

**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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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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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

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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

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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 Rantalalo 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.