

**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; (2) When a Board member requests that an item be placed on the agenda, it should be included on the agenda for the next meeting; (3) 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; (4) The above information will be conveyed to new Board members at the beginning of their terms; (5) 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

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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.

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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: Rantallos trailer.
- CP080204.2 Charlotte to ask Philip Hoag to contact Michael McCann regarding truck on Taurus Road.