ITEM - 2004 Budget & Paving. Tabled.

ACTION ITEM – Status of letter to Church on easements for Sirius Way. **Done.**

3.2 New Business

Glastonbury Community Newsletter. Ronda Alexander reviewed the draft of the newsletter prepared by her and Mary Irwin.

MOTION: Charlotte motioned and James Kozlik seconded that the column entitled “GLA News” in the Glastonbury Community Newsletter should include; (1) Information concerning why the GLA is deferring the paving work on GLA roads, (2) A report on the recent catalytic converter fire in High South Glastonbury and the GLA’s recommendation that landowners fireproof their properties by trimming and/or de-limbing trees and clearing brush; (3) A report on fir beetles in

**Glastonbury Landowners Association
Board of Directors Meeting Minutes**

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High South; and (4) A statement that the newsletter is not an official publication of the GLA. Ronda will submit an e-mail proposal regarding newspaper budget costs and methods of distribution to the Board within 1-1/2 weeks for review. In the future, she will submit e-mail "GLA News" column drafts to the Board for editing and approval. The Board will send their proposed edits to David, who will then work with Denise & Janet to compile and edit them. Final edits will be forwarded back to the Board via e-mail for their final vote of approval. Ronda will be e-mailed the approved drafts. Motion carried.

4. Report of Officers and Committees

4.1 Treasurer's Report: Cynthia Dodge-Blocker, Treasurer

Cynthia distributed the "July 2004 Bank Transactions", "Balance Sheet As of July 31, 2004", "Income and Expense Budget Overview January through July 2004."

4.1.1 Old Business

ACTION ITEM – Communicate with Title Co. regarding liens. Draft in process.

ACTION ITEM – [David] Send copies of L. Ullrich correspondence to Denise.

4.1.2 New Business.

Cynthia distributed "2004 List of Delinquent Accounts-GLA," and asked the Board to approve the sending of an additional letter to those whose names were highlighted in green. The Board discussed.

MOTION: Cynthia Blocker motioned and James Kozlik seconded the sending of a letter to those whose names are highlighted in green on the "2004 List of Delinquent Accounts-GLA." The letter will serve as a third reminder that the GLA will file a lien on their property on August 25, 2004 unless full payment for their delinquent assessment fees is received. Motioned carried.

4.2 Architecture Subcommittee Report: James Kozlik & Pamela May, Co-Chair

4.2.1 Old Business

ACTION ITEM – Send approval form to Gelderloos re: shop addition. **Done.**

ACTION ITEM – Send approval letter to Rakela for 56 NG. **Done.**

ACTION ITEM – [Pamela] Request parking plan from Kramer (22-E SG). Tabled.

ACTION ITEM – Send approval to Johnston re: Building application. **Done.**

ACTION ITEM – Send approval to Johnston re. gate across Hercules **Done.**
See "New Business" below re: Johnston's 7/28/04 response to GLA approval.

Glastonbury Landowners Association
Board of Directors Meeting Minutes
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ACTION ITEM – Order sign for gate on Hercules Road.

ACTION ITEM – Send approval to Downs re: mobile home application. **Done.**

ACTION ITEM – Send approval notice to Kellys re: building application **Done.**

ACTION ITEM – Review Johnston letter of 6/24/04 re: enforcing mobile homes roof standards. The Board discussed.

MOTION: Charlotte Mizzi motioned and James Kozlik seconded to table further review of Everett's letter during the meeting. Everett should be informed that the Board will be doing further research on the mobile home roof issue. Motion carried.

4.2.1 New Business

James Kozlik stated that he would be available to be contacted to assist people in filling out the construction application papers in person to insure that the process is thoroughly completed

61-A (NG)/Robert Simons & Emily Coleman. Construction application.

The Board reviewed the Coleman's application and that the angle of the intersection to the guesthouse needs to be within 80-90 degrees

MOTION: James Kozlik motioned and Edwin Johnson seconded to approve Robert Simon's and Emily Coleman's construction application for 61-A (NG) on the following conditions: (1) That David Tonkin confirms that the grade is less than 12%; (2) The necessary septic permit is obtained prior to septic system construction; (3) The necessary electrical permit is obtained prior to the start of electrical work; and (4) The disturbed land be reseeded after construction. If condition (1) is met, James will contact Robert and Emily to remind them that a new application will need to be submitted to the GLA if construction is not completed within an 18 month period. Motion carried.

2-A (NG)/Marjorie Lombard. Small House Addition Construction application.

The Board reviewed the above application.

MOTION: Edwin Johnson motioned and Charlotte Mizzi seconded to approve Marjorie Lombard's small house addition construction application. The GLA will also inform Marjorie that she needs to confirm with Park County that her existing septic tank is the correct size to include her new addition. Motion carried.

Tract 37-1 E (SG)/Benjamin & Diana Mitchem. Construction Application.

MOTION: James Kozlik motioned and Edwin Johnson seconded to approve Benjamin and Dian Mitchem's Tract 37-1E (SG) building application on the following conditions: (1) The GLA needs confirmation that the drainfield is greater than 100 feet from the well; (2) The necessary septic permit is obtained prior to septic system construction; (3) The necessary electrical permit is obtained prior to the start of electrical work; and (4) The disturbed land

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should be reseeded after construction. Also, the GLA requests that the Mitchem's indicate the age of their modular and suggests that a shared-well agreement is acquired from (*Get name from CB*). Motion carried.

Revision of 7/12/04 Motion re: Gate between Parcels #82 & #83 (SG)/Everett Johnston's Gate Variance Application.

The Board discussed revising condition #1 of their July 12, 2004 motion on Everett Johnston's gate variance application and agreed it should read as follows:

MOTION: James Trisdale motioned and James Kozlik seconded to respond to Everett Johnston's gate variance application stating that the GLA has a permanent easement on the land on which the gate is standing. The GLA approved the gate variance application with the following conditions: (1) The gate must *always* remain *unlocked* (365 days/year & 24 hours/day) except during Big Boar Hunting Season; (2) If the GLA is informed that the gate is locked *at any time*, it will be removed at Johnston's expense; (3) The GLA will provide a sign which will be placed on the gate. The sign will state: "You are entering private property. Please stay on the road. This gate is for access by Glastonbury Landowners and their guests only." Motion carried.

7/28/04 Letter from Everett Johnston- Responding to the GLA's Gate Approval Conditions between Parcels #82 and #83 (SG).

The Board reviewed and discussed the points in Everett Johnston's 7/28/04 letter.

MOTION: Orlando Johnson motioned and Cynthia seconded to ask Everett Johnston to remove the gate entirely because its existence is not provided for in the easement.

The Board discussed.

MOTION: Charlotte Mizzi motioned and Cynthia Blocker seconded her motion to table the above motion. Motion carried.

4.3 Road & Weed Committee Report: James Trisdale & Philip Hoag, Co-Chair

4.3.1 Old Business

ACTION ITEM – [*JT*] Send list of owners needing weed control to Denise. Tabled.

The Board discussed that the letter should contain information on a refund of up to \$50 a year for 3-year weed spraying contracts.

ACTION ITEM – [*Denise*] Draft letter to County re: weed control. Tabled.

ACTION ITEM – Determine cost of spraying for weeds this fall. David and Cynthia confirmed that the refund received for last year's spraying and the amount remaining in the spraying budget will cover the expense of weed spraying in the fall.

4.3.1 New Business

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Caspari Way Follow-Up Report (Ronda Alexander). Ronda reported that the clean-up for the Alexander property has been completed and that an agreement has been made with the Church for the clean-up of the Caspari Way road.

Mowing Weeds on Edges of Glastonbury Roads: David confirmed that he and JT will mow the edges of the roads in both North and South Glastonbury during the next couple of weeks. The expense will be between \$500-700 and is covered in the budget.

4.4 Complaint Committee Report: Charlotte Mizzi, Chair

4.4.1 Old Business

ACTION ITEM – [David] Status of Parcel 32 (NG) Ullrich. Tabled.

ACTION ITEM – [David] Status of removing rock pile above culvert. Tabled.

ACTION ITEM – [Denise] Determine Hansard new address. Tabled.

ACTION ITEM – Call NGTC re. Paul Rantallo's trailer. **Done.**

David reported that Denise spoke to Dorothy Whitehead of the NGTC, who told her that Paul said his trailer will be removed within a week or so. See "New Business" below.

4.4.2 New Business

Rantallo Trailer on NGTC Property

David reported that just prior to the meeting, Paul delivered a letter which states he has tried to give the trailer away without success and that William Smith suggested he ask the Fire Department to take the trailer for a practice burn. The letter contained the enclosure of a copy of the certificate of title which reveals that Paul is not the owner of the trailer. The Board agreed that GLA will write a letter to the NGTC which states that the trailer is an eyesore, needs to be removed within 30 days and references Paul's conversation with William Smith.

ACTION ITEM - Revisit Dog Issue from March Meeting. Tabled.

Abandoned truck parked on Taurus Road in NG. Charlotte reported that a truck has been parked on Taurus Road near Michael McCann's home for over a month. She will request that Philip Hoag contact McCann regarding the truck.

4.5 Land Use Master Plan Committee: Charlotte Mizzi, Chair and Orlando Johnson. No report..

4.5.1 Old Business

4.5.2 New Business

4.6 Recreation Committee: Janet Naclerio, Chair; Edward Anderson. No report..

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4.6.1 Old Business

ACTION ITEM – Status Report on ability to become a charity organization. Tabled.

ACTION ITEM – Status of legal formation of PVRC. Tabled.

ACTION ITEM – [Janet] Filing Parcel 16-A as part of Glastonbury. Tabled.

4.6.2 New Business. None.

4.7 Web Site Committee: Edward Anderson, Chair. No report.

4.7.1 Old Business

ACTION ITEM – Sending letters to Realtors. **Done.**

4.7.2 New Business. None.

4.8 Clean-up Committee Report --, Chair. No report. .

4.8.1 Old Business. None.

4.8.2 New Business. None.

4.9 Ombudsman Report: Jeanne Campbell (SG) Richard Johnson (NG). No report.

4.9.1 Old Business. None.

4.9.2 New Business. None.

5. Other Business

5.1 Shelter Insurance

ACTION ITEM – *Orlando & Philip*. List points to consider regarding shelter insurance. Tabled.

5.2 Including Parcels in GLA

ACTION ITEM – Filing Resolution to include parcels 23-A SG & 14-A NG in Glastonbury. Tabled.

6. Next Meeting and Adjournment

The meeting was adjourned at 10:20 p.m. with no further business. The next meeting will be held on September 13, 2004 at Golden Ratio Woodworks Cafeteria, 7 p.m.

NEW ACTION ITEMS:

GB080204.1 Charlotte to acquire Roberts Rule of Order for Board to review.

GB080204.2 Denise to document meeting minute guidelines to be passed on to each group of newly elected Board members.

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- GB080204.3 Denise to document GLA motions and provide a copy to each board member.
- GB080204.4 Ronda Alexander to send newsletter proposal to Board.
- TR080204 Cynthia to send letter to specific landowners re: pending liens to be filed on August 25.
- AR080204.1 David to confirm grade percentage of Parcel 61-A (NG) Simons/Coleman..
- AR080204.2 Denise to send approval notice to Simons & Coleman, 61-A (NG) based on approval conditions.
- AR080204.3 Denise to send approval notice to Marjorie Lombard 2-A, NG..
- AR080204.4 Cynthia to give Denise name of Bozeman water company that provides shared well agreement.
- AR080204.5 Denise to send approval notice to Mitchem, Tract 37-1E (SG)..
- AR080204.6 Denise to send letter to Johnston responding to his letters of 6/24/04 (mobile home) and 7/28/04 (gate response).
- AR080204.7 David to seek consultation from our attorney's re: Everett Johnston's gate.
- AR080204.8 ? to further research mobile home roof issue contained in Everett Johnston's 6/24/04 letter.
- RDWD080204.1 David will contact JT to arrange spraying.
- RDWD080204.2 David & JT to mow weeds on edges of Glastonbury roads
- RDWD080204.3 Denise to tell JT that Charlotte received weed complaints concerning Lot 11 (NG) and Lot 81 (SG).
- CP080204.1 Denise to write NGTC re: Rantalalo trailer.
- CP080204.2 Charlotte to ask Philip Hoag to contact Michael McCann regarding truck on Taurus Road.

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Glastonbury Landowners Association, Inc.
Board of Directors Meeting Agenda
August 2, 2004

1. Call to Order, Opening Prayer

2. Reading and Disposition of Minutes

June 7, 2004 Minutes

July 12, 2004 Minutes

3. General Business

3.1. Old Business

ACTION ITEM - 2004 Budget & Paving

ACTION ITEM - [Denise] Status of ltr to Church on easements for Sirius Way

3.2. New Business

GLA Newsletter (Ronda Alexander will be at meeting)

4. Report of Officers and Committees

4.1. Treasurer's Report – Cynthia Dodge-Blocker, Treasurer

4.1.1. Old Business

ACTION ITEM – Communicate with Title Co. regarding liens

ACTION ITEM – Send copies of L. Ullrich correspondence to Denise

4.1.2. New Business

4.2. Architecture Subcommittee Report – Jim Kozlik and Pamela May, Co-chairs

4.2.1. Old Business

ACTION ITEM – [Denise] Send approval form to Gelderloos re. shop addition

ACTION ITEM – [Denise] Send approval letter to Rakela for 56 NG

ACTION ITEM – [Pamela] Request parking plan from Kramer (22-E SG)

ACTION ITEM – [James] Send approval to Johnston re Building application

ACTION ITEM – [Denise] Send approval to Johnston re. gate across Hercules

ACTION ITEM – Order gate sign

ACTION ITEM – [Denise] Send approval to Downs re. mobile home application

ACTION ITEM – [Denise] Send approval notice to Kellys re. building application

ACTION ITEM – Review Johnston ltr re. enforcing mobile homes stds

4.2.2. New Business

Review construction application for 61-A (NG)/Robert Simons & Emily Coleman

Review new construction project (~~coming in mail~~) 2-ACVG, Mayjorie Lombard

4.3. Road & Weed Committee Report – Philip Hoag and JT Trisdale, Co-Chair

4.3.1. Old Business

ACTION ITEM – [JT] Send list of owners needing weed control to Denise

ACTION ITEM – [Denise] Draft letter to County re. weed control

ACTION ITEM – [JT] Determine cost of spraying for weeds this fall

4.3.2. New Business

Follow-up Report from Ronda Alexander re: Caspari Way

Glastonbury Landowners Association, Inc.
Board of Directors Meeting Agenda
August 2, 2004

- 4.4. Complaint Committee Report – Charlotte Mizzi – Chair**
 - 4.4.1 Old Business**
 - ACTION ITEM – *[David]* Status of Parcel 32 (NG) Ulrich
 - ACTION ITEM – *[David]* Status of removing rock pile above culvert
 - ACTION ITEM – *[Denise]* Determine Hansard new address
 - ACTION ITEM – Call NGTC re. Rantello's trailer
 - 4.4.2 New Business**
 - Revisit Dog Issue from March Mtg
- 4.5 Land Use Master Plan Committee Report – Charlotte Mizzi, Chair**
 - 4.5.1 Old Business**
 - 4.5.2 New Business**
- 4.6 Recreation Committee Report – Janet Naclerio – Chair**
 - 4.6.1 Old Business**
 - ACTION ITEM – Status Report on ability to become a charity organization
 - ACTION ITEM – Status of legal formation of PVRC
 - ACTION ITEM – *[Janet]* Filing Parcel 16A as part of Glastonbury
 - 4.6.2 New Business**
- 4.7 Web Site Committee Report - Edward Anderson, Chair**
 - 4.7.1 Old Business**
 - ACTION ITEM – Sending letters to Realtors *[Denise]*
 - 4.7.2 New Business**
- 4.8 Clean-up Committee Report –, Chair**
- 4.9 Ombudsman Report – Jeanie Campbell (SG) & Richard Johnson (NG)**
- 5 Other Business**
 - 5.1 Shelter Insurance *[Orlando]***
 - ACTION ITEM – List of point to consider regarding shelter insurance *[Orlando & Philip]*
 - 5.2 Including Parcels in GLA**
 - ACTION ITEM – Filing Resolution to include parcels 23-A SG & 14-A NG in Glastonbury
- 6 Next Meeting and Adjournment**

8/2/04 MTG

Glastonbury Landowners Association, Inc.
Balance Sheet
As of July 31, 2004

08/02/04

	<u>Jul 31, '04</u>
ASSETS	
Current Assets	
Checking/Savings	
1st National Bank Checking	11,217.97
1st National Bank Savings	<u>9,876.39</u>
Total Checking/Savings	21,094.36
Accounts Receivable	
Accounts Receivable	<u>78,269.23</u>
Total Accounts Receivable	78,269.23
Other Current Assets	
Undeposited Funds	<u>-573.50</u>
Total Other Current Assets	<u>-573.50</u>
Total Current Assets	98,790.09
Fixed Assets	
Paved Roads	<u>1.00</u>
Total Fixed Assets	<u>1.00</u>
TOTAL ASSETS	<u>98,791.09</u>
LIABILITIES & EQUITY	
Liabilities	
Long Term Liabilities	
Road Pavement Loan	<u>244,312.31</u>
Total Long Term Liabilities	<u>244,312.31</u>
Total Liabilities	244,312.31
Equity	
Beginning Balance	11,816.51
Opening Bal Equity	-244,401.10
Retained Earnings	55,400.66
Net Income	<u>31,662.71</u>
Total Equity	<u>-145,521.22</u>
TOTAL LIABILITIES & EQUITY	<u>98,791.09</u>

08/02/04

Glastonbury Landowners Association, Inc.
Income & Expense Budget Overview
 January through July 2004

	Jan - Jul '04	Budget	\$ Over Budget
Income			
1. General Income			
1. Church, for Road Paving Loan	1,143.48		
2. Interest Income	18.70		
4. Sanitation Bond Account	750.00		
1. General Income - Other	110.00		
Total 1. General Income	<u>2,022.18</u>	<u>44,257.50</u>	<u>-44,147.50</u>
2. Assessments			
02. Dwelling Assessment 1998	120.00		
03. Dwelling Assessment 1999	120.00		
04. Dwelling Assessment 2000	180.00		
05. Dwelling Assessment 2001	275.00		
06. Dwelling Assessment 2002	742.10		
07. Dwelling Assessment 2003	1,568.19		
08. Dwelling Assessment 2004	15,737.72		
09. Golden Age Village Assess	5,880.00		
10. Land Assessment 1998	120.00		
11. Land Assessment 1999	120.00		
12. Land Assessment 2000	180.00		
13. Land Assessment 2001	275.00		
14. Land Assessment 2002	982.09		
15. Land Assessment 2003	2,108.19		
16. Land Assessment 2004	27,320.90		
2. Assessments - Other	120.00		
Total 2. Assessments	<u>55,849.19</u>		
3. Late Fees/Finance Charges			
1. Finance Charges	609.06		
2. Five Percent Penalty	148.50		
Total 3. Late Fees/Finance Charges	<u>757.56</u>		
Total Income	<u>58,628.93</u>	<u>44,257.50</u>	<u>14,371.43</u>
Expense			
A. Business Expenses			
1. Banking Fees	25.00		
3. Licenses	15.00		
5. Rentals	115.00		
6. Sanitation Bond Refunds	250.00		
7. Taxes	50.00		
8. Refund on Overpayment	380.00		
A. Business Expenses - Other	0.00		
Total A. Business Expenses	<u>935.00</u>	<u>4,765.81</u>	<u>-4,765.81</u>
B. Office Expense			
1. Copying	872.50		
2. Postage	978.58		
3. Office Supplies	210.36		
4. Misc. Expenses	4,866.17		
5. Refreshments	286.49		
B. Office Expense - Other	0.00		
Total B. Office Expense	<u>7,214.10</u>	<u>1,283.31</u>	<u>-1,283.31</u>
C. Professional Fees			
1. Accountant	105.00		
2. Bookkeeper	1,935.50		
3. Legal Council			
3.1 PVRC	1,827.00		
3.2 48 NG Lawsuit	176.90		
3. Legal Council - Other	953.35		
Total 3. Legal Council	<u>2,757.25</u>		
4. Professional Fees	4,504.37		
5. Secretarial	4,554.00		
6. Treasurer	732.50		
7. Web Site	1,308.40		
C. Professional Fees - Other	0.00		
Total C. Professional Fees	<u>15,897.02</u>	<u>9,741.62</u>	<u>-9,741.62</u>
D. Road Repairs & Maintenance			
1. Loan Payment	15,112.64		
2. Road Maint.			
2.3. Weed Control	45.00		
2. Road Maint. - Other	3,050.00		
Total 2. Road Maint.	<u>3,095.00</u>		
4. Snow Removal			
4.1. Snow Plowing	1,552.50		

08/02/04

Glastonbury Landowners Association, Inc.
Income & Expense Budget Overview
 January through July 2004

	<u>Jan - Jul '04</u>	<u>Budget</u>	<u>\$ Over Budget</u>
4.2. Sanding	1,012.00		
Total 4. Snow Removal	2,564.50		
D. Road Repairs & Maintenance - Other	0.00	22,458.31	-22,458.31
Total D. Road Repairs & Maintenance	20,772.14	22,458.31	-1,686.17
E. General Expenses			
2. Equipment Repair & Maint.	120.00		
3. Miscellaneous	180.00		
E. General Expenses - Other	0.00	350.00	-350.00
Total E. General Expenses	300.00	350.00	-50.00
F. Misc. Projects			
1. Snow Plow/Sander Truck	4,811.44		
2. Master Plan			
2.3 Copies	45.96		
2.4 Contractors	372.00		
2. Master Plan - Other	148.00		
Total 2. Master Plan	565.96		
4. Recreation Area	182.23		
F. Misc. Projects - Other	0.00	5,658.31	-5,658.31
Total F. Misc. Projects	5,559.63	5,658.31	-98.68
H. Discount	437.50		
Total Expense	51,015.39	44,257.36	6,758.03
Net Income	7,613.54	0.14	7,613.40

2004 List of Delinquent Accounts-GLA

		Reminder letters sent to all on 5/25/04-must call for a payment plan to be mailed to them.				Signed	
Name	Parcel Number	Delinquent Amount	Current Amount Due	Total amount due	Paid in full	Payment Plan received-date	Payment amount
Cit Finance	SG-21-A		\$ 120.00	\$ 360.00	Paid in full		
Diehl, Denise	SG 25-D	\$ 318.11	\$ 240.00	\$ 558.11	Paid in full		
Dubiel, Gerald	NG32-B	\$ 162.80	\$ 240.00	\$ 502.80		5/21/04	\$ 50.00
Duke, Rosanne	NG33-C	\$ 284.88	\$ 240.00	\$ 524.88			
Eisvang, Jom	SG0-63	\$ 291.94	\$ 120.00	\$ 411.94			
Ryan Elvrom	NG-57-D	\$ 268.94	\$ 240.00	\$ 268.94	Paid in full	previous owner owes balance	
Hayward, Donald	SG-35C	\$ 683.03	\$ 360.00	\$ 1,043.03		form mailed	\$ 350.00
Irwin, Simeon	NG44-B	PAID	PAID	PAID	Paid in full		\$ 10.00
Kaminski, Norene	NG-10-B	\$ 172.60	\$ 240.00	\$ 412.60		6/17/04	\$ 138.00
Leykamm, Manfred	SG 55	\$ 268.80	\$ 240.00	\$ 508.80			
Lisota, Martin	SG50-A	PAID	\$ 240.00	\$ 240.00			
Mayer, Zygmund	NG 45	\$ 268.80	\$ 240.00	\$ 508.80			
Pinardo, Pedro	SG 32-C	\$ 254.89	\$ 240.00	\$ 494.89			
Simonson, Cathi	SG 25-E	PAID	\$ 240.00	\$ 240.00			\$ 230.87
Smith, William	NG42-A	PAID	\$ 240.00	\$ 240.00			
Smith, William	NG 54-A	\$ 82.62	\$ 120.00	\$ 202.62			
Smith, William	NG 55-A	\$ 491.11	\$ 120.00	\$ 611.11			
Ulrich, Linda	NG 33-F	PAID	\$ 212.00	\$ 212.00		4/6/04	\$ 100.00
Van Unden, Kevin	SG 46-A	\$ 299.89	\$ 240.00	\$ 539.89			

7/2/04
MTB

Glastonbury Landowners Association
Board Member Proxy Notification

I, Pamela May

Give my proxy to Cynthia Blocker

For the GLA Board of Directors Meeting on Aug. 2, 2004
date

Pamela May
signature

July 31, 2004
date

8/2/04 MTS

Charlotte Mizzi has my proxy for the GLA Meeting on Aug 2, 2004

Signed Edward J. Anderson
Edward J. Anderson

2004-09-13_BDGN.pdf

**Glastonbury Landowners Association
Board of Directors Meeting Minutes**

September 13, 2004

CONFIDENTIAL – DO NOT COPY

1. Call to Order, Prayer

The meeting was called to order by David Tonkin at 7:25 p.m., at Golden Ratio Woodworks. Charlotte gave the opening prayer.

PRESENT: David Tonkin (President), James Kozlik (Vice-President), Cynthia Blocker (Treasurer), Edward Anderson, Edwin Johnson, Charlotte Mizzi and James Trisdale (JT)

ABSENT: Janet Naclerio (Secretary), Philip Hoag, Orlando Johnson and Pamela May

PROXIES: Janet Naclerio to James Kozlik

ALSO ATTENDING: Denise Orr (GLA secretary)

2. Reading and Disposition of the Minutes General Business

June 7, 2004 Minutes

MOTION: Charlotte Mizzi motioned and Edward Anderson seconded to approve the June 7, 2004 meeting minutes as amended. Motion carried.

AMMENDMENT: James Kozlik motioned and James Trisdale seconded to amend the above motion by including the deleted contractor waiver and family conveyance paragraph on pg. 1, with corrections. Motion carried.

August 2, 2004 Minutes

The Board agreed that if, during the process of drafting the minutes, it appears there is a significant question in a motion's wording, the revised wording will be highlighted for board members to review.

MOTION: Charlotte Mizzi motioned and Edwin Johnson seconded to approve the August 2, 2004 meeting minutes as amended. Motion carried.

3. General Business

3.1 Old Business

ACTION ITEM - 2004 Budget: David presented the revised 2004 Budget. The Board discussed having a budget deficit of \$7,000 and how it might handle the expenses of road grading and weed spraying.

MOTION: Cynthia Blocker motioned and Charlotte Mizzi seconded to approve the new 2004 Budget as amended. Motion carried.

4. Report of Officers and Committees

4.1 Treasurer's Report: Cynthia Dodge-Blocker, Treasurer

Cynthia passed out "August 2004 Bank Transactions-Prepared September 13, 2004," "Balance Sheet As of August 31, 2004" and Income and Expense Budget Overview, January through August 2004."

Glastonbury Landowners Association
Board of Directors Meeting Minutes
September 13, 2004
CONFIDENTIAL - DO NOT COPY

4.1.1 Old Business

ACTION ITEM – Communicate with Title Co. regarding liens. Draft of letter done.

4.1.2 New Business

MOTION: Cynthia Blocker motioned and Charlotte Mizzi seconded to increase the 2005 assessments by 10% as allowed in the bylaws on land and dwelling assessments. Motion carried. (5 for, 1 against, 1 abstention.)

Board discussed that a letter announcing the assessment increase in 2005 should be sent out landowners.

4.2 Architecture Subcommittee Report: James Kozlik & Pamela May, Co-Chair

4.2.1 Old Business

ACTION ITEM – Request parking plan from Neil Kremer (22-E SG). David to call Neil.

ACTION ITEM – Review Everett Johnston 6/24/04 letter Re. Enforcing Mobile Home Standards. Sent to Master Plan Committee for review.

ACTION ITEM – Review Johnston Letter of 7/28/04 Re. Gate across Hercules.

David reported that our attorney advised the GLA that under no circumstance should the gate across Hercules be locked, but it would not be a problem if the gate remained closed.

MOTION: Edwin Johnston motioned and Cynthia Blocker seconded to grant Everett Johnston permission to keep the gate across Hercules closed, but under no circumstance may it be locked. The GLA will provide a sign and attach it to the gate. Motion carried.

4.2.1 New Business

66 (SG)/Michael Koltonow: Application for residence and other structure.

Board discussed application.

MOTION: Edwin Johnson motioned and Edward Anderson seconded to approve Michael Koltonow's application for a residence and an extension to the structure on 66 (SG) *on the condition* that the Architectural committee confirms or obtains: (1) electrical permit has been or will be obtained; (2) setback and distances for the location of the well and septic system meet our standards; (3) evidence of a septic system permit; (4) drawings or pictures of the proposed structure to confirm it meets the covenants; (4) if cordwood construction building is proposed, confirm it meets GLA understanding of its method of construction, and; (5) the disturbed land be reseeded. Transferring the \$250 bond from your application in 2000 will be approved when our Treasurer is able to determine that our records show this was submitted and not refunded. Motion carried.

Glastonbury Landowners Association
Board of Directors Meeting Minutes
September 13, 2004
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18-1A (SG), Neil Kremer: Application for construction of riding arena.

MOTION: Edwin Johnson motioned and James Kozlik seconded to approve Neil Kremer's riding arena on Lot 18-1A (SG) upon clarification the arena is being used for commercial or private purposes and there is adequate parking.

Board discussed.

AMMENDMENT: Edwin Johnson motioned and James Kozlik seconded that the above condition of approval be modified to read "upon the condition that Neil's application be modified to clarify (1) whether the Kremer's riding lesson business is for commercial (i.e. for the purpose of making money) or private purposes, and (2) the location of the parking space, and the number of spaces. The \$250 sanitation bond from Neil's previous application will be transferred to this new application. Amendment carried. Motion carried. (5 in favor and 2 opposed).

4.3 Road & Weed Committee Report: James Trisdale & Philip Hoag, Co-Chair

4.3.1 Old Business

ACTION ITEM – Send list of owners needing weed control to Denise. Done 9/13/04.

ACTION ITEM – *[Denise]* Draft letter to landowners re. weed control. In process.

4.3.2 New Business

Spraying Weeds JT reported that last month the weed sprayers advised him that spraying at this time would be less effective than spraying in the spring.

MOTION: Cynthia Blocker motioned and Edwin Johnson seconded that the GLA will spray the roads for which it is responsible in the spring of 2005. Motion carried.

4.4 Complaint Committee Report: Charlotte Mizzi, Chair

4.4.1 Old Business

ACTION ITEM – Status of Parcel 32 (NG) Ulrich. David reported that he and Penelope Price (hired to serve as a witness and mediation assistant) will meet with Ulrich to discuss a written clean-up plan (approved by our attorney) for Kathleen to sign. The plan will include the agreement that if the clean up is not completed within the stated time frame specified in the clean-up plan, the GLA will have the authority to complete the clean up and charge the expense to Ulrich. The Board agreed that the signed agreement should be picked up from Ulrich the day following the above meeting.

ACTION ITEM – *[David]* Status of removing rock pile above culvert. Tabled.

4.4.2 New Business

Revisit Dog Issue from March 2004 Meeting. Tabled.

Cristin Dhieux-Bray email Complaint of 8/29/04 Re: Problem with NG Dogs Off Leashes.

David reported that Philip Hoag suggested response was forwarded to Christin. (See attached)

Glastonbury Landowners Association
Board of Directors Meeting Minutes
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4.5 Land Use Master Plan Committee: Charlotte Mizzi, Chair and Orlando Johnson.

4.5.1 Old Business

ACTION ITEM – *Denise*] Status of Neighborhood Meetings minutes. In process.

4.5.2 New Business

4.6 Recreation Committee: Janet Naclerio, Chair; Edward Anderson

4.6.1 Old Business

ACTION ITEM – Status of legal formation of PVRC. No report.

ACTION ITEM – Filing Parcel 16A as part of Glastonbury. David reported that our attorney is working on filing.

4.7 Web Site Committee: Edward Anderson, Chair. No report.

4.8 Clean-up Committee: No report. .

4.9 Ombudsman Report: Jeanne Campbell (SG) Richard Johnson(NG). No report.

5. Other Business

5.1 Shelter Insurance [Orlando]

ACTION ITEM – List of point to consider regarding shelter insurance. No Report

5.2 Including Parcels in GLA

ACTION ITEM – Filing Resolution to include parcels 23-A SG & 14-A NG in Glastonbury.
No Report

5.3 Election Committee- Pamela May, Chair.

The Board agreed to contact landowners who may want to run for the Board in November. Denise will ask Pamela to e-mail the Board the names of landowners whom she has already contacted.

6. Next Meeting and Adjournment

The meeting was adjourned at 10:15 p.m. with no further business. The next meeting will be held October 4, 2004 at Golden Ratio Woodworks Cafeteria, 7 p.m.

Glastonbury Landowners Association
Board of Directors Meeting Minutes
September 13, 2004
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NEW ACTION ITEMS:

- TR091304 David and Cynthia to review draft of letter to title company. **Done**
- TR091304 Cynthia to draft a letter announcing assessment fees.
- TR091304 Cynthia to research how the 5% discount in 2004 impacted the GLA financially and present findings to the Board at the October 4 meeting.
- AR091304 David to contact Neil Kremer to request parking plan for meditation center.
Done
- AR091304 The Master Plan Committee will review enforcement of mobile home standards and propose a plan to the Board.
- AR091304 Denise to send Everett Johnston project approval re: gate across Hercules Road.
- AR091304 James Kozlik to contact Michael Koltonow concerning conditions of project approval.
- AR091304 Denise to send project application approval with conditions to Michael Koltonow, 66 (SG), after hearing back from James Kozlik regarding his contact with Michael.
- AR091304 David to contact Neil Kremer concerning modifications for his applications for: a meditation center and a riding arena. **Done**
- AR091304 Denise to send Neil Kremer project application approval for riding arena after David has confirmed modifications. **Done**
- MP091304 Denise to complete approved of neighborhood meeting minutes and sending to David.
- MP091304 Master Plan Committee to meet on October 15 to review neighborhood meeting proposals.
- EL091304 Denise to ask Pamela to (1) send to the Board the names of those she has contacted about potentially running for the Board in November, and (2) ask the Board to contact additional qualified landowners regarding running for the Board.

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Glastonbury Landowners Association, Inc.
Board of Directors Meeting Agenda
September 13, 2004

- 1. Call to Order, Opening Prayer**
- 2. Reading and Disposition of Minutes**
 - June 7, 2004 Minutes
 - August 2, 2004 Minutes
- 3. General Business**
 - 3.1. Old Business**
 - ACTION ITEM - 2004 Budget
 - 3.2. New Business**
- 4. Report of Officers and Committees**
 - 4.1. Treasurer's Report** – Cynthia Dodge-Blocker, Treasurer
 - 4.1.1. Old Business**
 - ACTION ITEM – Communicate with Title Co. regarding liens
 - 4.1.2. New Business**
 - 4.2. Architecture Subcommittee Report** – Jim Kozlik and Pamela May, Co-chairs
 - 4.2.1. Old Business**
 - ACTION ITEM – *[Pamela]* Request parking plan from Kramer (22-E SG)
 - ACTION ITEM – Review Johnston ltr re. enforcing mobile homes stds
 - ACTION ITEM – Johnston re. gate across Hercules
 - 4.2.1 New Business**
 - 4.3. Road & Weed Committee Report** – Philip Hoag and JT Trisdale, Co-Chair
 - 4.3.1. Old Business**
 - ACTION ITEM – *[JT]* Send list of owners needing weed control to Denise
 - ACTION ITEM – *[Denise]* Draft letter to landowners re. weed control
 - 4.3.2. New Business**
 - 4.4. Complaint Committee Report** – Charlotte Mizzi – Chair
 - 4.4.1. Old Business**
 - ACTION ITEM – *[David]* Status of Parcel 32 (NG) Ulrich
 - ACTION ITEM – *[David]* Status of removing rock pile above culvert
 - 4.4.2. New Business**
 - Revisit Dog Issue from March Mtg

Glastonbury Landowners Association, Inc.
Board of Directors Meeting Agenda
September 13, 2004

- 4.5. Land Use Master Plan Committee Report – Charlotte Mizzi, Chair**
 - 4.5.1. Old Business**

 - 4.5.2. New Business**
ACTION ITEM – *Denise*] Status of Neighborhood Meetings minutes.

- 4.6. Recreation Committee Report – Janet Naclerio – Chair**
 - 4.6.1. Old Business**
ACTION ITEM – Status of legal formation of PVRC

ACTION ITEM – *[Janet]* Filing Parcel 16A as part of Glastonbury

 - 4.6.2. New Business**

- 4.7. Web Site Committee Report - Edward Anderson, Chair**
 - 4.7.1. Old Business**

 - 4.7.2. New Business**

- 4.8. Clean-up Committee Report –, Chair**

- 4.9. Ombudsman Report – Jeanie Campbell (SG) & Richard Johnson (NG)**

- 5. Other Business**
 - 5.1. Shelter Insurance *[Orlando]***
ACTION ITEM – List of point to consider regarding shelter insurance *[Orlando & Philip]*

 - 5.2. Including Parcels in GLA**
ACTION ITEM – Filing Resolution to include parcels 23-A SG & 14-A NG in Glastonbury

 - 5.2 Election Committee *[Pamela]***

- 6. Next Meeting and Adjournment**

9/13/04

Glastonbury Landowners Association, Inc.

Balance Sheet

As of August 31, 2004

09/13/04

	<u>Aug 31, '04</u>
ASSETS	
Current Assets	
Checking/Savings	
1st National Bank Checking	12,221.09
1st National Bank Savings	<u>9,876.39</u>
Total Checking/Savings	22,097.48
Accounts Receivable	
Accounts Receivable	<u>69,409.21</u>
Total Accounts Receivable	69,409.21
Other Current Assets	
Undeposited Funds	<u>-573.50</u>
Total Other Current Assets	<u>-573.50</u>
Total Current Assets	90,933.19
Fixed Assets	
Paved Roads	<u>1.00</u>
Total Fixed Assets	<u>1.00</u>
TOTAL ASSETS	<u>90,934.19</u>
LIABILITIES & EQUITY	
Liabilities	
Long Term Liabilities	
Road Pavement Loan	<u>244,312.31</u>
Total Long Term Liabilities	<u>244,312.31</u>
Total Liabilities	244,312.31
Equity	
Beginning Balance	11,816.51
Opening Bal Equity	-244,401.10
Retained Earnings	54,800.49
Net Income	<u>24,405.98</u>
Total Equity	<u>-153,378.12</u>
TOTAL LIABILITIES & EQUITY	<u>90,934.19</u>

09/13/04

Glastonbury Landowners Association, Inc.
Income & Expense Budget Overview
 January through August 2004

	Jan - Aug '04	Budget	\$ Over Budget
Income			
A. General Income			
1. Church, for Road Paving Loan	1,143.48		
2. Interest Income	18.70		
4. Sanitation Bond Account	1,750.00		
A. General Income - Other	110.00	<u>50,580.00</u>	<u>-50,470.00</u>
Total A. General Income	3,022.18	50,580.00	-47,557.82
B. Assessments			
02. Dwelling Assessment 1998	120.00		
03. Dwelling Assessment 1999	120.00		
04. Dwelling Assessment 2000	304.00		
05. Dwelling Assessment 2001	395.00		
06. Dwelling Assessment 2002	1,122.18		
07. Dwelling Assessment 2003	2,236.40		
08. Dwelling Assessment 2004	17,841.66		
09. Golden Age Village Assess	5,880.00		
10. Land Assessment 1998	120.00		
11. Land Assessment 1999	120.00		
12. Land Assessment 2000	304.00		
13. Land Assessment 2001	515.00		
14. Land Assessment 2002	1,362.18		
15. Land Assessment 2003	2,896.39		
16. Land Assessment 2004	29,924.53		
B. Assessments - Other	120.00		
Total B. Assessments	63,381.34		
C. Late Fees/Finance Charges			
1. Finance Charges	1,140.14		
2. Five Percent Penalty	235.90		
Total C. Late Fees/Finance Charges	1,376.04		
Total Income	67,779.56	50,580.00	17,199.56
Expense			
A. Business Expenses			
1. Banking Fees	29.00		
2. Insurance	4,487.19		
3. Licenses	15.00		
4. Lien Filing	102.00		
5. Rentals	115.00		
6. Sanitation Bond Refunds	250.00		
7. Taxes	50.00		
8. Refund on Overpayment	410.00		
A. Business Expenses - Other	0.00	<u>5,446.64</u>	<u>-5,446.64</u>
Total A. Business Expenses	5,458.19	5,446.64	11.55
B. Office Expense			
1. Copying	872.50		
2. Postage	978.58		
3. Office Supplies	210.36		
4. Misc. Expenses	678.98		
5. Refreshments	286.49		
B. Office Expense - Other	0.00	<u>1,466.64</u>	<u>-1,466.64</u>
Total B. Office Expense	3,026.91	1,466.64	1,560.27
C. Professional Fees			
1. Accountant	105.00		
2. Bookkeeper	1,935.50		
3. Legal Council			
3.1 PVRC	1,627.00		
3.2 48 NG Lawsuit	176.90		
3. Legal Council - Other	953.35		
Total 3. Legal Council	2,757.25		
4. Secretarial	5,394.00		
5. Professional Fees	4,504.37		
6. Treasurer	732.50		
7. Web Site	1,308.40		
C. Professional Fees - Other	0.00	<u>11,133.28</u>	<u>-11,133.28</u>
Total C. Professional Fees	16,737.02	11,133.28	5,603.74
D. Road Repairs & Maintenance			
1. Loan Payment	22,668.96		
2. Road Maint.			
2.3. Weed Control	45.00		
2. Road Maint. - Other	3,050.00		
Total 2. Road Maint.	3,095.00		

09/13/04

Glastonbury Landowners Association, Inc.
Income & Expense Budget Overview
 January through August 2004

	<u>Jan - Aug '04</u>	<u>Budget</u>	<u>\$ Over Budget</u>
4. Snow Removal			
4.1. Snow Plowing	1,552.50		
4.2. Sanding	<u>1,012.00</u>		
Total 4. Snow Removal	2,564.50		
D. Road Repairs & Maintenance - Other	<u>0.00</u>	<u>25,666.64</u>	<u>-25,666.64</u>
Total D. Road Repairs & Maintenance	28,328.46	25,666.64	2,661.82
E. General Expenses			
2. Equipment Repair & Maint.	120.00		
3. Miscellaneous	180.00		
E. General Expenses - Other	<u>0.00</u>	<u>400.00</u>	<u>-400.00</u>
Total E. General Expenses	300.00	400.00	-100.00
F. Misc. Projects			
1. Snow Plow/Sander Truck	4,811.44		
2. Master Plan			
2.3 Copies	45.96		
2.4 Contractors	372.00		
2. Master Plan - Other	<u>148.00</u>		
Total 2. Master Plan	565.96		
4. Recreation Area	236.98		
F. Misc. Projects - Other	<u>0.00</u>	<u>6,466.64</u>	<u>-6,466.64</u>
Total F. Misc. Projects	5,614.38	6,466.64	-852.26
H. Discount	<u>437.50</u>		
Total Expense	<u>59,902.46</u>	<u>50,579.84</u>	<u>9,322.62</u>
Net Income	<u>7,877.10</u>	<u>0.16</u>	<u>7,876.94</u>

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Glastonbury Landowners Association
Board of Directors Meeting Minutes

October 4, 2004

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1. Call to Order, Prayer

The meeting was called to order by David Tonkin at 7:15 p.m., at Golden Ratio Woodworks. Pamela gave the opening prayer.

PRESENT: David Tonkin (President), James Kozlik (Vice-President), Janet Naclerio (Secretary), Cynthia Blocker (Treasurer), Edward Anderson, Orlando Johnson, Pamela May, and James Trisdale (JT)

ABSENT: Philip Hoag, Edwin Johnson, Charlotte Mizzi

PROXIES: Pamela May to Cynthia after 8:30 p.m.

ALSO ATTENDING: Denise Orr (GLA administrative secretary), Dan Blocker, Laura Boise, and Ronda Alexander.

2. Reading and Disposition of the Minutes General Business

September 13, 2004 Minutes

MOTION: Cynthia motioned and JT seconded to approve the September 13, 2004 meeting minutes as amended. Motion carried.

3. General Business. None

4. Report of Officers and Committees

4.1 Treasurer's Report: Cynthia Dodge-Blocker, Treasurer

Cynthia passed out "September 2004 Bank Transactions-Prepared September 26, 2004," "Balance Sheet As of September 30, 2004" and "Income and Expense Budget Overview January through September 2004."

Reminder from Cynthia to the Board: When submitting petty cash slips, please put the appropriate budget number on the slips.

4.1.1 Old Business

ACTION ITEM – Send letter to Title Co. regarding liens. Tabled.

ACTION ITEM – Draft letter re: increase in assessments. Tabled.

ACTION ITEM – Financial effect of 5% discount on assessments. Cynthia reported that she has not yet received all the research information from Clare.

4.2 Architecture Subcommittee Report: James Kozlik & Pamela May, Co-Chair

4.2.1 Old Business

ACTION ITEM – Request parking plan from N. Kremer for SG Teaching Center Meditation Building (22-E SG). Done. David reported that Neil's application is now approved based on his submittal of an acceptable parking plan.

**Glastonbury Landowners Association
Board of Directors Meeting Minutes**

October 4, 2004

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ACTION ITEM – Review E. Johnston letter re: enforcing mobile homes standards. Tabled because of Wallace's building application below.

ACTION ITEM – Revisit Johnston's gate across Hercules Road. The Board discussed the gate issue in detail.

MOTION: JT motioned and Orlando seconded to reject his request for a waiver for the gate and to take down the gate across Hercules Road.

AMENDMENT TO MOTION: JT motioned and James Kozlik seconded to send a letter to E. Johnston stating that since the gate is technically on GLA land, we exercise our easement right to require that Johnston remove the gate within 10 days of the date of our letter or the GLA will remove it for him. Amendment carried: 6 - in favor. 1 – opposed. Amended Motion carried unanimously.

ACTION ITEM – Status of Koltonow's project application. See "New Business" below.

ACTION ITEM - Status of Neil Kremer's Arena Application. Pamela reported that Neil responded to the GLA's request re: the specific purpose of the arena stating that he and Linda have a cottage industry for the purpose of offering riding lessons; there is adequate parking space. The conditions of the GLA's preliminary approval of Neil's application have been met.

4.2.1 New Business

Michael Koltonow, 66 (SG)/Wood Frame Building Construction Application

The Board discussed that Koltonow noted his request for application approval was "urgent" but there were a number of questions concerning his application that needed to be addressed before approval could be considered.

MOTION: James Kozlik motioned and Cynthia Blocker seconded to have a Board member visit Michael Koltonow and his construction site and report back to the Board the findings. The Board member will (1) Check out the power source; (2) Inquire if the 80'x 25' building will be inhabited; (3) Suggest that Michael might want to consider a different placement for the water tank; (4) Request verification of an electrical permit; (5) Request verification of a septic permit or that a licensed contractor installed the septic tank; (6) Inform Michael that our accounting department is in the process of researching a record of the \$250 reclamation bond which he claims to have submitted with his original application several years ago. Advise Michael that it would be helpful and speed up the process if he could provide a cancelled check or receipt. Motion carried.

Orlando agreed to visit Michael with the above information.

**Glastonbury Landowners Association
Board of Directors Meeting Minutes**

October 4, 2004

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Robert & Mary Wallace, 84-D SG, Subdivision and Home Construction Application

Subdivision Application: Board discussed this parcel which is owned by tenancy-in-common. Board discussed that it needs plat map and signatures of all of the tenants-in-common before reviewing further.

Home Construction Application:

MOTION: JT motioned and Orlando seconded that Wallace be informed that the GLA cannot fully evaluate his application until it receives: (1) A plat map showing preliminary lot lines indicating where the house will be situated; (2) The location of the well, septic system and set backs; (3) Specific clarification as to whether the Burns shelter is or is not tied into the septic system Wallace will be sharing, and an explanation as to whether or not the existing septic and well is a community septic and well or if they are for single family residents; and (4) Payment of \$250 for the sanitation bond is required. (The bond from the previous construction application cannot be transferred to this new project as that project has not been completed). Motion carried.

Jacob Meijer, Parcel 33 NG, Construction of Garage Application. It was noted that the garage has already been constructed.

MOTION: JT motioned and Orlando seconded to approve the garage with the condition that an electrical permit is obtained before electric work is started. Motion carried with one abstention.

Sabrina Hanan, Parcel 55 (NG), Construction of Home & Garage Application.

Board discussed.

MOTION: James Kozlik motioned and Edward Anderson seconded to approve Sabina Hanan's application for construction of home & garage on Parcel 55 (NG) with the following conditions: (1) the complete information on electrical and septic permits is submitted; (2) the disturbed land is reseeded after construction; and (3) the \$250 sanitation bond is submitted. Motion carried with one abstention.

Fire Hydrant at Capricorn and Venus: The rural Fire Dept. strongly urged Glastonbury to help install this hydrant to improve fire-fighting capabilities for homes in NG. The total cost for GLA, including installation, would be approximately \$2,500. The Fire Dept. is willing to pay for the hydrant and elbow at the bottom of the hydrant and has proposed that the GLA pays \$1,000-\$1,500 for installment plus \$1,000 for the "T" and shut off valve. The contractor who would do this job is Mike Graham. The hydrant installation was important even though it was not in our 2004 budget.

MOTION: Orlando motioned and Janet seconded to approve \$2,500 for the cost of installation. Motion carried.

Kathleen Ramp Application to Relocate Parcels 97/98 (SG) Road. David reported that Kathleen contacted him by phone prior to the meeting requesting approval to relocate her road to a location closer to the driveway on Parcel 95 where it ties into Hercules. Her current road

Glastonbury Landowners Association
Board of Directors Meeting Minutes
October 4, 2004
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moved Golmeyer Cr., which was not approved by the Department of Natural Resources and Conservation, and she needs to move it back. The Board agreed that David could meet with Kathleen on their behalf and workout the final details of the conditions for approval for the relocation of her road. The Board also agreed that our conditions of approval for the road (including that her road must meet all state requirements) should be documented in writing for Kathleen and our files.

Kathleen Ulrich, 32-D (NG)/ Application for Shed Construction and Setback Variance.
MOTION: Orlando motioned and JT seconded to approve Ulrich's shed construction and variance. Motion carried.

4.2 Road & Weed Committee Report: James Trisdale & Philip Hoag, Co-Chair

4.3.1 Old Business

ACTION ITEM – *[Denise]* Draft letter to landowners re: weed control. Done.

4.3.1 New Business

Guard posts for High South Glastonbury Fire Fighting Water Tank. David reported that we need to put up guard posts around the buried tank because people are parking over it and there is some cave-in occurring.

4.4 Complaint Committee Report: Charlotte Mizzi, Chair

4.4.1 Old Business

ACTION ITEM – Status of Parcel 32 (NG) Ulrich. David presented the 3-page clean-up plan that Ulrich signed on 10/4/04. The clean-up plan gives GLA the right to clean up if Ulrich fails to do so by the dates stated in the clean-up plan and charge her GLA's cost. David hopes to have community clean-up party on 10/16/04 at Ulrich's home.

MOTION: Orlando motioned and JT seconded to approve Ulrich's clean-up plan. Motion carried.

ACTION ITEM – *[David]* Status of removing rock pile above culvert. Tabled.

ACTION ITEM – Status of Hansard clean up. New phone number sent to P. Hoag to follow up with Hansard.

4.4.2 New Business

Cynthia/Daniel Blocker Complaint re: Barking Dogs & Eyesore on J. Trisdale Property. Board reviewed and discussed a written complaint submitted by Cynthia Blocker with both parties. It proposed forming a committee comprised of Orlando Johnson, James Kozlik and David to visit the property in question and to meet separately with each party – for the purpose of gathering facts. The Committee will then report its findings to the rest of the Board for final review. Both parties approved the committee members and their role in fact finding. The

**Glastonbury Landowners Association
Board of Directors Meeting Minutes**

October 4, 2004

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Board also requested that JT submit a written response to the Blockers' complaint to James Kozlik or David Tonkin within one week.

Revisit Dog Issue from March Meeting: Tabled.

Eleanor Schieffelin Letter Re: Complaint about Cars & Trailers on Parcel 38 NG. Tabled.

4.5 Land Use Master Plan Committee: Charlotte Mizzi, Chair and Orlando Johnson.

4.5.1 Old Business

ACTION ITEM – Status of Neighborhood Meetings minutes. Denise confirmed that the minutes will be transcribed and sent to attendees of meetings for approval.

4.6 Recreation Committee: Janet Naclerio, Chair; Edward Anderson

4.6.1 Old Business

ACTION ITEM – *[David]* Filing Parcel 16A as part of Glastonbury.

4.6.2 New Business

Status report on PVRC activities. Tabled.

4.7 Web Site Committee: Edward Anderson, Chair. No report.

4.8 Clean-up Committee: No report.

4.9 Ombudsman Report: Jeanne Campbell (SG) Richard Johnson (NG). No report.

5. Other Business

5.1 Shelter Insurance *[Orlando]*

ACTION ITEM – List of points to consider regarding shelter insurance *[Orlando & Philip]*. Tabled.

5.2 Including Parcels in GLA

ACTION ITEM – *[David]* Filing Resolution to include parcels 23-A SG & 14-A NG in Glastonbury. Tabled.

5.3 Election Committee: Pamela May, Chair.

ACTION ITEM – Status report. No report.

6. Next Meeting and Adjournment

Glastonbury Landowners Association
Board of Directors Meeting Minutes

October 4, 2004

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The meeting was officially adjourned at 10:06 p.m. (when quorum was not met) but continued on until 10:20 p.m. The next meeting will be held November 1, 2004 at Golden Ratio Woodworks Cafeteria, 7 p.m.

NEW ACTION ITEMS:

- AR100404.1 Send E. Johnston letter re: gate. **Done.**
- AR100404.2 Orlando to contact Koltonow re: new application. **Done**
- AR100404.3 Denise to write to Koltonow when Board grants final decision on his application.
- AR100404.4 Denise to write R. Wallace re: subdivision and home construction applications when Board comes to final decision re: his applications.
- AR100404.5 Denise to send Jacob Meijer garage approval.
- AR100404.6 Denise to send Sabrina Hanan approval for home & garage application.
- AR100404.7 David to contact Kathleen Ramp re: relocation of road and document approval agreement. **Done**
- AR100404.8 Denise to send approval to K. Ulrich for shed construction and variance.
- CP100404.1 Denise to send approval to K. Ulrich for her clean-up plan.
- CP100404.2 Orlando, James K. and David to gather facts on Blocker complaint, meet with 2 parties and report to Board. **Done**
- MP100404 Denise to send neighborhood meeting minutes to attendees for approval. **Done.**

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Glastonbury Landowners Association, Inc.
Board of Directors Meeting Agenda
October 4, 2004

- 1 Call to Order, Opening Prayer**
- 2 Reading and Disposition of Minutes**
September 13, 2004 Minutes
- 3 General Business**
 - 3.1 Old Business**
 - 3.2 New Business**
- 4 Report of Officers and Committees**
 - 4.1 Treasurer's Report** – Cynthia Dodge-Blocker, Treasurer
 - 4.1.1 Old Business**
ACTION ITEM – Send letter to Title Co. regarding liens - **Table**
ACTION ITEM – Draft letter re. increase in assessments - **Table**
ACTION ITEM – Financial effect of 5% discount on assessments
 - 4.1.2 New Business**
 - 4.2 Architecture Subcommittee Report** – Jim Kozlik and Pamela May, Co-chairs
 - 4.2.1 Old Business**
ACTION ITEM – *[David]* Status on parking plan from Kramer (22-E SG) **Done**
ACTION ITEM – *[David]* Review Johnston ltr re. enforcing mobile homes stds
ACTION ITEM – Revisit Johnston's gate across Hercules Rd
ACTION ITEM – Status of Koltonow's project application
ACTION ITEM – Status of Kremer's arena application
 - 4.2.1 New Business**
Wallace, 84 SG Subdivision & House application
Jacob Meijer, 33 NG Garage
Sabrina Hanan, 55 NG Home and garage
Fire Hydrant at Capricorn and Venus
Ramp road relocation
 - 4.3 Road & Weed Committee Report** – Philip Hoag and JT Trisdale, Co-Chair
 - 4.3.1 Old Business**
ACTION ITEM – *[Denise]* Draft letter to landowners re. weed control
 - 4.3.2 New Business**
Guard Posts for high south water tank
Guard posts for SG water reservoir
 - 4.4 Complaint Committee Report** – Charlotte Mizzi – Chair
 - 4.4.1 Old Business**
ACTION ITEM – *[David]* Status of Parcel 32 (NG) Ulrich

Glastonbury Landowners Association, Inc.
Board of Directors Meeting Agenda
October 4, 2004

ACTION ITEM – *[David]* Status of removing rock pile above culvert **Table**
ACTION ITEM – *[Denise]* Status of Hansard clean up

4.4.2 New Business

Revisit Dog Issue from March Mtg

4.5 Land Use Master Plan Committee Report – Charlotte Mizzi, Chair

4.5.1 Old Business

ACTION ITEM – *[Denise]* Status of Neighborhood Meetings minutes.

4.5.2 New Business

4.6 Recreation Committee Report – Janet Naclerio – Chair

4.6.1 Old Business

ACTION ITEM – *[David]* Status on filing Parcel 16A as part of Glastonbury

4.6.2 New Business

Status report on PVRC activities

4.7 Web Site Committee Report - Edward Anderson, Chair

4.7.1 Old Business

4.7.2 New Business

4.8 Clean-up Committee Report –, Chair

4.9 Ombudsman Report – Jeanie Campbell (SG) & Richard Johnson (NG)

5 Other Business

5.1 Shelter Insurance *[Orlando]*

ACTION ITEM – List of point to consider regarding shelter insurance *[Orlando & Philip]*

5.2 Including Parcels in GLA

ACTION ITEM – *[David]* Filing Resolution to include parcels 23-A SG & 14-A NG in Glastonbury

5.2 Election Committee *[Pamela]*

ACTION ITEM – Status report

6 Next Meeting and Adjournment

Oct 4, 2004
MTG MIN

Glastonbury Landowners Association, Inc.

Balance Sheet

As of September 30, 2004

10/04/04

	<u>Sep 30, '04</u>
ASSETS	
Current Assets	
Checking/Savings	
1st National Bank Checking	10,850.33
1st National Bank Savings	<u>9,876.39</u>
Total Checking/Savings	20,726.72
Accounts Receivable	
Accounts Receivable	<u>69,712.20</u>
Total Accounts Receivable	69,712.20
Other Current Assets	
Undeposited Funds	<u>-573.50</u>
Total Other Current Assets	<u>-573.50</u>
Total Current Assets	89,865.42
Fixed Assets	
Paved Roads	<u>1.00</u>
Total Fixed Assets	<u>1.00</u>
TOTAL ASSETS	<u>89,866.42</u>
LIABILITIES & EQUITY	
Liabilities	
Long Term Liabilities	
Road Pavement Loan	<u>244,312.31</u>
Total Long Term Liabilities	<u>244,312.31</u>
Total Liabilities	244,312.31
Equity	
Beginning Balance	11,816.51
Opening Bal Equity	-244,401.10
Retained Earnings	54,800.49
Net Income	<u>23,338.21</u>
Total Equity	<u>-154,445.89</u>
TOTAL LIABILITIES & EQUITY	<u>89,866.42</u>

to

Oct 4, 2004
MTB MIN

10/04/04

Glastonbury Landowners Association, Inc.
Income & Expense Budget Overview
January through September 2004

	<u>Jan - Sep '04</u>	<u>Budget</u>	<u>\$ Over Budget</u>
Income			
A. General Income			
1. Church, for Road Paving Loan	1,143.48		
2. Interest Income	18.70		
4. Sanitation Bond Account	1,750.00		
A. General Income - Other	<u>110.00</u>	<u>56,902.50</u>	<u>-56,792.50</u>
Total A. General Income	3,022.18	56,902.50	-53,880.32
B. Assessments			
02. Dwelling Assessment 1998	120.00		
03. Dwelling Assessment 1999	120.00		
04. Dwelling Assessment 2000	304.00		
05. Dwelling Assessment 2001	395.00		
06. Dwelling Assessment 2002	1,133.47		
07. Dwelling Assessment 2003	2,180.72		
08. Dwelling Assessment 2004	17,892.56		
09. Golden Age Village Assess	5,880.00		
10. Land Assessment 1998	120.00		
11. Land Assessment 1999	120.00		
12. Land Assessment 2000	304.00		
13. Land Assessment 2001	515.00		
14. Land Assessment 2002	1,493.46		
15. Land Assessment 2003	2,960.71		
16. Land Assessment 2004	29,895.42		
B. Assessments - Other	<u>120.00</u>		
Total B. Assessments	63,554.34		
C. Late Fees/Finance Charges			
1. Finance Charges	1,157.52		
2. Five Percent Penalty	<u>241.90</u>		
Total C. Late Fees/Finance Charges	1,399.42		
Total Income	67,975.94	56,902.50	11,073.44
Expense			
A. Business Expenses			
1. Banking Fees	29.00		
2. Insurance	4,487.19		
3. Licenses	15.00		
4. Lien Filing	452.14		
5. Rentals	115.00		
6. Sanitation Bond Refunds	250.00		
7. Taxes	50.00		
8. Refund on Overpayment	410.00		
A. Business Expenses - Other	<u>0.00</u>	<u>6,127.47</u>	<u>-6,127.47</u>
Total A. Business Expenses	5,808.33	6,127.47	-319.14
B. Office Expense			
1. Copying	872.50		
2. Postage	1,125.33		
3. Office Supplies	210.36		
4. Misc. Expenses	678.98		
5. Refreshments	286.49		
B. Office Expense - Other	<u>0.00</u>	<u>1,649.97</u>	<u>-1,649.97</u>
Total B. Office Expense	3,173.66	1,649.97	1,523.69
C. Professional Fees			
1. Accountant	105.00		
2. Bookkeeper	1,935.50		
3. Legal Council			
3.1 PVRC	1,627.00		
3.2 48 NG Lawsuit	176.90		
3.3 Ullrich	40.00		
3. Legal Council - Other	<u>953.35</u>		
Total 3. Legal Council	2,797.25		
4. Secretarial	6,366.00		
5. Professional Fees	4,570.37		
6. Treasurer	732.50		
7. Web Site	1,308.40		
C. Professional Fees - Other	<u>0.00</u>	<u>12,524.94</u>	<u>-12,524.94</u>
Total C. Professional Fees	17,815.02	12,524.94	5,290.08
D. Road Repairs & Maintenance			
1. Loan Payment	22,668.96		
2. Road Maint.			
2.3. Weed Control	45.00		
2. Road Maint. - Other	<u>3,050.00</u>		

10/14/04

Glastonbury Landowners Association, Inc.
Income & Expense Budget Overview
 January through September 2004

	<u>Jan - Sep '04</u>	<u>Budget</u>	<u>\$ Over Budget</u>
Total 2. Road Maint.	3,095.00		
4. Snow Removal			
4.1. Snow Plowing	1,552.50		
4.2. Sanding	<u>1,012.00</u>		
Total 4. Snow Removal	2,564.50		
D. Road Repairs & Maintenance - Other	0.00	<u>28,874.97</u>	<u>-28,874.97</u>
Total D. Road Repairs & Maintenance	28,328.46	28,874.97	-546.51
E. General Expenses			
2. Equipment Repair & Maint.	120.00		
3. Miscellaneous	272.00		
E. General Expenses - Other	<u>0.00</u>	<u>450.00</u>	<u>-450.00</u>
Total E. General Expenses	392.00	450.00	-58.00
F. Misc. Projects			
1. Snow Plow/Sander Truck	4,811.44		
2. Master Plan			
2.3 Copies	45.96		
2.4 Contractors	372.00		
2. Master Plan - Other	<u>148.00</u>		
Total 2. Master Plan	565.96		
4. Recreation Area	407.23		
F. Misc. Projects - Other	<u>0.00</u>	<u>7,274.97</u>	<u>-7,274.97</u>
Total F. Misc. Projects	5,784.63	7,274.97	-1,490.34
H. Discount	<u>437.50</u>		
Total Expense	<u>61,739.60</u>	<u>56,902.32</u>	<u>4,837.28</u>
Net Income	<u>6,236.34</u>	<u>0.18</u>	<u>6,236.16</u>

**Glastonbury Landowners Association
Board Member Proxy Notification**

I, Pamela May,

give my proxy to Cynthia Blocker

for the GLA Board of Directors Meeting on 10-4-04.
date

Pamela May
signature

10-4-04
date

after 8:30 p.m.

2004-11-01_BDGN.pdf

Glastonbury Landowners Association
Board of Directors Meeting Minutes
November 1, 2004
CONFIDENTIAL – DO NOT COPY

1. Call to Order, Prayer

The meeting was called to order by David Tonkin at 7:15 p.m., at Golden Ratio Woodworks. Philip gave the opening prayer.

PRESENT: David Tonkin (President), James Kozlik (Vice-President), Janet Naclerio (Secretary), Cynthia Blocker (Treasurer), Edward Anderson, Philip Hoag, Edwin Johnson, Orlando Johnson, Pamela May, Charlotte Mizzi and James Trisdale (JT).

ABSENT: All present.

PROXIES:

ALSO ATTENDING: Denise Orr (GLA administrative secretary), Laura Boise (landowner), Dan Blocker (landowner), and Ronda Alexander (landowner).

2. Reading and Disposition of the Minutes General Business
October 4, 2004 Meeting Minutes

MOTION: James Trisdale motioned and James Kozlik seconded to approve the October 4, 2004 Meeting Minutes. Motion carried with one abstention from Charlotte Mizzi.

3 General Business

3.1 Old Business

ACTION ITEM – [Denise] Status of list of all GLA motions. Tabled

ACTION ITEM – [Charlotte] Status of Robert Rules of Order. Tabled

4. Report of Officers and Committees

4.1 Treasurer's Report: Cynthia Dodge-Blocker, Treasurer

Cynthia passed out "October 2004 Bank Transactions-Prepared Oct. 30, 2004," "Balance Sheet As of Oct. 31, 2004" and "Income and Expense Budget Overview January through October 2004." Cynthia distributed "Liens Filed During the Watch of Cynthia Blocker, 10/31/04," which listed paid and unpaid liens.

4.1.1 Old Business

ACTION ITEM – Send letter to Title Co. regarding liens. Done

ACTION ITEM – Financial effect of 5% discount on assessments. Cynthia stated that Clare's research revealed that this discount was advantageous in that it brought in more assessment income earlier in the year than had ever been received in prior years. The Board discussed that the advantage of receiving this income early versus the cost of the discount to GLA was about equal. The Board agreed to again offer the 5% discount on assessments in 2005.

Glastonbury Landowners Association
Board of Directors Meeting Minutes
November 1, 2004
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4.1.2 New Business

Letter to Landowners concerning increase in assessments. David stated that the goal is to mail this letter to landowners by the end of November.

4.2 Architecture Subcommittee Report: James Kozlik & Pamela May, Co-Chair

4.2.1 Old Business

ACTION ITEM – Status re: Johnston letter - re: enforcing mobile homes stds. Done

ACTION ITEM – Send response re: Johnston's gate across Hercules Rd. Done

ACTION ITEM – Status of Koltonow's project application. Done

ACTION ITEM – Send response re: Wallace's building application (84 SG). Done

ACTION ITEM – Wallace's subdivision application (84 SG). Done

ACTION ITEM – Send response to Meijer re: garage application. Done

ACTION ITEM – Send response to Hanan re: house application. Done

ACTION ITEM – Send response to K. Ulrich re: shed application. Done

4.2.1 New Business

Review Proposed Fee Schedule for project applications. Cynthia distributed "Proposed Fee Schedule to Be Considered by the GLA Board" that is a compilation of suggestions from the architectural committee. James proposed that the project application fee (#8 on above proposed schedule) be doubled for project applications that are submitted *after* construction has taken place. Board discussed proposed fee schedule briefly and agreed to review it in its entirety at December meeting.

MOTION: Pamela motioned and James Kozlik seconded that a flat \$20 non-refundable fee be submitted with each project application, effective immediately.

Board discussion.

AMENDMENT: Orlando motioned and Philip seconded to amend the above fee of \$20 to \$25 and that there should be an increase in this fee every two years based on the cost of living index (rounded to the nearest dollar). This fee will be posted on our website and added to our project application materials. Amendment carried.

Motion carried.

Peter Duffy, 50-A (NG), Building Application. Application for replacing mobile home with construction of new home. Board reviewed.

MOTION: Pamela motioned and JT seconded to approve the application for replacing a mobile home with construction of a new home from Peter Duffy on Lot 50-A (NG) with the conditions: (1) An electrical permit is obtained; (2) Peter checks with the Sanitarian to confirm that his current septic system is adequate for 4 bedrooms; and (3) The land be reseeded after construction. Motion carried.

Glastonbury Landowners Association
Board of Directors Meeting Minutes
November 1, 2004
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South Glastonbury Teaching Center, 23A (SG), Application for extension of garage.
MOTION: Pamela motioned and Cynthia seconded to approve the SGTC's application for an extension of its garage on the conditions that an electrical permit be obtained and the \$250 sanitation bond be submitted. Motion carried.

Church Universal & Triumphant, 32-A and 33-A (NG), Application to replace water reservoir. Board reviewed.

MOTION: Pamela motioned and Philip seconded to approve the application from the Church Universal and Triumphant to replace their water reservoir supplying water to Golden Age Village with a new steel water tank with the condition that tall shrubs be planted to help conceal the tank. Motion carried with one abstention from Charlotte Mizzi.

Cargo Units on Paul Rantallo's Property, 30-E. Philip reported that Paul Rantallo has moved one or two red cargo units to the area where the just removed mobile home formerly resided.

MOTION: Charlotte motioned and JT seconded that the GLA write a letter to Paul Rantallo stating that he needs to submit a project application to the GLA for the placement of the cargo units on his property. Also, he needs to rectify the culvert situation. Motion carried.

4.3 Road & Weed Committee Report: James Trisdale & Philip Hoag, Co-Chair

4.3.1 Old Business

ACTION ITEM – [Denise] Draft letter to landowners re. weed control. Done

ACTION ITEM – [David] Review Road Maintenance plan. Tabled

4.3.1 New Business. None

4.4 Complaint Committee Report: Charlotte Mizzi, Chair

4.4.1 Old Business

ACTION ITEM – Review Blocker/Trisdale complaint David read the Ad Hoc Committee's report on findings concerning the complaint. The Board and both parties discussed the issue at length. The following actions were proposed as final solutions and accepted by both parties:

- (1) The trailer and GLA pickup with sander will be moved to the back of the Trisdale home;
- (2) The present location for storing the equipment is acceptable to both parties and new requests to change the location will not be given;
- (3) The GLA will provide two extension cords for winter plug-in of equipment and provide a neutral colored tarp to cover the hay; and
- (4) David will draw up a document, for each party's signature.

ACTION ITEM – [Denise] Send response to K. Ulrich re: clean-up plan. Done

ACTION ITEM – [David] Status of Parcel 32 (NG) Ulrich. David reported clean up has started.

Glastonbury Landowners Association
Board of Directors Meeting Minutes
November 1, 2004
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ACTION ITEM – [David] Status of removing rock pile above culvert. Tabled

ACTION ITEM – Status of Hansard clean up. David reported a final letter was recently sent to Hansard, 81 SG, requesting submittal of a clean-up plan or face legal action.

4.4.2 New Business

Revisit Dog Issue from March Mtg. Tabled

Everett Johnson complaint letter. Tabled

4.5 Land Use Master Plan Committee: Charlotte Mizzi, Chair and Orlando Johnson.

4.5.1 Old Business. None.

4.5.2 New Business.

Review changes to proposed Master Plan. David and Charlotte reported that the Committee has tallied the recommendations that were submitted by the neighborhood meeting and these recommendations will be presented at the Annual Meeting.

4.6 Recreation Committee: Janet Naclerio, Chair; Edward Anderson, Kristen Hardesty

4.6.1 Old Business

ACTION ITEM – [David] Filing Parcel 16A as part of Glastonbury. Received papers to file on Parcel 16A.

4.6.2 New Business

Status report on PVRC activities.

Formation of PVRC Articles without Authorization by PVRC or GLA Board and Election of new PVRC Board without due notification.

The Board's discussion on the above issues included the following: (1) The GLA leases the recreation land to the PVRC and the GLA needs to draw up a formal lease; (2) A review of Robert Wallace's e-mail letter of Oct. 31, 2004 concerning the same above issues and additional concerns. GLA will respond to Robert Wallace's letter stating that the Board is in the process of reviewing the issues he has raised in his letter; (3) Janet will acquire a copy of the Articles of Incorporation that Pouwel filed and give to the GLA Board to review; and (4) Orlando, James Kozlik, Janet and David will form a committee that will meet to compile the facts surrounding this issue; a couple of members of this committee will meet informally with the PVRC Committee on Wednesday evening to discuss the issues amicably and convey the information listed in the Motion (see below). Board stressed that discussion should include extending the GLA's gratitude to Pouwel for his service to the PVRC. (5) David will consult with our attorney regarding the quorum issue in the recent PVRC election.

MOTION: Orlando motioned and Cynthia seconded that the PVRC Committee should be told at their Wednesday, November 3rd meeting, to abate further action in the application of

**Glastonbury Landowners Association
Board of Directors Meeting Minutes
November 1, 2004
CONFIDENTIAL – DO NOT COPY**

incorporation until after the GLA reviews the incorporation papers and agrees on the action to be taken regarding this document. Motion carried.

MOTION: Edwin motioned and Philip seconded to table further discussion concerning the above issue until the fact-finding committee reports back to the GLA Board. Motion carried.

Request from Pouwel Gelderloos for PVRC financial statements. Board to review this request after meeting with PVRC takes place.

4.7 Web Site Committee: Edward Anderson, Chair. No report

4.8 Clean-up Committee: No report

4.9 Ombudsman Report: Jeanne Campbell (SG) Richard Johnson(NG) No report.

5. Other Business

5.1 Shelter Insurance [Orlando]

ACTION ITEM – List of points to consider regarding shelter insurance [Orlando & Philip.]
Tabled

5.2 Including Parcels in GLA

ACTION ITEM – [David] Filing Resolution to include parcels 23-A SG & 14-A NG in Glastonbury. Tabled

5.3 Election Committee [Pamela]

ACTION ITEM – Status report; Review Annual Meeting Agenda & Assignments

David reviewed the annual meeting agenda and the report he will give at that meeting. He requested the Board members, who will give reports at the meeting, to give Denise outlines or transcripts of their reports.

6. Next Meeting and Adjournment

The meeting was adjourned at 10:25 p.m. with no further business. The next meeting will be held on November 13, 2004 following the Annual Election Meeting at the Emigrant Hall. The following regularly scheduled meeting will be held on December 6, 2004 at Golden Ratio Woodworks Cafeteria, 7 p.m.

Glastonbury Landowners Association
Board of Directors Meeting Minutes
November 1, 2004
CONFIDENTIAL – DO NOT COPY

NEW ACTION ITEMS:

- TR110104 Cynthia: Notify landowners about 5% discount in assessments.
- TR110104 David to send letter in November to Landowners concerning increase in assessments.
- AR110104 Board to review proposed fee schedule for discussion at December meeting.
- AR110104 Denise to revise project applications to reflect new application fee and forward the information to Rudy for the website. Notify Pamela of new applications. **Done.**
- AR110104 Denise to send project approval to P. Duffy. **Done.**
- AR110104 Denise to send project approval to SGTC. **Done.**
- AR110104 Denise to send project approval to Church re: water reservoir. **Done.**
- AR110104 Denise to draft letter to Paul Rantallo. **Done.**
- CP110104 David to draft resolution agreement for Blocker and Trisdale. Provide materials to Trisdale. **Done**
- RC110104 Janet to acquire articles filed by Pouwel. for GLA Board review.
- RC110104 GLA Board to develop lease agreement with PVRC.
- RC110104 Fact-finding Committee, Orlando, James K., Janet and David, to meet to compile the facts surrounding PVRC issue and report to Board.
- RC110104 Members of Fact-finding Committee meet with the Recreation Committee. **Done**
- RC110104 David to consult with our attorney re: the quorum issue in the recent PVRC election
- RC110104 Denise draft response to Robert Wallace's letter re: PVRC. **Done.**
- EL110104 Board members who will speak at annual meeting to give Denise transcripts or outlines of their reports
- EL110104 Denise to send history of 2004 complaints to Charlotte. **Done.**

2004-11-01_BDGNAUX.pdf

Glastonbury Landowners Association, Inc.
Board of Directors Meeting Agenda
November 1, 2004

1. Call to Order, Opening Prayer

2. Reading and Disposition of Minutes

October 4, 2004 Minutes

3 General Business

3.1 Old Business

ACTION ITEM – [Denise] Status of list of all motions

ACTION ITEM – [Charlotte] Status of Robert Rules of Order

3.2 New Business

4 Report of Officers and Committees

4.1 Treasurer's Report – Cynthia Dodge-Blocker, Treasurer

4.1.1 Old Business

ACTION ITEM – Send letter to Title Co. regarding liens

ACTION ITEM – Financial effect of 5% discount on assessments

4.1.2 New Business

4.2 Architecture Subcommittee Report – Jim Kozlik and Pamela May, Co-chairs

4.2.1 Old Business

ACTION ITEM – Status re. Johnston ltr re. enforcing mobile homes stds

ACTION ITEM – Send response re. Johnston's gate across Hercules Rd

ACTION ITEM – Status of Koltonow's project application

ACTION ITEM – Send response re. Wallace's building application (84 SG)

ACTION ITEM – Wallace's subdivision application (84 SG)

ACTION ITEM – Send response to Meijer re. garage application

ACTION ITEM – Send response to Hanan re. house application

ACTION ITEM – Send response to K. Ulrich re. shed application

4.2.1 New Business

Review Proposed Fee Schedule for project applications

4.3 Road & Weed Committee Report – Philip Hoag and JT Trisdale, Co-Chair

4.3.1 Old Business

ACTION ITEM – [Denise] Draft letter to landowners re. weed control

ACTION ITEM – [David] Review Road Maintenance plan

4.3.2 New Business

Glastonbury Landowners Association, Inc.
Board of Directors Meeting Agenda
November 1, 2004

- 4.4 Complaint Committee Report** – Charlotte Mizzi – Chair
 - 4.4.1 Old Business**
 - ACTION ITEM – Review Blocker/Trisdale compliant
 - ACTION ITEM – *[Denise]* Send response to K. Ulrich re. clean-up plan
 - ACTION ITEM – *[David]* Status of Parcel 32 (NG) Ulrich
 - ACTION ITEM – *[David]* Status of removing rock pile above culvert
 - ACTION ITEM – Status of Hansard clean up
 - 4.4.2 New Business**
 - Revisit Dog Issue from March Mtg
 - Everett Johnson compliant ltr
- 4.5 Land Use Master Plan Committee Report** – Charlotte Mizzi, Chair
 - 4.5.1 Old Business**
 - 4.5.2 New Business**
 - Review changes recommended by committee & presentation at Annual Mtg
- 4.6 Recreation Committee Report** – Janet Naclerio – Chair
 - 4.6.1 Old Business**
 - ACTION ITEM – *[David]* Filing Parcel 16A as part of Glastonbury
 - 4.6.2 New Business**
 - Status report on PVRC activities
 - Formation of PVRC without authorization by PVRC or GLA Board
- 4.7 Web Site Committee Report** - Edward Anderson, Chair
 - 4.7.1 Old Business**
 - 4.7.2 New Business**
- 4.8 Clean-up Committee Report** –, Chair
- 4.9 Ombudsman Report** – Jeanie Campbell (SG) & Richard Johnson (NG)
- 5 Other Business**
 - 5.1 Shelter Insurance** *[Orlando]*
 - ACTION ITEM – List of points to consider regarding shelter insurance *[Orlando & Philip]*
 - 5.2 Including Parcels in GLA**
 - ACTION ITEM – *[David]* Filing Resolution to include parcels 23-A SG & 14-A NG in Glastonbury
 - 5.3 Election Committee** *[Pamela]*
 - ACTION ITEM – Status report; Review Annual Mtg Agenda & Assignments
- 6 Next Meeting and Adjournment**

Rec'd at 11/1/04
MTG.

Glastonbury Landowners Association, Inc.
Balance Sheet
As of October 31, 2004

11/01/04

	<u>Oct 31, '04</u>
ASSETS	
Current Assets	
Checking/Savings	
1st National Bank Checking	10,141.07
1st National Bank Savings	<u>9,876.39</u>
Total Checking/Savings	20,017.46
Accounts Receivable	
Accounts Receivable	<u>67,233.55</u>
Total Accounts Receivable	67,233.55
Other Current Assets	
Undeposited Funds	<u>-573.50</u>
Total Other Current Assets	<u>-573.50</u>
Total Current Assets	86,677.51
Fixed Assets	
Paved Roads	<u>1.00</u>
Total Fixed Assets	<u>1.00</u>
TOTAL ASSETS	<u>86,678.51</u>
LIABILITIES & EQUITY	
Liabilities	
Long Term Liabilities	
Road Pavement Loan	<u>244,312.31</u>
Total Long Term Liabilities	<u>244,312.31</u>
Total Liabilities	244,312.31
Equity	
Beginning Balance	11,816.51
Opening Bal Equity	-244,401.10
Retained Earnings	54,800.49
Net Income	<u>20,150.30</u>
Total Equity	<u>-157,633.80</u>
TOTAL LIABILITIES & EQUITY	<u>86,678.51</u>

Rec'd at 11/1/04
MJB

Glastonbury Landowners Association, Inc. Income & Expense Budget Overview

11/01/04

January through October 2004

	Jan - Oct '04	Budget		\$ Over Budget
Income				
A. General Income				
1. Church, for Road Paving Loan	1,143.48			
2. Interest Income	18.70			
4. Sanitation Bond Account	2,000.00			
A. General Income - Other	110.00	63,225.00		-63,115.00
Total A. General Income	3,272.18	63,225.00		-59,952.82
B. Assessments				
02. Dwelling Assessment 1998	120.00			
03. Dwelling Assessment 1999	120.00			
04. Dwelling Assessment 2000	304.00			
05. Dwelling Assessment 2001	515.00			
06. Dwelling Assessment 2002	1,202.50			
07. Dwelling Assessment 2003	2,286.75			
08. Dwelling Assessment 2004	18,623.82			
09. Golden Age Village Assess	5,880.00			
10. Land Assessment 1998	120.00			
11. Land Assessment 1999	120.00			
12. Land Assessment 2000	304.00			
13. Land Assessment 2001	635.00			
14. Land Assessment 2002	1,562.50			
15. Land Assessment 2003	3,093.35			
16. Land Assessment 2004	30,916.07			
B. Assessments - Other	120.00			
Total B. Assessments	65,922.99			
C. Late Fees/Finance Charges				
1. Finance Charges	1,184.62			
2. Five Percent Penalty	259.26			
Total C. Late Fees/Finance Charges	1,443.88			
Total Income	70,639.05	63,225.00		7,414.05
Expense				
A. Business Expenses				
1. Banking Fees	29.00			
2. Insurance	4,487.19			
3. Licenses	15.00			
4. Lien Filing	452.14			
5. Rentals	115.00			
6. Sanitation Bond Refunds	250.00			
7. Taxes	242.80			
8. Refund on Overpayment	410.00			
A. Business Expenses - Other	0.00	6,808.30		-6,808.30
Total A. Business Expenses	6,001.13	6,808.30		-807.17
B. Office Expense				
1. Copying	976.06			
2. Postage	1,279.95			
3. Office Supplies	259.06			
4. Misc. Expenses	678.98			
5. Refreshments	286.49			
B. Office Expense - Other	0.00	1,833.30		-1,833.30
Total B. Office Expense	3,480.54	1,833.30		1,647.24
C. Professional Fees				
1. Accountant	105.00			
2. Bookkeeper	2,936.50			
3. Legal Council				
3.1 PVRC	1,627.00			
3.2 48 NG Lawsuit	176.90			
3.3 Ullrich	480.00			
3. Legal Council - Other	953.35			
Total 3. Legal Council	3,237.25			
4. Secretarial	7,062.00			
5. Professional Fees	5,002.37			
6. Treasurer	732.50			
7. Web Site	1,308.40			
C. Professional Fees - Other	0.00	13,916.60		-13,916.60
Total C. Professional Fees	20,384.02	13,916.60		6,467.42
D. Road Repairs & Maintenance				
1. Loan Payment	22,668.96			
2. Road Maint.				
2.1 Misc. Maintenance	230.00			
2.3. Weed Control	45.00			
2. Road Maint. - Other	3,050.00			

Rec'd at 11/1/04 MKG

11/01/04

Glastonbury Landowners Association, Inc.
Income & Expense Budget Overview
January through October 2004

	<u>Jan - Oct '04</u>	<u>Budget</u>	<u>\$ Over Budget</u>
Total 2. Road Maint.	3,325.00		
4. Snow Removal			
4.1. Snow Plowing	1,552.50		
4.2. Sanding	1,012.00		
Total 4. Snow Removal	<u>2,564.50</u>		
D. Road Repairs & Maintenance - Other	<u>0.00</u>	<u>32,083.30</u>	<u>-32,083.30</u>
Total D. Road Repairs & Maintenance	<u>28,558.46</u>	<u>32,083.30</u>	<u>-3,524.84</u>
E. General Expenses			
2. Equipment Repair & Maint.	120.00		
3. Miscellaneous	272.00		
E. General Expenses - Other	<u>0.00</u>	<u>500.00</u>	<u>-500.00</u>
Total E. General Expenses	<u>392.00</u>	<u>500.00</u>	<u>-108.00</u>
F. Misc. Projects			
1. Snow Plow/Sander Truck	4,811.44		
2. Master Plan			
2.3 Copies	45.96		
2.4 Contractors	372.00		
2. Master Plan - Other	148.00		
Total 2. Master Plan	<u>565.96</u>		
4. Recreation Area	456.84		
F. Misc. Projects - Other	<u>24.68</u>	<u>8,083.30</u>	<u>-8,058.62</u>
Total F. Misc. Projects	<u>5,858.92</u>	<u>8,083.30</u>	<u>-2,224.38</u>
H. Discount	<u>437.50</u>		
Total Expense	<u>65,112.57</u>	<u>63,224.80</u>	<u>1,887.77</u>
Net Income	<u>5,526.48</u>	<u>0.20</u>	<u>5,526.28</u>

Proposed Fee Schedule to be considered by the GLA board				
				10/31/04
	description	Suggested Price # 1	Suggested Price # 2	boards decision
1	All fees non-refundable including a NON-REFUNDABLE SANITATION BOND			NEW IDEA
2	Building Permit-Dwelling over 200 sq ft.	\$ 150.00	\$ 100.00	
3	New roads (private ?)	\$ 150.00	\$ 100.00	
4	Driveways, Well, Septic	\$ 25.00	\$ 20.00	
5	Subdivisions	\$ 150.00	\$ 100.00	
6	Variance	\$ 25.00	\$ 20.00	
7	Well or septic or building additions	\$ 25.00	\$ 20.00	
8	Late fee for failure to provide application prior to starting projects. Requires immediate attention	\$ 50.00	In addition to regular fees	
9	Building permit that covers items 2,3,5,6 for non-commercial projects.	(separate fees would cost \$475) \$400	NEW IDEA	
10	Sanitation Bond-Will be in addition to fees above and will be non-refundable	\$ 250.00	\$ 250.00	In addition to all other fees
11	Mobile Home Replacement	\$ 150.00	\$ 100.00	
12	Commercial-or multi-lots--Other Construction Projects	\$ 500.00	\$ 250.00	
13	Dwelling Under 200 square feet	N/A	N/A	
14	Sign Permit	\$ 25.00	\$ 20.00	

15	Fee for montly payment plans/ per payment	\$	1.00	\$	1.00
16	Fee for quarterly payment/ per payment	\$	2.00	\$	2.00
17	Picking up stray dogs or animals	\$	50.00	\$	50.00
18	Fine for dogs & cats without rabies shots	\$	50.00	\$	50.00
19	Lien filing fee be raised on domestic owners	\$	55.00	\$	55.00
20	Lien filing fee be raised on international owners	\$	60.00	\$	60.00
21					
22	All fees non-refundable including NOW a NON-REFUNDABLE SANITATION BOND				
23	All fees above if not paid will be added to the assessment invoice. Penalties and interest will apply. If and when the balance due becomes greater than \$250.00 the standard lien process will become effective.				

The above list developed as a result of the budget shortfall and looking at means to increase the income for the GLA. We need to pay for professional fees sometimes to reach a decision before approving project applications. Many times multiple visits are required to a site and many telephone calls and time spent before a project is approved. Time is spent preparing copies, getting maps from the county recorder for the entire board to review. All this takes time and money. Previous boards just did not record, documents and follow-up on subdivisions and we were surprised when we had no documentation to support some subdivisions. This board has had to fill in the gaps and develop a process. This board has also lowered the trigger point for filing liens and has agreed to aggressively file liens when that trigger point is reached. Prior to a lien a three month collection process begins that also takes extra time and follow-up to an attempt to collect on these delinquent accounts. This is what is different than what was done previous to 2001. We therefore, have had more costs than we had in previous years. This list is an attempt to recover some of our costs of doing business.

Liens Filed during the watch of Cynthia Blocker

10/31/04 YELLOW NOT PAID

BLUE=PAID

Lien filed date	Name	Parcel no.	Amount	Date Paid	Lien Released date
October 7th 2002	Steven Burkley	SG76	\$ 1,365.93		
	William Davis	SG65	\$ 6,598.54		
	Louis Dofu	NG23	\$ 4,380.25		
	Dowbenko, Uri	NG 1-B	\$ 2,139.53		
	Kenneth Fraier	SG 31-E	PAID	10/28/02	Dec. 28, 02
	Kathy Garcia	NG 32-C	\$ 2,600.20		
Altegra Credit	Kenneth Green	NG48	\$ 4,409.37		
	William Holder	NG 39	\$ 4,879.54		
	Marlene LaShomb	SG84	PAID	5/10/04	May 19th 2004
	Manfred Leykamm	SG55	PAID	31-Dec-02	Jan. 02,2003
	Randolph A Mack	NG23-C	\$ 2,402.25		
	Alan, Maniaci	SG 78	\$ 1,763.55		
	Zygmund Mayer	NG 45	PAID	12/31/02	Jan. 02/2003
	Pedro Pinardo	SG 32-A	PAID	11/16/02	Dec02/2002
	Robert Quarles	NG 24B	\$ 2,600.20		
	Judith Schmidt/Roger V	SG 47	\$ 2,607.39		
	Robert Sherwood	SG 50B	\$ 1,941.87		
	Ronald Strykert	NG 31-E	PAID	Jan 7 2003	Jan 10th 2003
	Edward Tsuru	Sg 50-C	\$ 1,710.18		
Jan 10th 2003	Bank of NY	Sg 21-E	PAID	1/10/03	May 26th 2004
	William Neil Davis	NG43-3	\$ 1,377.10		
	Bernice Hazen	SG 25-E	PAID	transfer to Son	5/19/04
	John Hazen	Sg 25A	PAID	May 1st 2003	May 4th 2004
	Gail Louise Johnson	Sg-49	PAID	Aug , 17,2004	9/2/04
	Kenneth Mueller	SG-47	\$ 1,188.73		
	Lydia Pisani	SG-22-C	\$ 1,418.42		
	Carolyn Thorburn	SG-93-A	\$ 1,350.61		
	Roger Weise	SG-47	\$ 1,300.15		
July 30th 2003	Scott Pellet	SG 83	LOSS	SOLD before Lien was filed to Evertt Jc	
	Jorn Eisvang	SG 64	\$ 852.07		
	Robert Sherwood	SG 50 D	\$ 2,173.43		
	Craig Newhouse	NG-57-E-1	\$ 835.09		
	John Diaz	Sg 32-B	PAID	July 2nd 2004	July 12th, 2004 Title
	Chalice Well	SG 84	PAID	Sept 7 2003	Nov. 17, 2003
Mueller, Germain	Thomas Germaine	SG 24	\$ 1,277.46		
25-Aug-04	Roxanne Duke	NG33C	\$ 538.38		
	Eisvang, Jorn	SG63	\$ 170.82		
	Donald Hayward	SG35C	\$ 1,074.63		
	Manfred Leykamm	SG 55	\$ 522.89		
	Zygmund Mayer	NG 45	\$ 522.89		
Total			\$ 54,001.47	Outstanding debt	

2004-12-06_BDGN.pdf

Glastonbury Landowners Association
Board of Directors Meeting Minutes
December 6, 2004
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1. Call to Order, Prayer

The meeting was called to order by David Tonkin at 7:00 p.m., at Golden Ratio Woodworks. James gave the opening prayer.

PRESENT: David Tonkin (President), James Kozlik (Vice-President), Janet Naclerio (Secretary), Cynthia Blocker (Treasurer), Edward Anderson, Edwin Johnson, Allysa Angelis Allen, Ronda Alexander, Laura Boise, Joanna Snyder

ABSENT: Orlando Johnson, Charlotte Mizzi

PROXIES: Orlando to David; Charlotte to David

ALSO ATTENDING: Denise Orr (GLA administrative secretary), George Makris (Landowner), Kathleen Rakela (Landowner)

2. Reading and Disposition of the Minutes General Business. Tabled.

November 1, 2004.

3 General Business

3.1 New Business

A work sheet listing the officers and committee chairs to be elected was distributed to the Board and various Board members described the basic duties/responsibilities of each office or chair. Each Board member briefly described his/her skills/background and interest.

Elect New Officers –Board members nominated the following individuals to fill officer positions on the Board:

President: James Kozlik

Vice-President: Ronda Alexander

Treasurer: Cynthia Blocker

Secretary: Janet Naclerio

Elect Committee Chairs - Board members volunteered to fill the following positions:

Architectural: (NG) Ronda Alexander (Chair), Laura Boise

(SG) Alyssa Allen (Chair), Laura Boise

Road and Weed: Tabled.

Note: David reported that James Trisdale has agreed to be available as a consultant for this committee.

Recreation: Laura Boise, Edwin Johnson, Janet Naclerio & Edward Anderson (alternate); chair to be elected in January.

Complaint: Ronda Alexander (Chair), Joanna Snyder.

Master Plan: Laura Boise, Orlando Johnson, Charlotte Mizzi, David Tonkin; chair to be elected in January.

Website: Edward Anderson (Chair).

Clean-Up: Tabled

Database: Tabled

Glastonbury Landowners Association
Board of Directors Meeting Minutes
December 6, 2004
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Lessons learned regarding November 13, 2004 Annual Meeting:

Suggestions/Comments from the Board included:

- (1) Research should be done to determine if meeting could start before quorum is met.
- (2) To streamline the time it takes to count the votes, the following was suggested: absentee ballots received prior to the meeting should be registered/tallied before the meeting or the ballot table should count them and add them to the tally during the very beginning of the meeting *prior* to the time when attendees vote.
- (3) Board members regarding issues brought before the Board should always maintain confidentiality.
- (4) Committee Sign-up Sheets should be posted at the meeting for landowners who desire to volunteer to serve on GLA committees.

Things to consider as a Board Director: David distributed a list of 12 items. (Attached).

3.2 Old Business

ACTION ITEM – [Denise] Status of list of all motions. **Tabled.**

ACTION ITEM – [Charlotte] Status of Robert Rules of Order. **Tabled.**

4. Report of Officers and Committees

4.1.1 Treasurer's Report: Cynthia Blocker, Treasurer. Cynthia distributed "Balance Sheet as of December 5, 2004" and "Income and Expense Budget Overview; Jan. 1 through Dec. 5, 2004."

4.1.1 Old Business

ACTION ITEM – [Cynthia] Send letter notifying landowners of Jan. assessment discount. **Tabled.**

ACTION ITEM – [David] Send letter notifying landowners of assessment increase. **Tabled.**

4.1.2 New Business. No report.

4.2 Architecture Subcommittee Report:

4.2.1 Old Business

ACTION ITEM – [Board] Review Architectural fee schedule. **Tabled.**

4.2.2 New Business

Lot 20-A/ SG George Makris: Home Construction Application

MOTION: James Kozlik motioned and Edwin Johnson seconded to approve George Makris' home construction for Lot 20-A, South Glastonbury. Motion carried.

34-A/SG Roger Holmstrom: Request to Begin Process of Moving Earth Prior to Home Construction.

The Board discussed the application.

MOTION: James motioned and Edward seconded to give Roger Holmstrom permission to start moving earth. The Board recommends the fill doesn't exceed 2:1 slope to prevent it from causing run off problems. **Motion carried. (Cont. next pg)**

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Glastonbury Landowners Association
Board of Directors Meeting Minutes
December 6, 2004
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Roger Holmstrom, cont.

MOTION: Cynthia motioned and Joanna seconded to waive the \$25 application fee for Roger Holmstrom's home construction application (above) based on the fact that it was not necessary for him to submit an application for his request. **Motion carried.**

Parcel 54 (SG)/ Edwin Johnson Subdivision Application

Edwin reported that three years ago he submitted a family conveyance application to the County for Parcel 54 (SG) and it was approved. The Board reviewed the application and discussed with Edwin the concerns of a neighbor regarding a new driveway and the existing easement. Edwin stated that he has vacated the easement. He reviewed a detailed history of the issue regarding his neighbor and stated it is in the process of being resolved.

[Important Note: As of 1/10/05, the following motion was put on hold and therefore is not valid until the Board is ready to review and amend it. The Board has not given it's approval or disapproval; their decision is pending.]

MOTION: Cynthia motioned and Laura seconded to approve Edwin Johnson's application for subdivision of Parcel 54 on the condition that the existing easement is shown in writing on the subdivision, the easement is vacated and a permit is obtained from the county for the new driveway on 54-C. **Motion carried with three abstentions from Ronda, Joanna and Edwin.**

MOTION: Ronda motioned and Alyssa seconded to waive past assessments that would have been due to Edwin Johnson for his Parcel 54(SG) subdivision application. Assessments will be due from this date on. **Motion carried with abstention from Edwin.**

4.3 Road & Weed Committee Report

4.3.1 Old Business

ACTION ITEM – [David] Review letter to landowners re: weed control. **Tabled.**

ACTION ITEM – [David] Install guard posts around High South fire fighting water tank. **Tabled.**

4.3.1 New Business. None.

4.4 Complaint Committee Report:

4.4.1 Old Business

ACTION ITEM – [David] Status of Parcel 32 (NG) Ulrich. **Tabled.**

ACTION ITEM – [David] Status of removing rock pile above culvert. **Tabled.**

ACTION ITEM – [David] Status of Hansard clean up. David reported that Charlotte Mizzi (GLA Complaint Committee) sent a letter to Hansard (cc'd to our attorney), dated October 20, 2004, requesting a clean-up plan by November 20, 2004. The letter stated that the matter will be handed over to our attorney if we do not hear back from Hansard. As of this date, the GLA has not received a response from Hansard.

Glastonbury Landowners Association
Board of Directors Meeting Minutes
December 6, 2004
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ACTION ITEM – [David] Purchase extension cords and tarp for Trisdale. **Done.**

ACTION ITEM – [David] Response to Johnston complaint letter. **Done. Note: Additional issues in complaint letter will need to be researched. .**

4.4.2 New Business

Revisit Dog Issue from March 2004 GLA Board Meeting. Tabled.

Eleanor Schieffelin: Complaint Re: Excessive Vehicles on 38-A NG. Tabled.

Kathleen Rakela's Request for List of Petition Signers Re: Her Statues. (This petition was circulated prior to statues being vandalized). Kathleen attended the meeting to request the petition that was circulated about her statues and attached to the William and Cheryl Smith complaint about the statues in 2003. Kathleen stated that she was ready to file a suit against the GLA if the Board would not release the petition to her. The Board and Kathleen discussed her various concerns and asked her if she would be satisfied with receiving the petition with the names of the petition signers deleted. Kathleen stated that would be a good first step. Kathleen was told that the GLA would need to consult our attorney regarding the release of the petition without names and that we would get back to her with our response.

Ev. Johnston Complaint Letters of Nov. 11, 2004 Re: Gate. Tabled.

Ev. Johnston's Complaint Letter of November 10, 2004 re: his October 1, 2004 letter concerning mobile homes on Parcel 84. Tabled.

4.3 Land Use Master Plan Committee

4.5.1 Old Business

ACTION ITEM – [Charlotte] Status report. **No report.**

4.5.2 New Business. None

4.5.2 New Business

4.5 Recreation Committee: Janet Naclerio, Chair; Edward Anderson.
Status report on PVRC activities. **Tabled.**

4.6.1 Old Business

ACTION ITEM – [David] Filing Parcel 16A as part of Glastonbury. **Tabled.**

ACTION ITEM – [Janet] Obtain articles of incorporation. David reported that the GLA has not received the full document of the Articles of Incorporation that was filed by Pouwell Gelderloos. The document was not accepted by the State.

ACTION ITEM – [David] Status report of fact finding committee. **Tabled.**

Glastonbury Landowners Association
Board of Directors Meeting Minutes
December 6, 2004
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ACTION ITEM -- *[Janet]* Status of Powell's request for bank statements. **Tabled.**

4.6.2 New Business. No report.

4.6 Web Site Committee: Edward Anderson (Chair) **No report.**

4.6.1 Old Business.

4.6.2 New Business

New layout of Web page

4.8 Clean-up Committee: No report.

4.9 Ombudsman Report: Jeanne Campbell (SG) Penelope Price (NG) **No reports.**

5. Other Business

5.1 Shelter Insurance *[Orlando]*

ACTION ITEM – List of points to consider regarding shelter insurance *[Orlando]* **Tabled.**

5.2 Including Parcels in GLA

ACTION ITEM – *[David]* Filing Resolution to include parcels 23-A SG & 14-A NG in Glastonbury. **Tabled.**

6. Next Meeting and Adjournment

The meeting was adjourned at 10:45 p.m. with no further business. The next meeting will be held January 10, 2005 at Golden Ratio Woodworks Cafeteria, 7:00 p.m.

NEW ACTION ITEMS:

- GB120604.1 Board to decide upon committee members for Road and Weeds, Clean Up and Database at January 10, 2005 Board Meeting. Recreation Committee and Master Plan Committees to elect chairs within their committee
- GB120604.2 Denise to research and incorporate as appropriate lessons learned regarding November 13, 2004 Annual Meeting into GLA Election Procedures.
- AR120604.1 Denise draft/send project approval form to Lot 20-A/ SG George Makris. **Done.**
- AR120604.2 Denise draft/send project approval form and waiver of fee to 34-A/SG Roger Holmstrom. **Done.**
- AR120604.3 Denise draft/send project approval to Parcel 54 (SG)/ Edwin Johnson Subdivision application. (**Not completed** based on directive from Board members reviewing Lannes complaint).
- AR120604.4 Cynthia to inform Rudy regarding assessment fees information for Edwin Johnson.
- CP120604 David to consult our attorney regarding Kathleen Rakela's request for petition.

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Glastonbury Landowners Association, Inc.
Board of Directors Meeting Agenda
December 6, 2004

- 1. Call to Order, Opening Prayer**
- 2. Reading and Disposition of Minutes**
November 1, 2004 Minutes
- 3. General Business**
 - 3.1 New Business**
 - Elect New Officers
 - Elect Committee chairs
 - New Data Base Committee
 - Lessons learned regarding annual meeting
 - Things to consider as a Board Director
 - 3.2 Old Business**
 - ACTION ITEM – *[Denise]* Status of list of all motions
 - ACTION ITEM – *[Charlotte]* Status of Robert Rules of Order
- 4 Report of Officers and Committees**
 - 4.1 Treasurer's Report – Cynthia Dodge-Blocker, Treasurer**
 - 4.1.1 Old Business**
 - ACTION ITEM – *[Cynthia]* Send letter notifying landowners of 5% assessment discount.
 - ACTION ITEM – *[David]* Send letter notifying landowners of assessment increase.
 - 4.1.2 New Business**
 - 4.2 Architecture Subcommittee Report – Jim Kozlik and Pamela May, Co-chairs**
 - 4.2.1 Old Business**
 - ACTION ITEM – *[Board]* Review Architectural fee schedule
 - 4.2.1 New Business**
 - 4.3 Road & Weed Committee Report – Philip Hoag and JT Trisdale, Co-Chair**
 - 4.3.1 Old Business**
 - ACTION ITEM – *[David]* Review letter to landowners re. weed control
 - ACTION ITEM – *[David]* Install guard posts around High South fire fighting water tank
 - 4.3.2 New Business**
 - 4.4 Complaint Committee Report – Charlotte Mizzi – Chair**
 - 4.4.1 Old Business**
 - ACTION ITEM – *[David]* Status of Parcel 32 (NG) Ulrich
 - ACTION ITEM – *[David]* Status of removing rock pile above culvert
 - ACTION ITEM – *[David]* Status of Hansard clean up
 - ACTION ITEM – *[David]* Purchase extension cords and tarp for Trisdale
 - ACTION ITEM – *[David]* Respond to Johnson complaint letter. **Done**

Glastonbury Landowners Association, Inc.
Board of Directors Meeting Agenda
December 6, 2004

4.4.2 New Business

Revisit Dog Issue from March 2004 GLA Board Meeting .

Eleanor Schieffelin: Complaint Re: Excessive Vehicles on 38-A NG.

K. Rakela: Request for list of petition signers re.her statues. (Petition was circulated prior to statues being vandalized).

4.5 Land Use Master Plan Committee Report – Charlotte Mizzi, Chair

4.5.1 Old Business

ACTION ITEM – *[Charlotte]* Status report

4.5.2 New Business

4.6 Recreation Committee Report – Janet Naclerio – Chair

Status report on PVRC activities

4.6.1 Old Business

ACTION ITEM – *[David]* Filing Parcel 16A as part of Glastonbury

ACTION ITEM – *[Janet]* Obtain articles of incorporation

ACTION ITEM – *[David]* Status report of fact finding committee

ACTION ITEM – *[Janet]* Status of Powell's request for bank statements

4.6.2 New Business

4.7 Web Site Committee Report - Edward Anderson, Chair

4.7.1 Old Business

4.7.2 New Business

New layout of web page

4.8 Clean-up Committee Report –, Chair

4.9 Ombudsman Report – Jeanie Campbell (SG) & Richard Johnson (NG)

5 Other Business

5.1 Shelter Insurance *[Orlando]*

ACTION ITEM – List of point to consider regarding shelter insurance *[Orlando]* *[Table]*

5.2 Including Parcels in GLA

ACTION ITEM – *[David]* Filing Resolution to include parcels 23-A SG & 14-A NG in Glastonbury
[Table]

6 Next Meeting and Adjournment

GLA
THINGS TO CONSIDER

- Board mtgs. start at 7 and end at 10
- It is wise to limit ones discussion of items being discussed to relevant points and keep personal antidotes to a minimum to reduce the length of the minutes and to keep to the point.
- Board members are expected to read the meeting minutes to make sure they accurately represent what was decided at the previous meeting. Minutes are not meant to be a transcript of a meeting but rather to record decisions. On purpose, details are omitted from the minutes because unnecessary detail can be a liability in lawsuits. At the end of the minutes is a list of action items developed during the meeting. The person's name responsible for completing the action item is listed. The completed action items will be listed in the agenda sent out before each meeting and generally not discussed at the next meeting.
- An agenda is mailed out (usually dropped off at the EGS for pickup by the board member) one to two weeks before the next meeting. At the meeting additional items may be added and board members may request adding an addition item to the agenda. Because of time constraints, these items may not necessarily be addressed at that meeting but will be put on the next meeting agenda.
- The president chairs the meeting and is not allowed to vote except to break a tie.
- Abbreviated Robert Rules of Order generally apply. During discussion of items on the agenda, motions may be made indicating a decision by the board. The motion must be seconded before the board can/should discuss the motion. Any motion not seconded is not discussed. Once a motion is made it must be voted on or amended before moving to another motion. If an amendment is made it is first voted on, and if it passes then the amended motion is voted on. If it does not then the original motion is voted on. If the discussion on a motion becomes lengthily, a board member may "call" for a vote. Minor decisions may be made without a formal motion.
- Everyone is expected to give the opening prayer which should be generic.
- Everyone is expected to know the covenants. All decisions should be based on the covenants and adopted standards. Many times it is necessary to re-read the covenants or standards.
- Also, past decisions made by the board should be followed unless they are being overturned. We plan to have a list of past decisions for all board members in January.
- We should try to be non-bias when we are deliberating on a matter.
- Original incoming correspondence should be kept in our main files. The secretary should review outgoing correspondence before it is sent out. A copy of the **signed** correspondence should be sent to the main file.

GLA
THINGS TO CONSIDER

- Lists of landowners and their addresses are considered confidential. Therefore our database of landowners is reserved for Board of Directors only. The data base includes the parcel/tract/lot number, the size of the lot, how many votes the person has, whether it has been subdivided, and addresses, etc.

12/05/04

Glastonbury Landowners Association, Inc.
Balance Sheet
 As of December 5, 2004

	<u>Dec 5, '04</u>
ASSETS	
Current Assets	
Checking/Savings	
1st National Bank Checking	8,407.04
1st National Bank Savings	<u>7,737.49</u>
Total Checking/Savings	16,144.53
Accounts Receivable	
Accounts Receivable	<u>63,934.30</u>
Total Accounts Receivable	63,934.30
Other Current Assets	
Undeposited Funds	<u>-573.50</u>
Total Other Current Assets	<u>-573.50</u>
Total Current Assets	79,505.33
Fixed Assets	
Paved Roads	<u>1.00</u>
Total Fixed Assets	<u>1.00</u>
TOTAL ASSETS	<u>79,506.33</u>
LIABILITIES & EQUITY	
Liabilities	
Long Term Liabilities	
Road Pavement Loan	<u>227,330.70</u>
Total Long Term Liabilities	<u>227,330.70</u>
Total Liabilities	227,330.70
Equity	
Beginning Balance	11,816.51
Opening Bal Equity	-227,419.49
Retained Earnings	54,369.20
Net Income	<u>13,409.41</u>
Total Equity	<u>-147,824.37</u>
TOTAL LIABILITIES & EQUITY	<u>79,506.33</u>

12/05/04

Glastonbury Landowners Association, Inc.
Income & Expense Budget Overview
 January 1 through December 5, 2004

	Jan 1 - Dec 5, '04	Budget	\$ Over Budget
Income			
A. General Income			
1. Church, for Road Paving Loan	1,635.98		
2. Interest Income	38.84		
4. Sanitation Bond Account	2,500.00		
6. Rebate	-197.50		
A. General Income - Other	<u>110.00</u>	<u>70,567.26</u>	<u>-70,457.26</u>
Total A. General Income	4,087.32	70,567.26	-66,479.94
B. Assessments			
02. Dwelling Assessment 1998	120.00		
03. Dwelling Assessment 1999	120.00		
04. Dwelling Assessment 2000	331.02		
05. Dwelling Assessment 2001	550.89		
06. Dwelling Assessment 2002	1,226.61		
07. Dwelling Assessment 2003	2,563.63		
08. Dwelling Assessment 2004	20,331.70		
09. Golden Age Village Assess	5,880.00		
10. Land Assessment 1998	120.00		
11. Land Assessment 1999	120.00		
12. Land Assessment 2000	331.03		
13. Land Assessment 2001	670.90		
14. Land Assessment 2002	1,586.60		
15. Land Assessment 2003	4,025.09		
16. Land Assessment 2004	33,891.00		
B. Assessments - Other	<u>120.00</u>		
Total B. Assessments	71,988.47		
C. Late Fees/Finance Charges			
1. Finance Charges	1,268.50		
2. Five Percent Penalty	297.04		
Total C. Late Fees/Finance Charges	<u>1,565.54</u>		
Total Income	77,641.33	70,567.26	7,074.07
Expense			
A. Business Expenses			
1. Banking Fees	29.00		
2. Insurance	4,487.19		
3. Licenses	15.00		
4. Lien Filing	596.14		
5. Rentals	115.00		
6. Sanitation Bond Refunds	250.00		
7. Taxes	242.80		
8. Refund on Overpayment	410.00		
A. Business Expenses - Other	<u>0.00</u>	<u>7,598.94</u>	<u>-7,598.94</u>
Total A. Business Expenses	6,145.13	7,598.94	-1,453.81
B. Office Expense			
1. Copying	1,055.93		
2. Postage	1,248.10		
3. Office Supplies	340.66		
4. Misc. Expenses	728.98		
5. Refreshments	443.82		
B. Office Expense - Other	<u>4.81</u>	<u>2,046.20</u>	<u>-2,041.39</u>
Total B. Office Expense	3,822.30	2,046.20	1,776.10
C. Professional Fees			
1. Accountant	105.00		
2. Bookkeeper	2,457.00		
3. Legal Council			
3.1 PVRC	1,627.00		
3.2 48 NG Lawsuit	176.90		
3.3 Ulrich	480.00		
3. Legal Council - Other	<u>953.35</u>		
Total 3. Legal Council	3,237.25		
4. Secretarial	8,103.99		
5. Professional Fees	5,084.37		
6. Treasurer	732.50		
7. Web Site	1,462.18		
C. Professional Fees - Other	<u>0.00</u>	<u>15,532.72</u>	<u>-15,532.72</u>
Total C. Professional Fees	21,182.29	15,532.72	5,649.57
D. Road Repairs & Maintenance			
1. Loan Payment	30,149.89		
2. Road Maint.			
2.1 Misc. Maintenance	230.00		
2.3. Weed Control	<u>-2,060.00</u>		

12/05/04

Glastonbury Landowners Association, Inc.
Income & Expense Budget Overview
 January 1 through December 5, 2004

	<u>Jan 1 - Dec 5, '04</u>	<u>Budget</u>	<u>\$ Over Budget</u>
2. Road Maint. - Other	3,050.00		
Total 2. Road Maint.	1,220.00		
3. Road Grading	920.00		
4. Snow Removal			
4.1. Snow Plowing	1,552.50		
4.2. Sanding	1,012.00		
Total 4. Snow Removal	2,564.50		
D. Road Repairs & Maintenance - Other	0.00	35,809.10	-35,809.10
Total D. Road Repairs & Maintenance	34,854.39	35,809.10	-954.71
E. General Expenses			
2. Equipment Repair & Maint.	295.28		
3. Miscellaneous	272.00		
E. General Expenses - Other	0.00	558.06	-558.06
Total E. General Expenses	567.28	558.06	922
F. Misc. Projects			
1. Snow Plow/Sander Truck	4,811.44		
2. Master Plan			
2.3 Copies	45.96		
2.4 Contractors	372.00		
2. Master Plan - Other	148.00		
Total 2. Master Plan	565.96		
4. Recreation Area	481.94		
5. Water Reservoir	830.13		
F. Misc. Projects - Other	24.68	9,022.01	-8,997.33
Total F. Misc. Projects	6,714.15	9,022.01	-2,307.86
H. Discount	465.00		
Total Expense	73,750.54	70,567.03	3,183.51
Net Income	3,890.79	0.23	3,890.56

read Dec 6

Proposed Fee Schedule to be considered by the GLA board				
		Approved Fees BY GLA BOARD	Suggested Price # 1	Suggested Price # 2
1	(PROPOSAL) All fees non-refundable including a NON-REFUNDABLE SANITATION BOND-(EFFECTIVE IMMEDIATELY)			
2	Building Permit-Dwelling over 200 sq ft.	\$ 25.00	\$ 150.00	\$ 100.00
3	New roads (private ?)	\$ 25.00	\$ 150.00	\$ 100.00
4	Driveways, Well, Septic	\$ 25.00	\$ 25.00	\$ 20.00
5	Subdivisions	\$ 25.00	\$ 150.00	\$ 100.00
6	Variance	\$ 25.00	\$ 25.00	\$ 20.00
7	Well or septic or building additions	\$ 25.00	\$ 25.00	\$ 20.00
8	Late fee for failure to provide application prior to starting projects. Requires immediate attention	\$ 25.00	\$ 50-OR DOUBLE REG FEE	\$ 50.00 OR DOUBLE REG. FEE
9	Building permit that covers items 2,3,5,6 for non-commercial projects.	\$ 25.00	(separate fees would cost \$475) \$400	?
10	Sanitation Bond-Will be in addition to fees above and will be non-refundable	\$ 250.00	\$ 250.00	\$ 250.00
11	Mobile Home Replacement	\$ 25.00	\$ 150.00	\$ 100.00
12	Commercial-or multi-lots--Other Construction Projects	250.00	\$ 500.00	\$ 250.00
13	Dwelling Under 200 square feet	NA	N/A	N/A
14	Sign Permit	\$ 25.00	\$ 25.00	\$ 20.00

	description	Approved Fees BY GLA BOARD	Suggested Price # 1	Suggested Price # 2
15	Fee for montly payment plans/ per payment		\$ 1.00	\$ 1.00
16	Fee for quarterly payment/ per payment		\$ 2.00	\$ 2.00
17	Picking up stray dogs or animals		\$ 50.00	\$ 50.00
18	Fine for dogs & cats without rabies shots		\$ 50.00	\$ 50.00
19	Lien filing fee be raised on domestic owners		\$ 55.00	\$ 55.00
20	Lien filing fee be raised on international owners		\$ 60.00	\$ 60.00
21	STOP WORK/NOTICE TO BUILDER	?	?	?
22				
23				

All fees above if not paid will be added to the assessment invoice. Penalties and interest will apply. If and when the balance due becomes greater than \$250.00 the standard lien process will become effective.

The above list developed as a result of the budget shortfall and looking at means to increase the income for the GLA. We need to pay for professional fees sometimes to reach a decision before approving project applications. Many times multiple visits are required to a site and many telephone calls and time spent before a project is approved. Time is spent preparing copies, getting maps from the county recorder for the entire board to review. All this takes time and money. Previous boards just did not record, documents and follow-up on subdivisions and we were surprised when we had no documentation to support some subdivisions. This board has had to fill in the gaps and develop a process. This board has also lowered the trigger point for filing liens and has agreed to aggressively file liens when that trigger point is reached. Prior to a lien a three month collection process begins that also takes extra time and follow-up to an attempt to collect on these delinquent accounts. This is what is different than what was done previous to 2001. We therefore, have had more costs than we had in previous years. This list is an attempt to recover some of our costs of doing business.

Check Request

Today's Date: _____

Date Needed: _____

Requested By: _____

Please issue a check in the amount of \$ _____

Name: _____

Address: _____

City/State/Zip: _____

We are purchasing: _____

What should be done with this check? _____

Approvals:

Check Request

Today's Date: _____

Date Needed: _____

Requested By: _____

Please issue a check in the amount of \$ _____

Name: _____

Address: _____

City/State/Zip: _____

We are purchasing: _____

What should be done with this check? _____

Approvals:

----- Original Message -----

From: Charlotte Mizzi
Sent: Tuesday, November 30, 2004 10:48 AM
To: Denise Orr; Cynthia Blocker; Edward Anderson; Edwin Johnson; James Kozlik; Janet Naclerio; Joanna Snyder; Laura Boise; Orlando Johnson; Ronda Alexander; Alyssa Angelis Allen
Subject: RE: Memo to the GLA Board from David Tonkin

Hi All! I will be away for the meeting, on the east coast for an operation. I will still like to be the chair for the Master Plan committee. My vote for president is for David Tonkin and my vote with regards to the rest of the offices and committees goes with the majority. Wishing you all a Blessed Merry Christmas. Charlotte

-----Original Message-----

From: Denise Orr [mailto:denisemorr@msn.com]
Sent: Monday, November 29, 2004 10:12 PM
To: Cynthia Blocker; Edward Anderson; Edwin Johnson; James Kozlik; Janet Naclerio; Joanna Snyder; Laura Boise; Orlando Johnson; Ronda Alexander; Alyssa Angelis Allen; Charlotte Mizzi
Subject: Memo to the GLA Board from David Tonkin

To: GLA Board Members
From: David Tonkin
Date: November 29, 2004
Re: Filling GLA Board Offices and Committee Chair Positions

At the December 6th meeting, we will be voting on who from the GLA Board will fill the offices of President, Vice-President, Secretary and Treasurer *and* the chair positions for the Architectural, Road and Weed, Complaint, Master Plan, Recreation, Clean-up, and Web Site committees.

All offices and committee chairs are up for reassignment. Cynthia Blocker has expressed that she wants to hand over her position as Treasurer, which she has filled for the past three years, to someone else.

The Architectural Committee and Road and the Weed Committee are important committees that each require someone from North and South Glastonbury. Those serving as chairs on these committees ideally need to know something about building and construction. However, this year we don't have a lot of expertise in our Directors for these positions, so people will have to stretch their capacities.

In the coming week, please consider carefully the position(s) in which you would be willing to serve.