

Glastonbury Landowners Association, Inc.
Board of Directors Meeting Minutes – Final
April 10, 2017
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1. Call to Order

The meeting was called to order by Dennis at 7.02 p.m. at Emigrant Hall.

Board Members present: Dennis R. (President), Dan K. (Vice President), Mark S. (Treasurer via phone), Charlene M. (Secretary), Newman B., Ed D., (Ed left at 8:15 p.m.) Gerald D., Richard J., Leo K., Charlotte M., Kevin N., Paul R.

Landowners: Jeff R., Annie B., Sally M., Debbie B., Linda U., Rebecca T., Margaret W., Olav N., Ia W., Regina W., Claudette D., Tim B., Donna A., Svend A., Chad S., Steven B., Michael L., John C., Alan P., Charles B. Miriam B., Michelle M., Vernon N., Francis N.,

2. Set Agenda

Charlene added 5.4.4 Discuss SG 23-A

Kevin added 5.2.7 Ed's position

3. Visiting Landowner Input Period

4. Unfinished Business

4.1 Road Maintenance of GAV, follow up

Dan reported he is waiting for a reply from GAV

5. Officer and Committee Reports

5.1 President's Report – DR

5.1.1 Phone line in Emigrant Hall

Dennis reported the Emigrant Hall Board or Directors decided no phone installation will be allowed in Emigrant Hall.

5.2 Project Review Committee Report – GD / KN

5.2.1 SG 56A-2 Greenhouse

Motion: Paul motioned and Leo seconded to approve the project with reseeding of the disturbed land. Ed recused himself from the vote on this project.

Motion carried unanimously.

5.2.2 NG 10B Shop

Motion: Gerald motioned and Leo seconded to approve the project provided all disturbed land is reseeded and electric permit is obtained.

Motion carried unanimously.

5.2.3 SG 28C Dwelling, Driveway, Septic

Motion: Kevin motioned and Gerald seconded to approve the project provided all disturbed land is reseeded and electric permit is obtained. **Motion carried unanimously.**

5.2.4 NG 9B Dwelling, Driveway, Septic, Well

Motion: Gerald motioned and Newman seconded to approve the project provided all disturbed land is reseeded and electrical and DEQ permits are obtained.

Motion carried unanimously.

5.2.5 SG 88B Shop

The committee was unable to verify the setback that was needed.

Action Item: *Survey work by Gerald and Kevin to site a line to locate the existing pad in relationship to the front portion of the boundary line.*

Action Item: *Property owner to submit a variance as per Master Plan section 4.2. The variance is estimated to be about a 41-foot setback instead of a 50-foot setback.*

Motion: Leo motioned and Dan seconded to acknowledge Article 6 J "Action by Written Consent" that will be used to make the final decision to approve this

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project after survey and variance are submitted, to utilize a written consent process to vote by email. **Motion carried unanimously.**

Action Item: *Secretary will send the completed email vote to email subscribers.*

5.2.6 PR Checklist Section I

Action Item: *Kevin will continue to work on the checklist and the board will offer edits. Move to unfinished business on May's agenda. Add suggestion that landowners get a well log and water rights.*

Action Item: *Fee schedule needs to be updated on the website to match the fees included with the application.*

5.2.7 Discuss Ed's position.

Motion: Kevin motioned and Mark seconded to remove Ed from the Project Review committee. **Motion carried** (7 in favor- Richard, Leo, Dan, Charlene, Kevin, Mark, Dennis; 3 opposed- Gerald, Charlotte and Paul; 1 abstention- Newman). Ed left at 8:15 p.m. and was not present.

5.3 Treasurer's Reports – MS

5.3.1 Highlights: P&L, Bal Sheet, Dep/Check Details, Cust. Bal Sum for Mar 2017

There was no motion to approve.

Action Item: *Ask Micah to correct NG8 A-3 invoices.*

5.3.2 Electronic Payment Option

PayPal charges 2.9% plus 30 cents per transaction. **Action Item:** Mark to continue research to determine if the GLA can charge a convenience fee to cover the 2.9%.

5.4 Finance Committee Report – MS

5.4.1 Next Committee Meeting

May 4, 2017, 7:00 p.m., 12 Keaton Lane in South Glastonbury.

5.4.2 Assessment letter for NG 8B-3

Motion: Leo motioned and Charlene seconded to bill the landowner since the date of the court decision which created the lot, with interest and penalties.

Motion carried unanimously.

5.4.3 Ownership transfer issue NG 10-A

Action Item: *Mark to send the 2017 bill to the new owners.*

5.4.4 Discuss SG 23-A

Action Item: *Mark research and send refund if needed to SG 22-E.*

Action Item: *Mark research inaccurate late fees for Michael L. NG 25-2*

5.5 Secretary's Report – CM

5.5.1 Committee Meeting template and input from Donna A. & Claudette D.

Discussed.

5.5.2 Insurance information from Key Insurance

Action Item: *Charlene to follow up with Key Insurance to be sure they received the entire four page contract with Park County.*

5.5.3 General Liability Insurance for contractors

Action Item: *Road co-chairs request that all contractors provide current and ongoing copies of their vehicle insurance and their general liability insurance.*

5.5.4 Establish Committee Communication via info@glamontana.org

Action Item: *Charlene update email addresses for non-board committee members.*

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5.6 Road /Weed Management Committee Report – PR / ED

5.6.1 Report Capricorn Drainage problem update

Action Item: Refer the issue back to the Road and Weed Committee and get a written proposal for the board.

Motion: Mark motioned and Leo seconded to remove Ed from the Road Committee as a co-chair and as a committee member. **Motion carried** (6 in favor- Dan, Leo, Charlene, Kevin, Mark, Dennis; 3 opposed- Newman, Gerald and Charlotte; 2 abstentions- Richard and Paul). Ed was not present for the vote.

Motion: Leo motioned and Dan seconded to appoint Dennis to Road Committee as SG road co-chair. **Motion carried** (10 in favor). Dennis recused himself.

5.6.2 Report Gemini bid and road work

Motion: Charlotte motioned and Leo seconded that the work done on Gemini be checked by a qualified engineer to see if it meets state standards or if more work needs to be done. **Motion carried unanimously.**

Action Item: Pay bill to Standish Excavation from the NG Road Fund. Dennis and Paul will find an engineer to inspect the road.

Action Item: Dennis will contact the county officials Dept. of Natural Resources about Gold Meir Creek.

5.6.3 Road Policy advisory group

Next meeting, April 19, 2017, 7:00 p.m. at SpecTec, 9 Polaris Way in South Glastonbury. Walter W. and Claudette D. will formulate an agenda.

5.6.4 Five-year road plan

Action Item: Road Policy advisory group will work on the five-year plan, send it to the Road & Weed committee and then present a final draft to the board.

5.6.5 NG Pavement patching & ditch work bids

Four companies were contacted. Bailey Paving agreed to give a bid. Ditch work to be done by a back hoe at an hourly rate of \$100.

5.7 Communications and Technology Committee Report – NB

5.7.1 Complaint Donna A. March 29, 2017

Action Item: Discuss at Communication & Technology meeting. Newman to set a date.

5.7.2 New advisory group formed

Kathleen R., Ia W., Dorothy K., Newman B., Charlotte M., and Ed D. are part of the advisory group.

Action Item: Newman to notify group of a meeting time and place.

5.7.3 Update on recent Complaint responses

Action Item: Send out final letters for complaint SG 53-B or SG 22-A with Dennis R.'s signature as president.

5.7.4 Board education and expectations follow-up

Action Item: Legal and Communication committee will work on this.

5.8 Legal Committee Report – DR/DK

5.8.1 "Confidentiality stamp" on BOD emails, follow-up with attorney

Tabled to May 8.

5.8.2 Confidentiality and conflict of interest agreements follow up

Tabled to May 8.

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- 5.8.3 Report on meeting with Rick Landers; interest rate change; collections; ownership of NG 39, NG 65 & NG 23 put them on the lien. Notify them.**
Action Item: *All people or corporations listed as having an interest in the land NG 23, 39 and 65, should get all correspondence from the GLA and attorney.*
Action Item: *Mark will send out the 30 day Collection letters.*
Action Item: *30 days after assessment becomes delinquent the 5% penalty is assessed. Dennis will give Micah instructions.*
Action Item: *Ask Micah to change Due Date on statements and invoices; Jan 31, April 30. July 31, October 31.*

- 5.8.4 Covenant and Master Plan enforcement, shelters and industrial activity**
Action Item: *Governing Documents committee will study advice from Alanah which outlines a set of procedures to enforce the covenants and possible fining system of \$10-20 per day penalty until violation is corrected.*

5.9 Governing Documents Committee Report – LK

5.10 Election Committee Report – CRM / KN

5.10.1 Oct 31 Cutoff date for voter eligibility

5.10.2 Input from Kevin and Charlene

Motion: Kevin motioned and Leo seconded to implement the cutoff of date for voting eligibility as October 31 and accept the details as written in Kevin's proposal. This cutoff date will apply to the November 11, 2017 annual meeting only. **Motion Carried** (6 in favor- Gerald, Richard, Kevin, Leo, Mark and Dennis; 5 opposed- Newman, Dan, Charlotte, Charlene and Paul).

Details of Kevin's proposal, 1-5:

1. Have a cutoff date of 10-31-20 17 to receive payments for all delinquent accounts in order to be eligible to vote.
2. Mail-in payments for 2017 4th installment must be postmarked on or before 10/31/17 and must be received in the GLA PO Box by 4 pm Thursday Nov 9, 2017 to be eligible to vote. No mail will be collected after this time before GLA Election Day.
3. No walk-in payments on GLA Election Day to become eligible.
4. No payments will be processed on GLA Election Day.
5. Mail-in absentee ballots must be received in the GLA PO Box by 4 pm Thursday, Nov 9, 2017. No mail will be collected on Friday Nov 10, 2017. It is a holiday. No mail will be collected on Election Day, Saturday, Nov 11, 2017.

6. NG and SG Ombudsman report

7. Approve Meeting Minutes, 03 13 2017

Motion: Leo motioned and Dan seconded to approve the minutes with two edits. **Motion carried** (10 in favor; 1 abstention- Kevin).

8. Visiting Landowner input period

9. NEW BUSINESS

10. Adjournment: Dennis adjourned the meeting at 11:58 p.m.

11. Next BOD Meeting: May 8, 2017