

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

January 12, 2004

FINAL

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.

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.

Glastonbury Landowners Association
Board of Directors Meeting Minutes
January 12, 2004
FINAL
CONFIDENTIAL – DO NOT COPY

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 Rantallo 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 Pinaro’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) Sudivision Application/Marjorie Lombard.

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

Glastonbury Landowners Association
Board of Directors Meeting Minutes
January 12, 2004
FINAL
CONFIDENTIAL – DO NOT COPY

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.

Glastonbury Landowners Association
Board of Directors Meeting Minutes
January 12, 2004
FINAL
CONFIDENTIAL – DO NOT COPY

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

Glastonbury Landowners Association
Board of Directors Meeting Minutes
January 12, 2004
FINAL
CONFIDENTIAL – DO NOT COPY

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

Glastonbury Landowners Association
Board of Directors Meeting Minutes
January 12, 2004
FINAL
CONFIDENTIAL – DO NOT COPY

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 Rantalalo for clarification re: removal of trailer. **Done**
- AR011204.3 Denise to send letter to Pedro Pinaro 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**

Glastonbury Landowners Association
Board of Directors Meeting Minutes
January 12, 2004
FINAL
CONFIDENTIAL – DO NOT COPY

- 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.