

Glastonbury Landowners Association
Board of Directors Meeting Minutes

April 5, 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. 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.

Glastonbury Landowners Association
Board of Directors Meeting Minutes
April 5, 2004
CONFIDENTIAL – DO NOT COPY

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.

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

April 5, 2004

CONFIDENTIAL – DO NOT COPY

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.

Glastonbury Landowners Association
Board of Directors Meeting Minutes
April 5, 2004
CONFIDENTIAL – DO NOT COPY

(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.

Glastonbury Landowners Association
Board of Directors Meeting Minutes
April 5, 2004
CONFIDENTIAL – DO NOT COPY

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

Glastonbury Landowners Association
Board of Directors Meeting Minutes
April 5, 2004
CONFIDENTIAL – DO NOT COPY

- 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.