

**Glastonbury Landowners Association, Inc.**  
**Board of Directors Meeting Minutes – Draft**

April 2, 2007

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1. **Call to order and opening prayer.** The meeting was called to order by Laura Boise at 7 p.m., at Golden Ratio Woodworks in Emigrant.  
**PRESENT:** Laura Boise (President), Tim Brockett (Vice-President), Janet Naclerio (Secretary), Charlene Murphy (Treasurer), Gerald Dubiel, Dan Kehoe (left at 9:30 p.m./proxy to Neil), Eleanor Scheffelin (replacement), Edward Anderson (left at 10:30, gave proxy to Charlotte), Charlotte Mizzi, Paul Ranttalo, William Smith and Rich Spallone.  
**ABSENT:** Orlando Johnson  
**ALSO ATTENDING:** Denise Orr (GLA Administrative Secretary); **Landowners:** Robert Wallace, Ian Scott and Alyssa Angelis.
  
2. **Set Agenda**
  
3. **Treasurers' Report – Charlene Murphy**
  - 3.1 **Monthly Reports:** Charlene reviewed “Check Detail, March 2007” and “Check Deposit, March 2007” and the “2007 Budget Variance Report, January – March 2007.”  
**UNANIMOUS AGREEMENT:** The Board agreed to accept the above reports.
  
  - 3.2 **Update re: potential liens**

Charlene reviewed status of old liens and reported that 15 new 60-day lien warning letters were sent out to landowners /past due assessments of \$264 or more. 6 landowners have responded as of 4/2/07.
  
  - 3.3 **Discuss possible use of collection agency or other solutions**

Discussion included reasons why 20 landowners w/liens have not paid assessments (eg. Hardship cases; refusal to pay out of protest, etc.) and contacting these landowners to negotiate payment plans. Laura volunteered to call landowners.  
**ACTION ITEM:** Charlene/Tim – bring a proposal concerning how the GLA can approach collection of past due assessment to the Board at the May meeting.
  
  - 3.4 **Update on Insurance**

Charlene reviewed information on insurance for the GLA. See “Treasurer’s Report, April 2, 2007” that Charlene distributed to Board members.
  
  - 3.5 **Bookkeeper Resignation** (*added to agenda*)

Ronda Alexander is resigning from the bookkeeper position due to health issues. She is willing to continue as bookkeeper until a replacement is found and trained.  
Discussion included sending out an announcement w/job description to the community.
  
4. **Officers' Reports**
  - 4.1 **Executive Committee – LB, TB, JN, CRM**
    - 4.1.1 **Procedure/flowchart for routing landowner concerns. Tabled**
  
    - 4.1.2 **Read Mike Inman’s letter about the County’s position on the road easement issue – LB**

Tim reviewed the April 2, 2007 Park County Memo.  
**ACTION ITEM:** Tim – Research & get clarification re: the Park County memo and report back to the Board.  
Discussion was continued in agenda item 5.1.2 below.
  
    - 4.1.3 **Update on PVRC Bylaws**

Discussion.  
**ACTION ITEM:** Board – send final input to Laura PVRC Committee.

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**ACTION ITEM:** Laura – send proposed Bylaws to Board once final input is received.

**4.1.4 Discuss whether it's necessary to hold a special Board meeting to review the allegations made at 3/24/07 Master Plan meeting – TB**

Tim reviewed a “fact sheet” that he compiled concerning allegations made by Robert Wallace regarding Tim’s alleged threat to sue him over Covenant violations by tenants-in-common on Robert’s Parcel 84 (SG). Tim reviewed that he had actually told Robert that a neighbor may sue him concerning these violations. Robert Wallace explained his side of the story. He also stated he had emailed his tenants-in-common to handle Covenant violations on Parcel 84 (SG), but that he didn’t assume responsibility for those violations. Robert questioned whether Tim should remain as a Board member as he felt that Tim had threatened him none-the-less. Ian Scott asked the Board for Tim’s resignation. Discussion. Robert Wallace stated he didn’t want to pursue the above issue and deferred to the GLA Board regarding Tim’s position on the Board.

**UNANIMOUS AGREEMENT:** The Board agreed that it would not hold a special meeting or to pursue the issues associated with the above dispute.

**5. UNFINISHED BUSINESS - Committee Reports**

**5.1 Project Review– TB/RS**

**5.1.1 Parcel 40-B (SG) – R. Wallace Home Construction**

Tim reviewed how this application had been put on hold at the March 5, 2007 board meeting because Robert had not fulfilled the preliminary review conditions regarding his driveway on 40-C (SG) that he had agreed to fulfill on October 10, 2006. Since the March 5, 2007 meeting, Robert has fulfilled the requirements and meets the preliminary review conditions. Discussion re: 40-C and 40-B (SG) applications.

**MOTION:** Tim motioned and Rich seconded to approved Robert Wallace’s 40-B (SG) construction application for a home, driveway and septic system with the following conditions: (1) Necessary septic permit is obtained prior to septic system construction; (2) Necessary electrical permit is obtained prior to electrical work starting; (3) That a plumbing permit is obtained prior to plumbing system construction; (4) That disturbed land be reseeded after construction and before the house is sold; (5) That a well application be submitted and approved before well drilling commences, and; (6) That the center of the house be located at N 45 degrees 19.647 minutes and W 110 degrees 48.604 minutes.

Discussion.

**Motion Carried Unanimously.**

**5.1.2 Create a Committee to begin Researching the Public Road Easement - NK**

Discussion. The Board agreed to have Neil, Rich, Tim and William create a temporary committee to research the public road easement issue.

**ACTION ITEM:** Temporary Public Road Easement Research Committee – Meet with Mark Hartwig, attorney, to determine how to contact landowners about this issue. Bring recommendations and proposals to the next Board meeting.

**5.1.3 Revisit 3/5/07 processing applications w/Covenant violations motion, etc. - TB**

The Board reviewed and discussed Tim’s motion from the March 5, 2007 Board Meeting and his drafted motion dated April 2, 2007 (below) which he emailed and also distributed to the Board.

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**“Motion and Proposed Procedure for How the GLA Handles Applications for Landowners with Violations” April 2, 2007, authored by Timothy Brockett**

In keeping with Section 3:19 of the Glastonbury Covenants, a landowner shall be in compliance with the GLA Covenants, Standards, preliminary project review approval conditions and Master Plan for all structures and improvements to their property before receiving approval for a new project. In the case where a clear violation does exist, the landowner shall make a good faith effort to rectify the violation.

**PROCEDURE:**

- 1) The Project Review Committee presents the application to the Board and provides documentation of the Covenant and/or other violation (s) as detailed in the above motion. Documentation may include photos and letters of complaint submitted by nearby landowners to the Board and any letters sent by the Board to the landowner regarding the violation (s).
- 2) The Board reviews the information to determine if the application should be put on hold until the landowner has made a “good-faith effort” to correct any clear violation(s) of the Covenants, Standards, Master Plan, etc. A vote by the Board shall follow.
- 3) If the Board determines that the application shall be put on hold, then the following steps shall take place:
  - a) The Board shall discuss possible action that it will recommend be taken to correct the violation(s), considering what is reasonable and feasible for the particular situation.
  - b) A letter shall be written from the Project Review Committee and the Board to the applicant that details the Covenant and/or other violation(s) and explains what needs to be done in order for the application to be considered by the Board for review.
  - c) When an applicant has taken action to correct the violation(s), the Project Review Committee will be contacted by the applicant. The Project Review Committee shall inspect the site and report to the Board.
  - d) The Board shall review the report and determine if a good-faith effort has been made to remedy the violation(s). A vote shall then be taken to determine if the Board shall proceed to process the project application.
- 4) If the Board determines that the applicant is not in violation of the Covenants, Standards, Master Plan, etc., it shall proceed to review and process the application.

**MOTION:** Tim motioned and Rich seconded to approve Tim Brockett’s proposed “Motion and Procedure for How the GLA Board Handles Applications for Landowners with Violations” dated April 2, 2007, with the following addition to be included as the first line of Procedure #1: “The Project Review Committee will first meet with the applicant on site to discuss the possible violation.” **Motion Carried. (1 abstention – Dan Kehoe)**  
Discussion.

**MOTION:** Tim motioned and Eleanor motioned to amend the above motion by adding the following line to Procedure # 3: “The Board does not consider it to be the responsibility of the applicant when violations are committed by the applicant’s tenants in common.” With this amendment we accept the entire motion amended in its totality. **Motion carried unanimously.**

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**“Procedure for How the GLA Handles Applications for Landowners with Violations” Approved 4/2/07 (Based on above motion & amendments)**

In keeping with Section 3:19 of the Glastonbury Covenants, a landowner shall be in compliance with the GLA Covenants, Standards, preliminary project review approval conditions and Master Plan for all structures and improvements to their property before receiving approval for a new project. In the case where a clear violation does exist, the landowner shall make a good faith effort to rectify the violation.

**PROCEDURE:**

1) The Project Review Committee will first meet with the applicant on site to discuss the possible violation. If there is a violation, the Committee will present presents the application to the Board and provides documentation of the Covenant and/or other violation s) as detailed in the above motion.

Documentation may include photos and letters of complaint submitted by nearby landowners to the Board and any letters sent by the Board to the landowner regarding the violation(s).

2) The Board reviews the information to determine if the application should be put on hold until the landowner has made a “good-faith effort” to correct any clear violation(s) of the Covenants, Standards, Master Plan, etc. A vote by the Board shall follow.

3) The Board does not consider it to be the responsibility of the applicant when violations are committed by the applicant’s tenants in common. If the Board determines, however, that the application shall be put on hold, then the following steps shall take place:

a) The Board shall discuss possible action that it will recommend be taken to correct the violation(s), considering what is reasonable and feasible for the particular situation.

b) A letter shall be written from the Project Review Committee and the Board to the applicant that details the Covenant and/or other violation(s) and explains what needs to be done in order for the application to be considered by the Board for review.

c) When an applicant has taken action to correct the violation(s), the Project Review Committee will be contacted by the applicant. The Project Review Committee shall inspect the site and report to the Board.

d) The Board shall review the report and determine if a good-faith effort has been made to remedy the violation(s). A vote shall then be taken to determine if the Board shall proceed to process the project application.

4) If the Board determines that the applicant is not in violation of the Covenants, Standards, Master Plan, etc., it shall proceed to review and process the application.

**5.4 Approving Past Minutes Via Email** *(Added to Agenda)*

**UNANIMOUS APPROVAL:** The Board will review and approve past meeting minutes via email when unable to do this at Board meetings. Any suggested changes/edits to the initial draft minutes should be emailed to Denise who will include them in final drafts to be emailed to the Board for final approval.

**6. NEW BUSINESS - Committee Reports**

**6.1 Project Review – TB/RS**

**6.1.1 41-C & B (SG) Aza Ziegler Applications for 2 wells**

Discussion.

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**Lot 41-C (SG) Well Application, Aza Ziegler**

**MOTION:** Tim motioned and Rich seconded to approve Aza Ziegler's application for a well on Lot 41-C (SG) with the following conditions: (1) Any abandoned well must be handled according to State regulations which require one of the following actions to prevent possible groundwater contamination; (a) the well casings be pulled and the holes be filled with bentonite; (b) the well casings be cut off 3 feet below grade and the holes be filled with bentonite, (2) when completed, a well log will be provided to the GLA, and; (3) disturbed land be reseeded after construction. **Motion carried unanimously.**

**Lot 41-B (SG) Well Application, Aza Ziegler**

**MOTION:** Tim motioned and Charlene seconded to approve Asa Ziegler's application for a well on Lot 41-B (SG) with the following conditions (1) That necessary septic permit is obtained prior to septic system construction; (2) That plumbing permit is obtained prior to plumbing system construction; (3) That disturbed land be reseeded after construction; (4) that project is in compliance with all subdivision covenants; (5) that assessment fees are made current and the project impact fee & sanitation bond is paid as follows: Annual assessments for Lots 41 B & C; \$132 + \$132; Project Impact fee: \$425, Refundable Sanitation Bond: \$250. **Motion carried.**

**6.1.2 56-A2 (SG) Alan Carter Residential Construction application**

Neil Kremer reported that Alan Carter is the new owner of Lot 56-A2 as 3/26/07. Tim reviewed the application with Alan's revised driveway location.

**MOTION:** Tim motioned and Eleanor seconded to approve Alan Carter's updated home application, including a revised driveway location with the following conditions: (1) that necessary septic permit is obtained prior to septic system construction; (2) that necessary electrical permit is obtained prior to electrical work starting; (3) That plumbing permit is obtained prior to plumbing system construction, and; (4) That disturbed land be reseeded after construction. **Motion carried. (1 abstention – Neil)**

**6.2 Road/ Weed – WS/RS**

**6.2.1 Fees for torodon (stored by Ed Schilling) for private landowners - WS Tabled.**

**6.2.2 2007 Projected Road Work Checklist - WS/RS Tabled.**

**6.2.3 Update: Forest Service Request to Weed Spray - WS Tabled.**

**6.2.4 Report re: guard rail – WS Tabled.**

**6.2.5 Proposal for chip sealing – WS/RS/OJ Tabled.**

**6.2.6 Road Access Fact Sheet – WS/JK Tabled.**

**6.2.7 Vote approval of posting any GLA road signs not previously approved - WS**

**ACTION ITEM:** William and Rich will email information to the Board regarding the above agenda items 6.2.1 – 6.2.7.

**6.2.8 Road Grading on Dry Creek Road – NK (added to agenda)**

Neil reported that the recent grading "flattened out" rather than "crowned" the road. Discussion.

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**ACTION ITEM:** Neil – Call County Commissioners Ed Hillman and Larry Lahren to discuss Dry Creek Road grading issue as reported above.

**6.3 Master Plan – NK**

**6.3.1 Update re: 3/24/07 Master Plan Meeting and Landowner Vote of Approval**

Neil reviewed that the Master Plan was approved and was filed with “Exhibit B” attachment (describing voting details) at the Park County Courthouse in Livingston, MT.

**ACTION ITEM:** Denise– Send copies of the approved Master Plan that has been filed with the County to all Board members.

**ACTION ITEM:** Edward – post new Master Plan on GLA website.

**6.4 Recreation – JN/EA (Co-Chairs)**

**6.4.1 Update re: Donation of Building to the PVRC – WS/TB**

Discussion included details concerning PVRC possibly receiving multifunctional building from a local donor and the possibility that it may also be sold to a landowner.

**6.5 Community Committee**

**6.5.1 Discuss facilitation training for Board Members. Tabled.**

**6.5.2 Noise complaint re: gun shooting by neighbor – ES & CRM**

Discussion included complaint regarding loud gun shooting from an unknown source in the North Glastonbury neighborhood near Gemini Road.

**ACTION ITEM:** Rich – Research the gun shooting regulations with the county and follow up with neighbors in the area where the shooting occurred.

**6.5.3 ATV’s (All Terrain Vehicles) on GLA roads – CRM**

Charlene reported that landowner Andy Corey complained that landowner Sabrina Hanan told him we couldn’t ride his ATV (Honda pilot?) on Glastonbury Roads because it scared her horse. Discussion included: ATVs can be driven on GLA roads when following county regulations, which include the vehicle must be registered and the driver must bear a license to drive an ATV and drive within posted speed limits.

**ACTION ITEM:** Board – Revisit this issue after reviewing county regulations and past policies set by the GLA for driving on Glastonbury roads.

**6.6 Web Site – EA (Chair) Tabled.**

**7. Comment Period for Visiting Landowners.**

**8. Meeting Adjourned at 11:30 p.m. without further business. Next meeting: May 7, 2007.**