

Glastonbury Landowners Association, Inc.
Board of Directors - Meeting Agenda
June 12, 2017 – 7:00 pm

1. Call to Order

The meeting was called to order by Dennis at 7:01 p.m. at Emigrant Hall.

PRESENT: Dennis R. (President), Dan K. (Vice President), Mark S. (Treasurer), Charlene M. (Secretary), Newman B., Gerald D., Richard J., Leo K., Charlotte M., Kevin N.

ABSENT: Paul R.

Landowners: Donna A., Richard A., Ross B., Miriam B., Debbie B., Tim B., John B., John C., Claudette D., Micah D., Ed. D., Debbie D., Jose G., Deb H., Charlene K., Dorothy K., Michael L., Jerry L., George L., Michele M., Sally M., Tim M., Vern N., Fran N., Shannon O., Valery O., Jeff R., Wendy R., Chad S., Andrea S., Joe T., Linda U., Chris W., Ia W., Regina W., Walter W., Robert W., Mary W.

2. Commence Special Meeting

Regina W. was voted by the board to fill the SG director position vacated by Ed Dobrowski. Tally: 10 votes for Regina W.

3. Commence Regular Monthly Board Meeting

The regular meeting commenced at 7:12 p.m.

4. Set Agenda

5. Visiting Landowner Input Period

Chad S. NG 29 A & D, requested a list of landowners who may have received a financial reduction on their assessments and how much and he suggested a forensic audit of the books. Tim B. SG 88A, wanted the board to release the check registers every month. John B. SG 80, also wanted to know of any discounts.

6. Officer and Committee Reports

6.1 President's Report – DR

6.2 Project Review Committee Report – GD / KN

6.2.1 Maaik M. NG 51-A, Project Review, new home.

Waiting for landowner to submit final DEQ permit. No work can begin on her property until the permit is given to the board.

Motion: Kevin motioned and Gerald seconded the approval of the new home project on NG 51-A under the conditions that the board receive a new updated DEQ permit and an updated plot map which matched the original plot map supplied with the application; and that the landowner obtain electric and plumbing permits and reseed disturbed land. **Motion carried unanimously.**

6.2.2 High South Homes LLC, SG 84-D, project approved 2004

The 3 bedroom septic permit for the original mobile home in 1990 that was removed about 2004, was adequate for the new 3 bedroom house. The existing driveway was installed in 1990. The GLA came into being in 1997. No motion was needed.

6.6.3 George & Camille L. SG 41-D, Project Review, addition and setback variance

Kevin asked George L. if he sent a check for \$10 for the Variance H Form. George requested an email explaining the additional charge. All adjourning neighbors

approved the variance.

Motion: Leo motioned and Gerald seconded the approval of the addition, garage, shop, utility room on SG 41-D, and approve the setback variance at 37 feet rather than 50 feet subject to the removal of the current storage unit. The storage unit must be removed from the lot and the additional fee must be paid. Landowner must obtain any necessary permits and reseed disturbed land. **Motion carried unanimously.**

6.3 Treasurer's Reports – MS

6.3.1 Highlights: P&L, Bal. Sheet, Dep/Check Details, Customer Bal Sum. May 2017

Accounting fees totaled 50% of budget spent after 5 months of the year.

Action Item: *Mark to ask Micah if he invoiced the 2nd Quarter payment for GAV.*

6.3.2 Electronic Payment Option

Action Item: *Mark to continue to work on setting up the PayPal account.*

6.3.3 Accounting Updating

Action Item: *Mark to work with Micah on a schedule for updating the accounting interest and database address changes, etc.*

Motion: Leo motioned and Charlene seconded to rework the draft of statement verbiage by June 25 and vote by email vote to approve the new wording. **Motion carried unanimously.**

6.3.4 Park Electric auto payment, currently paid by check by the accountant.

Motion: Mark motioned and Charlotte seconded to set up an auto payment for the electric bill which would save \$1.50 on the bill and reduce accountant time and fees. **Motion carried unanimously.**

Action Item: *Mark to set up the auto payment.*

6.3.5 Mark resigned as treasurer at the end of the meeting.

Leo motioned and Mark seconded to elect Regina as the treasurer effective at the end of this meeting. **Motion carried** (10 in favor; 1 abstention- Regina).

6.4 Finance Committee Report – MS

6.4.1 Second Dwelling assessments

Action Item: *Mark will send four additional dwelling letters to landowners who may have a second dwelling: Constance B.C. SG 101, Neil and Linda K. SG 18-A, Paul R. NG 30-E, Leticia S. NG 28-A.*

Action Item: *Leo will research SG 57 lot numbers.*

6.4.2 Next steps for collection of delinquent accounts

Action Item: *Finance Committee will send a Delinquency letter from the Treasurer, sent by certified mail receipt.*

Action Item: *The Legal Committee will consult with Rick Landers on the contents of the Delinquency letter.*

6.5 Secretary's Report – CRM

6.5.1 Meeting Notes –

Discussed Meeting Notes.

Motion: Leo motioned and Kevin seconded that Kevin's Meeting Notes dated 6/7/2017 be added to the GLA records to be kept as working notes. **Motion failed** (5 in favor– Gerald, Richard, Leo, Kevin, and Dennis; 4 opposed– Newman, Dan, Charlotte, Charlene; 2 abstentions– Mark and Regina).

Motion: Kevin motioned and Leo seconded to create a meeting notes folder of working notes. Working notes would not be posted on the website. A Document Request form would be required to get these notes. Statements made at a public meeting may be put in the meeting notes folder. **Motion carried** (7 in favor– Gerald, Richard, Leo, Kevin, Mark, Regina, Dennis; 4 opposed– Newman, Dan, Charlotte, Charlene).

6.5.2 Confidential topics:

Secretary presented a reminder to Directors that we do not forward PR apps, drafts of minutes or procedures, employee issues, litigation, complaints on board emails as they are unofficial or issues to be handled privately.

6.5.3 Document Requests

Motion: Leo motioned and Mark seconded that Tim B. be allowed to receive agendas from 1997 to 2000 as per his Document Request, after the Admin Assistant has returned to work and Tim is billed for the time. **Motion carried** (10 in favor– Newman, Gerald, Richard, Leo, Charlotte, Charlene, Kevin, Mark, Regina, Dennis; 1 opposed– Dan).

Second Document Request of Tim B. For copies of voter sign-in sheets from 2014, 2015 and 2016 elections.

Discussed the Particularity of Purpose for Tim to receive the sign-in sheets was to build a case for or against cumulative voting for the election committee.

Motion: Charlene motioned and Dan seconded to not fill the document request for sign in sheets from 2014, 2015, 2016, and use “anonymous data” instead. **Motion carried** (7 in favor– Newman, Gerald, Richard, Dan, Charlotte, Charlene, Regina; 3 opposed Mark, Leo, Dennis; 1 abstention– Kevin).

6.6 Road and Weed Mgmt Committee Report – DR/RJ

6.6.1 Road policy draft

Motion: Richard motioned and Charlene seconded to send the draft for 30-day review.

Motion carried (10 in favor– Newman, Gerald, Richard, Leo, Charlotte, Charlene, Kevin, Mark, Regina, Dennis; 1 opposed– Dan).

Action Item: *Secretary to send out the draft for 30-day review, and let board members and landowners make comments during that time.*

6.6.2 Spring grading

Richard contacted three contractors: Standish Excavation, Gene Lembcke and Adkins Construction. The Road and Weed Committee recommended Adkins Construction. Mike Adkins will work with Dennis to inspect ditches and culverts. Adkins will provide proof of insurance.

6.6.3 NG paving repair

Richard repaired 3 potholes on NG pavement using cold patch. Richard needed more patch material to complete the work. Cost will be less than \$500.

6.6.4 CTA estimates

Committee felt the bids were very expensive and will not use the CTA Company but will wait to get advice from Mr. Nye, an engineer, in early July.

6.6.5 Weed control

Joanna D. will cut the weeds. The Board will evaluate the results of cutting the weeds instead of spraying them this year. A six-foot width on both sides of the platted roads

will be mowed. It was presented that no other bids were sought.

6.6.6 Signs, reflectors and snow fencing

Discussed how to attach reflectors to the T-Posts. Will use the white reflectors we have on hand.

Action Item: *Richard will follow up on the reflectors and the 25 MPH signs.*

6.6.7 Hercules erosion update

Discussed asking engineer, Mr. Nye, to look at it.

Action Item: Walter & Dennis will fill out the necessary forms with state water quality department located in the Forest Service building in Livingston.

6.6.8 Add Jeff R.

Motion: Dan motioned and Leo seconded to add Jeff R. to the road committee.

Motion passed unanimously.

6.7 Communications and Technology Committee Report – NB

6.7.1 Michele M. complaint 4/23/2017

This complaint involved GLA board members Charlotte M., Paul R., and Gerald D. and concerns of;

1. trespassing onto Michele's property during the construction of a greenhouse,
2. a conflict of interest between their roles as GLA board members
3. a violation of their fiduciary responsibilities as GLA board members.

Motion: Leo motioned and Kevin seconded that Charlotte M. and Paul R. be censured for their involvement with the greenhouse and not following their fiduciary responsibilities to the landowners. **Motion carried** (6 in favor– Gerald, Leo, Kevin, Mark, Regina, Dennis; 3 opposed– Newman, Dan, Charlene; 1 abstention– Richard; Charlotte recused herself).

President Dennis Riley stated no further GLA board action was appropriate or within the purview of the Board as the impacts from the trespass was a civil issue between the two landowners involved.

Action Item: *Leo will write the censure.*

Action Item: *Road and Weed Committee will finalize the letter to Leticia S. NG 28-A, regarding water drainage issue on Capricorn.*

6.7.2 Follow-up letter, dog barking complaint

Action Item: *Newman to finalize the follow up letter to include a timeline for a response from John C.*

6.7.3 B.E.E. Board Education and Ethics advisory group

Action Item: *Newman will discuss meeting times with the advisory group.*

6.7.4 Donna A. complaint 3/29/2017, resolution: public apology

Charlotte made a public apology to Leo and Leo accepted her apology.

6.8 Legal Committee Report – DR

6.8.1 Status of Sirius Road and easements

Discussed the need to work on exchanging easement locations for Aries Dr, obtaining an easement for Sirius Dr. from Aries toward the Post Office and determining where road maintenance obligations for residents of Taurus Rd will be conducted.

Motion: Leo motioned and Dan seconded that the GLA officially inform/notify Western Shamballa and Church Universal and Triumphant the GLA will not be maintaining Sirius Road from the intersection at Aries to Golden Age Village, nor Helios Way and Vesta Circle as they are not platted roads. **Motion carried unanimously.**

Action Item: *Leo will draft the letter to Western Shamballa Inc. and Church*

Universal and Triumphant.

6.9. Governing Documents Committee – LK

6.9.1 Covenant Enforcement Procedures

Action Item: *Leo will call a meeting of the committee.*

6.10 Election Committee Report – KN/CRM

6.11 Community Property Report

6.11.1 Add committee members

Motion: Dan motioned and Charlotte seconded that Dennis be added to the Community Property Committee. **Motion carried unanimously.**

Motion: Charlotte motioned and Newman seconded to add John Carp to the Community Property committee. **Motion carried unanimously.**

7. Approve Meeting Minutes, 05 08 2017,

Motion: Charlene motioned and Dan seconded to approve the meeting minutes of May 8, 2017.

Motion carried (10 in favor; 2 abstentions– Charlotte and Regina).

8. NG and SG Ombudsman Report

9. UNFINISHED BUSINESS

10. NEW BUSINESS

11. Visiting Landowner Input Period

12. Adjournment (10:00 p.m.)

The meeting was adjourned at 11:43p.m.

13. Next Board Meeting: July 17, 2017