18. Elenor & Steven Kovacs NG 57-A $567.98

19. Dr. Carolyn Thornburn SG93-A $ 881.78

20. Pamela Gembica SG93-A $ 453.16

21. Martin & Julene Lisota SG-50-A $279.44

22. Marcia McCarry
John Waid SG26-A $447.98

23. Mike & Janice McCann NG-1-C $284.00

24. Kenneth McNeely
Sheridan Stenberg NG 61-B $703.45

25. Mr. & Mrs. Kim Michaels SG-84 $351.72

26. Bank of NY SG21-E $567.98

27. John Diaz SG32-B $567.98

28. Kenneth & Nancy Mueller Jr. SG-47 $511.04

29. Craig Newhouse
David Newhouse NG57-E $444.66

30. DeWayne Patterson NG-37-A $390.33

31. Scott L. Pellett SG-83 $450.66

32. Ola & Agnetta Pettersen SG 103 $567.98

33. Pedro Pinardo SG-32-C $567.98

34. Pedro Pinardo SG-32-D $284.00

35. Pedro Pinardo SG-32-E $284.00

36. Robert Sherwood SG50-D $284.00

37. Robert Simon
Emily S. Coleman SG 61-A $562.76

38. William Smith NG42 $567.98

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39. William Smith	NG 54 $284.00
40. William Smith	NG55 $284.00
41. Jacobus Terhorst	SG-60 $325.08
42. Kathleen M. Ullrich Woodriff	NG-32 $426.98
43. Roger Weise Judith A. Schmidt	SG 47 $822.37
TOTAL AMOUNT	**$26,679.75**

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GLASTONBURY LANDOWNER'S
ASSOCIATION
P.O. BOX 312
EMIGRANT, MT. 59027

10-28-02

Kenneth L. Frazier
1615 Bonifant Road
Silver Spring, MD 20906

Re: Payment of Delinquent Landowner Assessment fees

Dear Kenneth and Bonita,

We have received you check for the full payment of your assessment fees. Thank you very much for your prompt payment. We will be releasing the lien in the next 30 days and we will forward a copy to you for your records.

Sincerely,

Cynthia Blocker
Treasurer

C:\My Documents\Kenneth E. Frazier-Payment rec'd.doc

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Glastonbury Landowners Association

Board of Directors Meeting Minutes

December 2, 2002

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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. Robert gave the opening prayer.

PRESENT: David Tonkin (President), Robert Wallace (Vice-President), Cynthia Dodge-Blocker (Treasurer), Philip Hoag (Secretary), Janet Naclerio, Pamela May, James Trisdale (JT)
ABSENT: Daniel Kehoe, Jr., James Kozlik, Orlando Johnson, Charlotte Mizzi
PROXIES: James Kozlik to Philip Hoag
ALSO ATTENDING: Denise Orr (GLA secretary), Clare Parker (Accountant)

2. **Reading and Disposition of the Minutes General Business**

November 4, 2002 Meeting Minutes
MOTION: Robert motioned and Cynthia seconded to approve the November 4, 2002 meeting minutes as written. Motion carried.

3 **General Business**

3.1 Report on who should be the SG Ombudsman: Tabled.

3.2 Temporary Filling of Committee Chairs

David stated that Committee positions need to be filled at least on a temporary basis so that we can handle the various issues involved with each committee. The following board members volunteered to fill Committee Chairs until the board votes on these positions.

Architecture Subcommittee: Robert Wallace
Road Committee: James Trisdale and David Tonkin
Complaint Committee: Charlotte Mizzi
Land Use Master Plan Committee: Dan Kehoe, Jr.

3.3 Review Procedures and Existing Projects/Action Items

<u>David reviewed projects in process and that need to be completed</u>

1) File remaining liens filed ASAP.
2) Keeping database current and updated
3) Document procedures and finalize forms for liens, architectural reviews, subdivisions, elections, liens, etc.
4) Finish Master Plan
5) Make a plan for recreational area
6) Improve GLA Web Page. (Ask Clare to correct misspelling of Glastonbury on GLA web page)
7) Define GLA Goals for 2003
8) Philip proposed that GLA should have a goal to clean up shelters in Glastonbury. He suggested that we write to landowners and tell them they need to submit a cleanup plan.

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Approved 01 02 03
Amended: 01 10 03

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David asked each board member to do the following before January meeting: a): read Covenants, think about what goals you think GLA should have for 2003, and c) talk to other Glastonbury landowners about their thoughts on issues.

4. Report of Officers and Committees

4.1 Treasurer's Report: Cynthia Dodge-Blocker, Treasurer
Cynthia passed out "Transactions to Date November 2002" and Clare passed out "Balance Sheet as of December 2, 2002" and "Income & Expense Budget Overview January 1 through December 2, 2002" for Board to review. (attached)
Board asked Clare to determine how much GLA has collected on assessments since October.
On the Balance Sheet we should include the liabilities and assets of our paving (Price paid for pavement was $306,000 less depreciation)

ACTION ITEM: Research GLA Liens Policy. **Done.** Information needs to be combined into one document.

ACTION ITEM: Update on Liens. Cynthia passed out samples of Release and Satisfaction of Lien. (attached)

Board discussed ideas to help get realtors and title companies to inform us of land sales. One idea was that GLA inform realtors/title companies/brokers that we will offer free advertising (including listings of properties) to them on our website as long as they inform us of sales they close in Glastonbury. If they should fail to inform us of a sale, we would discontinue this service. Board agreed that this was a good idea if the website could be developed in this way and acknowledged it would require additional management on the website. Edward will work with Clare to determine how the above ideas might work on our website.

4.2 Architecture Subcommittee: Robert Wallace-Co-Chair

ACTION ITEM: Finalize architectural forms. **Done.** David to e-mail updated forms to Denise.

ACTION ITEM: Report on new entrance signs. Tabled.

ACTION ITEM: Status of letter to Mr. Ranttalo re: mobile home. Not done.

ACTION ITEM: Status of building application from Mr. John Alexander. No response from Alexander.
MOTION: Philip motioned and Robert seconded that we write letter to John Alexander informing him that he needs to submit a Project Review Application form for his new home on Parcel 66

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(NG) within 15 days and if GLA doesn't hear from him in 15 days, we will take legal action and file for injunctive relief. Motion carried

ACTION ITEM: Status of revisions to mobile home standards. Not done.

ACTION ITEM: Status of letters to homeowners in high SG whose driveways do not meet sight distance standards. Not done.

ACTION ITEM: Review granting developer relief from payment of land assessment for newly created lots until lots sell: Tabled.

Parcel 18, Parcel 56 & 3 acres of Parcel 55 (SG)/Neil & Linda Kremer "Boundary Change" Application:
MOTION: Robert moved and Philip seconded to approve to Kremer's application to combine Parcel 18 with Tract B of Parcel 56 with 3 acres of Parcel 55(SG) lots into one 27.855 acre parcel.
AMENDMENT TO MOTION: Cynthia moved and JT seconded to include in Robert's motion the provision that the lien we have on Parcel 55 (SG)/Leykam is still valid. Robert's motion carried.
(**Note:** On 12/14/02, Cynthia confirmed that on 10/7/02 GLA did place a lien on Parcel 55 (SG) and it is still in effect.)

Road Committee: James Trisdale & David Tonkin, Co-Chair (Temporary)

ACTION ITEM: Status on purchasing road signs. Signs have been ordered and additional order will be added.

ACTION ITEM: Status of replacing signs at GAV and at intersection of Sirius and Story Road. Not done

ACTION ITEM: Status of trimming undergrowth at intersection of Sirius and Story roads. Not done.

ACTION ITEM: Status of purchasing snowplow and bobcat. Not completed. David has a snowplow catalogue and will determine which plow to purchase. Will also look into finding someone's truck that snowplow can be connected to on at least a 2-year contract basis. JT said he would rent his bobcat to GLA. David will place an order for sand and look further into the truck issue with JT.

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ACTION ITEM: Status report on using gravel pit on Arturus (SG) to store sand for winter. GLA has received approval to use SG gravel pit.

ACTION ITEM: Status report on repair of approximately 30 feet of guard rail on Capricorn. Philip has contacted OMO Construction (from Billings, but currently working in Emigrant) to replace the guard rail at $10-11 per foot. David reported additional guardrail is needed in SG as well.

ACTION ITEM: Status report on letter to Matthews, Goodman & Barry in North Glastonbury to pay annual $120 assessment fee. Not done. DO to write and give to PH for signature.

ACTION ITEM: Status of letter to Per Norrel re: cars. Not done.

ACTION ITEM: (added to agenda) Status of moving 2 yield signs near the school and corral. Not done.

New Road-Caspari Way
David reported that Park County agreed to the name "Caspari Way" for the new road that the Church built. David reported that William Smith suggested to replace the name of Gemini Road starting from the point where John Alexander's old home is on Parcel 66 NG and extending to the left up to Parcel 68 and 69. William said that landowners on the new road approved the name. The Board agreed to the change. David will inform William and Church regarding GLA board agreeing to Caspari Way.

MOTION: Philip motioned and JT seconded that GLA write a letter to the Church requesting the Church to:
a) Remember to submit plans for all roads and subdivisions prior to construction
b) Plans be submitted to GLA for approval on the new road by the Parcel 66 NG in 15 days, and
c) GLA will require a minimum of 550 ft. of guard rail installed on the new road.
A courtesy call to the Church should be made after the letter is written. Motion carried.

David will measure and determine if Caspari Way meets the standards for a 2-lane road.

Winter snowplowing and road maintenance. David and JT will work together to determine how we will get snowplowing done in North and South Glastonbury. JT to call Wayne Mansaw (333-4122) and Michael Dirkers (333-4732) for NG roads; Archie Mann's employee (222-1642) for SG roads.

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4.4 Complaint Committee: Charlotte Mizzi, Chair

ACTION ITEM: Status of letter to Woywitka. **Done**

ACTION ITEM: Status of request of our attorney to file for injunctive relief on Hansard/Parcel 81, (SG). In progress.

ACTION ITEM: Status of chronological list and request attorney to file for injunctive relief on Parcel 32 (NG). In progress.

ACTION ITEM: Status of letter to Kathleen Rakela re: noxious weeds. Not done. DO to give letter to PH for response.

ACTION ITEM: Status of letter to Rakela/Pittendorder re: statues. Letter is done, but waiting for photographs. Robert will take photos.

4.5 Land Use Master Plan Committee: Daniel Kehoe, Jr. Chair. No report.

ACTION ITEM: Status of mineral rights letter to Church. DT to complete. Not done.

4.6 Recreation Committee: No Committee Chair assigned.

ACTION ITEM: Present plans for recreation land. No report. Janet to request plans from Eric.

4.7 Web Site Committee: No Committee Chair assigned. No report.

4.8 Weed Committee: Philip Hoag

Cynthia passed out to each board member a packet of extensive material on knapweed and weed control, etc.

4.9 Ombudsman Report: _____(SG) Richard Johnson (NG) No report.

5. Other Business
Leak in Reservoir: Philip reported that a leak had developed in our reservoir that trickles into some landowner's driveways and becomes ice. He suggested that a temporary solution of using a short piece of culvert to drain the water out across the road into the field for under $400.
MOTION: Philip motioned and Robert seconded to hire Dean Kimpson to install a culvert to divert water from our leaking reservoir that is creating ice on a neighbor's property. Motion carried

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6. Next Meeting and Adjournment

The meeting was adjourned at 9:20 p.m. with no further business. The next meeting will be held on January 13, 2003 at Golden Ratio Woodworks Cafeteria, 7 p.m.

NEW ACTION ITEMS:

TR120202.1 Clare to determine how much GLA has collected on assessments since October.

TR120202.2 Include liabilities and assets of paving roads under "Liabilities" and "Equity" columns on the Balance Sheet.

TR120202.3 Edward to work with Claire to determine how the realtor ad ideas might work on our website.

AR120202.1 Write letter to John Alexander. **Done.**

AR120202.2 Write letter to Church regarding Caspari Way. **Done.**

AR120202.3 Courtesy call to the Church after letter is written. **Done.**

AR120202.4 David to measure and determine if Caspari Way meets the standards for a 2-lane road.

AR120202.5 Denise to send project application approval to Kremer re: Boundary Change."

RD120202.1 David to measure proposed guard rail lengths in SG and tell Philip amount needed. **Done.**

RDR0202.2 David to confirm Caspari Way meets 2 –lane road standards.

RD120202.3 JT to set up people to plow Glastonbury roads. **Done.**

RD120202.4 David to place an order for sand and look further into the truck issue. **Done.**

RC120202 Janet to request recreation plans from Eric.

OB120202 Philip to hire Dean Kimpson to install a culvert to divert water from our leaking reservoir that is creating ice on a neighbor's property.

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Glastonbury Landowners Association

Board of Directors Meeting Agenda

December 2, 2002

1. **Call to Order, Opening Prayer**

2. **Reading and Disposition of Minutes**
   - November 4, 2002
   - November 16, 2002 Special meeting

3. **General Business**
   3.1 Report on SG Ombudsman
   3.2 Temporary Filling of Committee Chairs
   3.3 Review Procedures and existing Projects/Action Items

4. **Report of Officers and Committees.**
   4.1 **Treasurer's Report** – Cynthia Dodge-Blocker, Treasurer
   ACTION ITEM – Research GLA Liens Policy
   ACTION ITEM – Update on liens

   4.2 **Architecture Subcommittee** - Robert Wallace, Co-chair
   ACTION ITEM – Finalize architectural forms
   ACTION ITEM – Report on new entrance signs
   ACTION ITEM – Status of letter to Mr. Ranttalo re. mobile home
   ACTION ITEM – Status of building application from Mr. John Alexander
   ACTION ITEM - Status of revisions to mobile home standards
   ACTION ITEM – Status of letters to homeowners in high SG whose driveways do not meet sight distance standards
   ACTION ITEM – Review granting developer relief from payment of land assessment until lots sell

   4.3 **Road Committee** – ?
   ACTION ITEM – Status report on purchasing road signs
   ACTION ITEM – Status of replacing signs at GAV and at intersection of Sirius and Story Rd
   ACTION ITEM – Status of trimming undergrowth at Intersection of Sirius and Story Rd
   ACTION ITEM – Status on purchasing snow plow and bobcat
   ACTION ITEM – Status report on using SG gravel pit to store sand for winter
   ACTION ITEM – Status report on repair of Capricorn Drive guard rail
   ACTION ITEM – Status report on letters to Mr. Matthew, Goodman and Berry re. road assessments
   ACTION ITEM – Status of letter to Per Norell

   4.4 **Complaint Committee** – Charlotte Mizzi - Chair
   ACTION ITEM – Status of letter to Woywitka
   ACTION ITEM – Status of request to our attorney to file for injunctive relief on Parcel 81 (SG), Handard
   ACTION ITEM – Status of chronological list and request attorney to file for injunctive relief on Parcel 32 (NG) Woodriff
   ACTION ITEM – Status of letter to Kathleen Rakela re. noxious weeds
   ACTION ITEM – Status of letter to Rakela/Pittendorfer re. statues

   4.5 **Land Use Master Plan Committee** - Daniel Kehoe, Jr., Co-chair
   ACTION ITEM – Status of mineral rights letter to Church

(over)

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4.6 **Recreation Committee** - ? Co-Chair
ACTION ITEM – Present plans for recreation land

4.7 **Web Site Committee:** ?, Chair

4.8 **Weed Committee:** Philip Hoag, Chair

4.9 Ombudsman Report - ? (SG) & Richard Johnson (NG)

5 Other Business

6 Next Meeting and Adjournment

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GLASTONBURY LANDOWNERS ASSOCIATION, INC.

Balance Sheet

As of December 2, 2002

	Dec 2, 02
ASSETS	
Current Assets	
Checking/Savings	
1st National Bank Checking	5,972.96
1st National Bank Savings	25,766.87
Total Checking/Savings	31,739.83
Accounts Receivable	
Accounts Receivable	63,522.62
Total Accounts Receivable	63,522.62
Other Current Assets	
Undeposited Funds	667.98
Total Other Current Assets	667.98
Total Current Assets	95,930.43
TOTAL ASSETS	**95,930.43**
LIABILITIES & EQUITY	
Equity	
Beginning Balance	11,816.51
Opening Bal Equity	-89.99
Retained Earnings	74,395.27
Net Income	9,808.64
Total Equity	95,930.43
TOTAL LIABILITIES & EQUITY	**95,930.43**

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6:25 PM
12/02/02
Cash Basis

GLASTONBURY LANDOWNERS ASSOCIATION, INC.
Income & Expense Budget Overview
January 1 through December 2, 2002

	Jan 1 - Dec 2, 02	Budget	$ Over Budget
Income			
Assessment Prior to 1998 Paid	268.94		
Bond Account	1,500.00		
Donation	0.00	0.00	0.00
Finance Charges	363.26	276.61	86.65
Interest CUT Pavement Loan	2,554.46	2,486.88	67.58
Interest Income	552.50	2,397.24	-1,844.74
Land & Dwelling Assessment			
Dwelling Assessment 1998	350.50		
Dwelling Assessment 1999	497.47		
Dwelling Assessment 2000	623.34		
Dwelling Assessment 2001	2,113.13		
Dwelling Assessment 2002	17,216.42	28,380.48	-11,164.06
Golden Age Village Assessment	2,940.00		
Land Assessment 1998	470.50		
Land Assessment 1999	737.48		
Land Assessment 2000	1,156.01		
Land Assessment 2001	3,173.26		
Land Assessment 2002	28,705.96	23,475.14	5,230.82
Total Land & Dwelling Assessment	57,984.07	51,855.62	6,128.45
Late Fee/Finance Charge	1,857.75	1,383.06	474.69
Misc Income	-29.54		
Story Road Project	-240.00		
Upgrade Fee	-40.00		
Total Income	64,771.44	58,399.41	6,372.03
Expense			
Banking Fees			
Service Charge	12.50		
Total Banking Fees	12.50		
Emergency Fund	0.00	0.00	0.00
General Repairs & Maintenance			
Clean-up Day	743.49		
Equipment Repairs	0.00	46.03	-46.03
Snow Fences	192.50	414.92	-222.42
Weed Control	1,470.75	2,489.52	-1,018.77
General Repairs & Maintenance - Other	425.89		
Total General Repairs & Maintenance	2,832.63	2,950.47	-117.84
Gifts/Appreciation	0.00	184.33	-184.33
Insurance/Liability	5,247.73	4,287.50	960.23
License & Taxes	30.00		
Liens	606.00		
Materials	38.28		

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GLASTONBURY LANDOWNERS ASSOCIATION, INC.
Income & Expense Budget Overview
January 1 through December 2, 2002

	Jan 1 - Dec 2, 02	Budget	$ Over Budget
Office Expense			
Copying & Mailing	423.64	1,014.17	-590.53
Miscellaneous	12.94	46.03	-33.09
Stamps & Postage	469.34		
Supplies	350.00	184.33	165.67
Office Expense - Other	377.39		
Total Office Expense	1,633.31	1,244.53	388.78
Petty Cash	275.00		
Professional Fees			
Accountant	85.00	276.61	-191.61
Bookkeeper	2,328.48	1,106.45	1,222.03
Legal Council/Service	1,126.19	645.39	480.80
Secretarial	4,960.28	8,482.72	-3,522.44
Treasurer	322.50		
Web Site	168.00		
Total Professional Fees	8,990.45	10,511.17	-1,520.72
Projects			
Snow Plow/Sander Truck	0.00	0.00	0.00
Total Projects	0.00	0.00	0.00
Refreshments	263.42		
Rental	135.00	276.61	-141.61
Road Repairs & Maintenance			
Grading & Graveling	8,717.50	7,376.27	1,341.23
Loan Payment	29,600.93	27,764.52	1,836.41
Road Signs	92.65		
Sanding	0.00	460.95	-460.95
Snow Plowing	2,240.00	2,766.13	-526.13
Road Repairs & Maintenance - Other	3,788.52		
Total Road Repairs & Maintenance	44,439.60	38,367.87	6,071.73
Sanitation Bond Refund	250.00		
Taxes			
Income Tax	0.00	46.03	-46.03
Real Estate	700.00	92.17	607.83
Total Taxes	700.00	138.20	561.80
Water Reservoir	4,367.28		
Total Expense	69,821.20	57,960.68	11,860.52
Net Income	-5,049.76	438.73	-5,488.49

GLA 01293

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Notice Of Meeting of Board of Directors

Of

Glastonbury Landowners Association

NOTICE IS HEREBY GIVEN that a meeting of the Board of Directors of the Glastonbury Landowners Association will be held on December 2, 2002, 7:00 p.m., at the Golden Ratio Woodworks **cafeteria** in Emigrant, Montana.

Dated 11/25/02

By: Denise M. Orr

Denise M. Orr

Secretary

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Glastonbury Landowners Association, Inc.
Board of Directors Meetings
2003

January 13

February 3

March 3

April 7

May 5

June 2

July 14

August 4: Select Election Committee Chair

September 8

October 6

November 3

November 15: a) Annual Meeting
and
b) Board of Directors Meeting

December 1

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JANUARY

GLA 01296

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Glastonbury Landowners Association

Board of Directors Meeting Minutes

January 13, 2003

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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), Robert Wallace (Vice-President), Janet Naclerio (Secretary), Philip Hoag, Daniel Kehoe, Jr., Charlotte Mizzi, James Kozlik, Orlando Johnson, Pamela May and James Trisdale (JT)
   ABSENT: Cynthia Blocker (Treasurer)
   PROXIES: Cynthia Blocker to Pamela May
   ALSO ATTENDING: Denise Orr (GLA secretary), Clare Parker (Bookkeeper)

2. **Reading and Disposition of the Minutes General Business**
   November 16, 2002 Special Meeting
   MOTION: Janet motioned and James seconded to approve 11/16/02 special meeting minutes. Motion carried.

   December 2, 2002 Meeting
   MOTION: Pamela motioned and JT seconded to approve 12/02/02 meeting minutes with corrections. Motion carried.

3 **General Business**

3.1 Hand out board phone list and list of 2003 Board meetings. Done

3.2 Report on SG Ombudsman: David reported that he has contacted people from South Glastonbury, who were "write ins" on the 11/16/02 election ballots, to ask if they would like to fill role of SG Ombudsman. He is waiting to hear back.

3.3 Election of Officers
MOTION: Orlando motioned and Charlotte seconded to approve the following board members to fill GLA officer positions in 2003: David Tonkin-President, Robert Wallace-Vice President, Cynthia Blocker-Treasurer, Janet Naclerio-Secretary. Motion carried.

3.4 Election of Committee Chairs
Board members volunteered to fill the following committee chairs as follows:
Architecture Sub-committee: Robert Wallace & James Kozlik (Co-Chair) & Pamela May
Road Committee: Philip Hoag and James Trisdale (Co-chair)
Complaint Committee: Charlotte Mizzi and Pamela May (Co-chair)
Land Use Master Plan Committee: Dan Kehoe, Jr. (Chair), Orlando Johnson, Charlotte Mizzi and Pamela May
Weed Committee: Philip Hoag and James Trisdale

Committees continued on next page

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Approved and Amended: 2 03 03

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Recreational Committee: Janet Naclerio, Edward Anderson, Robert Wallace (Chair); Orlando Johnson
Web Site Committee: Edward Anderson
Clean-up Committee: Philip Hoag and Charlotte Mizzi (Co-chair)

MOTION: Edward motioned and Charlotte seconded to form a "Clean-Up Committee" that is separate from the Architectural Committee. Motioned carried.

MOTION: Charlotte motioned and Robert seconded that committees with more than 2 people should elect a committee chair(s) when they next meet and report their vote to board. Motion carried.

3.5 Development of Goals

David reviewed goals for GLA
MOTION: Dan, Jr. motioned and Charlotte seconded to approve the following GLA goals with timelines.
1a) Finish documenting forms and procedures for liens, complaints, treasurer, elections, architectural review, etc. Complete by 8/1/03.
1b) Standardize architectural standards. Complete by 4/8/03 board meeting.
2) Finalize Master Plan. Phase 1: Residential Area only. Complete by approx. 7/21/03.
3) Develop Recreational Land. Phase 1: Install well & sprinkler system, plant field, "rough out" a parking area and develop an overall plan. Complete by 5/1/03.
4) Improve website page to include ads for realtors. Complete by 7/1/03
5) Clean Up Shelter Sites. Complete by October 31, 2003 .
Motion carried.

4. Report of Officers and Committees

4.1 Treasurer's Report: Cynthia Dodge-Blocker, Treasurer

Pamela passed out "Transactions to Date-Nov. & Dec. 30 2002" on behalf of Cynthia.
Clare passed out "Balance Sheet As of December 31, 2002" and "Income & Expense Overview: January through December 2002"

ACTION ITEM – Update on liens
Pamela passed out "January 13, 2003 Report by Cynthia Blocker, Treasurer" which includes an update on liens paid off, a schedule of liens to be filed in January 2003 and information re: Campbell lien.

David reported that he met with Cynthia, Claire and Rudy to discuss and develop standards for the accounting/treasurer duties and that these will be presented to the board in the near future.

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Approved and Amended: 2 03 03

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4.1.1 Status on Campbell Lien
Board discussed lien and reviewed Cynthia's note about this issue on her January 13 Report. (see attached).
MOTION: Philip motioned and Robert seconded to file a lien for the total amount owed on Parcel 51 (NG). Orlando motioned and JT seconded to amend this motion to read that GLA should delay filing the lien on Parcel 51 NG until the board can review Cynthia's verbal input, including any legal reason as to why the lien shouldn't be filed. Motion carried with one abstention from Pamela.

4.1.2 Present Initial Year 2003 Budget. Budget will be presented at February meeting. New budget to be included in upcoming letter to landowners.

4.2 Architecture Subcommittee: Robert Wallace and James Kozlik, Co-Chair
William Smith for Church Universal & Triumphant/Final Approval Request for Road Construction of Caspari Way to serve Parcels 60, 63, 64 & 66 NG/12-26-02.
MOTION: Philip motioned and Orlando Johnson seconded to respond to Richard Smith's/Church Universal & Triumphant's road construction application for Caspari Way as follows: 1) GLA cannot evaluate your construction plans for Caspari Way until you submit the complete specifications of the road, including the slope and the length of the embankments on the downhill slope of the road. Please return your plans within 15 days.
2) Please submit within 15 days, the locations and plans for guard rails to meet county/state standards
3) We also require that you immediately place a barricade and a sign stating "UNAPPROVED AND UNSAFE FOR ACCESS. KEEP OUT" (wording to be minimum of 3 inches high) at the point where the new road starts. Motion carried unanimously.

ACTION ITEM – Status of letter to Mr. Ranttalo re. mobile home. Letter was sent to Rantallo, and no response was received from Rantallo.
MOTION: Charlotte motioned and James K. seconded that GLA should send letter to Rantallo stating that GLA will seek injunctive relief if he doesn't submit a GLA application for his mobile home. Motion carried.

ACTION ITEM – Status of building application from John Alexander.
GLA sent letter to Alexander requesting submittal of building application for his new home on Parcel 66, NG. GLA received Alexander's application. Board reviewed application.
MOTION: Philip Hoag motioned and Robert Wallace seconded that GLA inform Alexander that his building application is approved on the condition that he submits a plan within 15 days for the clean-up and removal of eyesores on his property, including 1) 2 metal sided mobile homes 2) unlicensed vehicles and a school bus, 3) scrap piles, tires and other debris and 4) goat barn. Include reference from the Restated Declaration of Covenants for the Community of Glastonbury, Section 10.02 and Section 5.05, Nuisances and Eyesores; "Nuisances and

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eyesores shall not be allowed…"

ACTION ITEM - Status of revisions to mobile home standards. Tabled.

ACTION ITEM – Status of letters to 3 homeowners in high SG whose driveways do not meet sight distance standards. **Done.**

4.3 Road Committee: Philip Hoag and James Trisdale, Co-Chair

ACTION ITEM – Status report on purchasing road signs **Done**

ACTION ITEM – Status of replacing signs at GAV and at intersection of Sirius and Story Road. **Done**

ACTION ITEM – Status of trimming undergrowth at Intersection of Sirius and Story Rd **Done**

ACTION ITEM – Status on purchasing snow plow and bobcat. David reported that a '94 pickup truck for our sander was purchased along with 24 yards of salted sand.

ACTION ITEM – Status on repair of Capricorn Drive guardrail & washout. Not started; waiting for contractor.

ACTION ITEM – Status report on letters to Mr. Matthew, Goodman and Berry re: road assessments. **Done.** Berry sent in $120 assessment fee. No response from Matthew. Denise to follow-up.

ACTION ITEM – Status of Caspari Way road. (See Architecture Subcommittee above.)

ACTION ITEM – Report on Caspari Way road meeting 2-lane road standards (see Architecture Subcommittee above.)

4.4 Complaint Committee: Charlotte Mizzi, Chair

ACTION ITEM – Status of letter from GLA requesting cleanup of Parcel 81(NG) or GLA will file for injunctive relief. GLA sent letter to Hansard regarding clean up of Parcel 81 (NG) and has not received response from Hansard. Our certified letter to him was not received as far as we know because certification was invalid due to P.O. mistake. The same letter was sent by first class mail and was "probably" received since it hasn't been returned. David to review issue w/attorney.

ACTION ITEM – Status of chronological lists of GLA letters to Woodriff re: Parcel 32 (NG) cleanup and status of requesting attorney to file for injunctive relief on Parcel 32

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(NG)/Woodriff. List completed and GLA sent letter to Woodriff via certified and first class mail in December 2002. Woodriff didn't accept our certified letter but probably received first class mail letter as it has not been returned to GLA. David reported that Woodriff believes Charlotte approved the clean-up of her property. Charlotte reported that this was not the case and that she told Woodriff that the work on her home was "a good beginning". Board discussed whether GLA should send another letter to Woodriff to confirm that the clean-up around her home is not approved and must be completed; and the addition to her home is considered unsafe and that she must submit a building application for that structure. David to review issue with attorney.

ACTION ITEM – Status of letter to Kathleen Rakela re. noxious weeds. Done. Philip wrote letter that he said can be used as a form letter. See attached.

ACTION ITEM – Status of letter to Rakela/Pittendorfer re. statues. Done. David reported that he received two letters from Rakela in response to GLA letter of December 17. He passed out draft of his response to her for board to review. David to discuss issue with attorney. The board agreed that it would be preferable to try and resolve this issue ourselves.

4.5 Land Use Master Plan Committee: Daniel Kehoe, Jr. Chair. No report.

4.6 Recreational Committee: Janet Naclerio, Edward Anderson, Robert Wallace and Orlando Johnson . No report.

ACTION ITEM – Present plans for recreation land. Tabled.

4.7 Web Site Committee: Edward Anderson, Chair.

ACTION ITEM – Report on converting web site so it will handle advertisements. Tabled.

4.8 Weed Committee: James Trisdale and Philip Hoag, Co-Chair

4.9 Ombudsman Report: (SG) Richard Johnson (NG). No report.

5. Other Business

ACTION ITEM – Status of installing culvert at SG water reservoir. Not done. Philip to follow-up with Archie Mann.

David mentioned that the area around the reservoir needs to be seeded.

File: MtgMins 01 13 03.doc
Draft(s); 01 25 03; 01 27 03; 2 03 03-FINAL
Approved and Amended: 2 03 03

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6. Next Meeting and Adjournment

The meeting was adjourned at 10:30 p.m. with no further business. The next meeting will be held February 3, 2003 at Golden Ratio Woodworks Cafeteria, 7 p.m.

NEW ACTION ITEMS:

GB0113033.5 Dan Jr., David and JT to review GLA Standards and present their proposals for revision to board at a future date.

AR0113034.2 Project Application forms/letters to W. Smith (cc'd to Judith Filbert, David, Philip, Robert and J. Alexander) Rantallo and J. Alexander. Done

CP0113034.4 Write to Hansard and Rakela.

OB011303.5 Philip to follow up w/Archie Mann re installing culvert in SG.

File: MtgMins 01 13 03.doc
Draft(s); 01 25 03; 01 27 03; 2 03 03-FINAL
Approved and Amended: 2 03 03

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Glastonbury Landowners Association

Board of Directors Meeting Agenda

January 13, 2003

1. **Call to Order, Opening Prayer**

2. **Reading and Disposition of Minutes**
   - November 16, 2002 Special meeting
   - December 2, 2002

3. **General Business**
   - 3.1 Handout Phone list and list of meetings
   - 3.2 Report on SG Ombudsman
   - 3.3 Election of Officers
   - 3.4 Election of Committee Chairs
   - 3.5 Development of Goals

4. **Report of Officers and Committees.**

4.1 **Treasurer's Report** – Cynthia Dodge-Blocker, Treasurer

ACTION ITEM – Update on liens

4.1.1 Status on Campbell Lien

4.1.2 Present Initial Year 2003 Budget

4.2 **Architecture Subcommittee** - Robert Wallace, Co-chair

ACTION ITEM – Status of letter to Mr. Ranttalo re. mobile home

ACTION ITEM – Status of building application from Mr. John Alexander

ACTION ITEM - Status of revisions to mobile home standards

ACTION ITEM – Status of letters to homeowners in high SG whose driveways do not meet sight distance standards

4.3 **Road Committee** – ?

ACTION ITEM – Status report on purchasing road signs **Done**

ACTION ITEM – Status of replacing signs at GAV and at intersection of Sirius and Story Rd **Done**

ACTION ITEM – Status of trimming undergrowth at Intersection of Sirius and Story Rd **Done**

ACTION ITEM – Status on purchasing snow plow and bobcat

ACTION ITEM – Status on repair of Capricorn Dr guardrail & washout

ACTION ITEM – Status report on letters to Mr. Matthew, Goodman and Berry re: road assessments

ACTION ITEM – Status of Caspari Way road

ACTION ITEM – Report on Caspari Way road meeting 2-lane road standards

4.4 **Complaint Committee** – Charlotte Mizzi - Chair

ACTION ITEM – Status of request to our attorney to file for injunctive relief on Parcel 81 (SG), Hansard

ACTION ITEM – Status of chronological list and request attorney to file for injunctive relief on Parcel 32 (NG) Woodriff

ACTION ITEM – Status of letter to Kathleen Rakela re. noxious weeds

ACTION ITEM – Status of letter to Rakela/Pittendorfer re. statues

4.5 **Land Use Master Plan Committee** - Daniel Kehoe, Jr., Co-chair

4.6 **Recreation Committee** - ? Co-Chair

ACTION ITEM – Present plans for recreation land

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4.7 **Web Site Committee:** ?, Chair
ACTION ITEM – Report on converting web site so it will handle advertisements

4.8 **Weed Committee:** Philip Hoag, Chair

4.9 Ombudsman Report - ? (SG) & Richard Johnson (NG)

5 Other Business
ACTION ITEM – Status of installing culvert at SG water reservoir

6 Next Meeting and Adjournment

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GLASTONBURY LANDOWNERS ASSOCIATION, INC.

Balance Sheet

As of December 31, 2002

	Dec 31, 02
ASSETS	
Current Assets	
Checking/Savings	
1st National Bank Checking	7,855.78
1st National Bank Savings	23,766.87
Total Checking/Savings	31,622.65
Accounts Receivable	
Accounts Receivable	53,761.77
Total Accounts Receivable	53,761.77
Total Current Assets	85,384.42
TOTAL ASSETS	**85,384.42**
LIABILITIES & EQUITY	
Equity	
Beginning Balance	11,816.51
Opening Bal Equity	-89.99
Retained Earnings	73,525.55
Net Income	132.35
Total Equity	85,384.42
TOTAL LIABILITIES & EQUITY	**85,384.42**

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GLASTONBURY LANDOWNERS ASSOCIATION, INC.
Income & Expense Budget Overview
January through December 2002

	Jan - Dec 02	Budget	$ Over Budget
Income			
Assessment Prior to 1998 Paid	220.00		
Bond Account	1,750.00		
Donation	0.00	0.00	0.00
Finance Charges	502.26	300.00	202.26
Interest CUT Pavement Loan	2,554.46	2,486.88	67.58
Interest Income	552.50	2,599.92	-2,047.42
Land & Dwelling Assessment			
Dwelling Assessment 1998	350.50		
Dwelling Assessment 1999	857.47		
Dwelling Assessment 2000	1,010.01		
Dwelling Assessment 2001	2,837.63		
Dwelling Assessment 2002	19,348.09	30,780.00	-11,431.91
Golden Age Village Assessment	2,940.00		
Land Assessment 1998	590.50		
Land Assessment 1999	1,097.48		
Land Assessment 2000	1,554.99		
Land Assessment 2001	4,881.97		
Land Assessment 2002	32,207.85	25,459.92	6,747.93
Total Land & Dwelling Assessment	67,676.49	56,239.92	11,436.57
Late Fee/Finance Charge	2,614.70	1,500.00	1,114.70
Misc Income	-29.54		
Story Road Project	-240.00		
Upgrade Fee	-120.00		
Total Income	75,480.87	63,126.72	12,354.15
Expense			
Banking Fees			
Service Charge	12.50		
Total Banking Fees	12.50		
Emergency Fund	0.00	0.00	0.00
General Repairs & Maintenance			
Clean-up Day	743.49		
Equipment Repairs	0.00	49.92	-49.92
Snow Fences	192.50	450.00	-257.50
Weed Control	1,470.75	2,700.00	-1,229.25
General Repairs & Maintenance - Other	789.37		
Total General Repairs & Maintenance	3,196.11	3,199.92	-3.81
Gifts/Appreciation	0.00	199.92	-199.92
Insurance/Liability	5,247.73	4,650.00	597.73
License & Taxes	30.00		
Liens	967.50		
Materials	115.33		
Office Expense			
Copying	464.00	1,099.92	-635.92
Envelopes	6.30		
Miscellaneous	12.94	49.92	-36.98
Stamps & Postage	543.59		
Supplies	477.51	199.92	277.59
Office Expense - Other	377.39		
Total Office Expense	1,881.73	1,349.76	531.97
Petty Cash	275.00		
Professional Fees			
Accountant	85.00	300.00	-215.00
Bookkeeper	2,796.22	1,200.00	1,596.22
Legal Council/Service	1,126.19	699.96	426.23
Secretarial	5,548.28	9,199.92	-3,651.64
Treasurer	322.50		
Web Site	168.00		
Total Professional Fees	10,046.19	11,399.88	-1,353.69

GLA 01308

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GLASTONBURY LANDOWNERS ASSOCIATION, INC.
Income & Expense Budget Overview
January through December 2002

	Jan - Dec 02	Budget	$ Over Budget
Projects			
Snow Plow/Sander Truck	0.00	0.00	0.00
Total Projects	0.00	0.00	0.00
Refreshments	263.42		
Rental	135.00	300.00	-165.00
Road Repairs & Maintenance			
Grading & Graveling	11,737.50	7,999.92	3,737.58
Loan Payment	29,600.93	27,764.52	1,836.41
Road Signs	755.95		
Sanding	5,523.26	499.92	5,023.34
Snow Plowing	2,240.00	3,000.00	-760.00
Road Repairs & Maintenance - Other	3,888.52		
Total Road Repairs & Maintenance	53,746.16	39,264.36	14,481.80
Sanitation Bond Refund	250.00		
Taxes			
Income Tax	0.00	49.92	-49.92
Real Estate	105.73	99.96	5.77
Total Taxes	105.73	149.88	-44.15
Travel	15.00		
Water Reservoir	4,367.28		
Total Expense	80,654.68	60,513.72	20,140.96
Net Income	**-5,173.81**	**2,613.00**	**-7,786.81**

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January 13, 2003

Report by Cynthia Blocker
Treasurer

Update on Liens paid off.

Manfred Leykamm $1,344.25
Zygmond and Mary Lynn Mayer-$1200.00
Rondald Strykert $1010.00

Liens schedule to be filed this January

Bank of NY		628.28.48 (Roxendahls)
David, William Neil	NG43-3	$628.28
Hazen, Bernice	SG25-E	$556.59
Hazen, John	SG 25-A	$864.17
Johnson, Gail Louise	SG-49	$896.65
Mueller, Kenneth	SG-47	$569.26
Pisani, Lydia	SG-22	$1164.91
Thorburn, Carolyn	SG-93-A	$952.38
Weise, Roger	SG-47	$893.22
TOTAL		**$7,153.74**

Includes the $50.00 filing fee for each.

Campbell, Deanna SG 51 the property is actually in the Churches name. I can not file at this time on Deanna Campbell as the property is not in her name. Under normal circumstance what this is called is a repossession, however there are some very complex issues here. I hope to have more information for you by next months meeting. The Church has been presented with the GLA assessments that are due on this piece of property.

C:\My Documents\January 13,2003-meeting update.doc

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Glastonbury Landowners Association
Board Member Proxy Notification

I, Agatha Blocher,

give my proxy to Pamela Moy

for the GLA Board of Directors Meeting on 1-13-03.
date

Agatha Blocher
signature

1-1-03
date

GLA 01311

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2003-02-03_BDGN.pdf

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Glastonbury Landowners Association

Board of Directors Meeting Minutes

February 3, 2003

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1. **Call to Order, Prayer**

The meeting was called to order by David Tonkin at 7:25 p.m., at Golden Ratio Woodworks. Cynthia gave the opening prayer.
PRESENT: David Tonkin (President), Robert Wallace (Vice-President), Janet Naclerio (Secretary), Cynthia Blocker (Treasurer), Philip Hoag, Daniel Kehoe, Jr., Charlotte Mizzi, James Kozlik, Pamela May and James Trisdale (JT)
ABSENT: Orlando Johnson. At approximately 10:00 p.m. Pamela and Dan left meeting.
PROXIES: Pamela to Cynthia; Dan to JT
ALSO ATTENDING: Denise Orr (GLA secretary), Clare Parker (Accountant), Brian Trisler, Kathleen Rakela, Rik Pitendorfer and an unidentified woman who had came with Kathleen.

2. **Reading and Disposition of the Minutes General Business**
   - January 13, 2003

MOTION: Charlotte motioned and James K. seconded to approve 1/13/03 meeting minutes as amended. Motion carried.

3 **General Business**

3.1 Selection of Committee Chairs

Janet reported that the Recreation Committee elected Robert Wallace as their chair

Denise reported that she received E-mail votes from each member of GLA Board to elect Richard Allen as Ombudsman for South Glastonbury in 2003.

3.2 GLA Standards/Procedures, status reports.

David reported ultimate goal is to develop a GLA Policies and Procedures manual that will contain information concerning responsibilities and procedures for each GLA board member and function, etc.

3.2.1. Architectural Standards. No report.

3.2.2. Treasurer Standards/Procedures. David reported that he had two meetings with Cynthia and Clare to determine standards/procedures and a draft of these will be presented at a future meeting.

3.2.3. Elections Procedures. Denise to complete by next meeting.

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3.2.4 Sign Standards

Board discussed that no specific sign standards for Glastonbury have ever been adopted; they reviewed a variety of sign standards that they felt should be adopted a.s.a.p.
MOTION: Philip motioned and JT seconded that the following sign standards should be be compiled by Denise & David and then E-mailed to the GLA board to review:
1) All signs shall be commercially produced or professionally lettered and kept in good repair,
2) All signs, including "No Trespassing," "Private Property," and "Posted" should be less than 2x3 ft,
3) All "No Trespassing," "Private Property" and "Posted" signs should be posted no closer than 50 feet apart,
4) Landowners must submit an application to the GLA Board and receive approval prior to posting sign(s) in the following instances:
a) When sign is business or advertising related, excluding Real Estate and For Sale signs
b) When landowner is planning to post more than 2 (two) Real Estate or For Sale signs
c) When sign size exceeds 2x3 feet
5) Realtors must collect their signs within 30-days after sale of property
6) Property Ownership Designated Signs (PODS), such as owner(s) name, property name, or greetings that are done in "good taste" are permitted. PODS signs larger than 1x2 ft. shall be professionally lettered and signs smaller than 1x2 ft. or of a temporary nature may printed by hand.
7) Temporary signs such as advertising of garage sales or other similar activity are allowed and may be hand-made or hand printed provided they are removed within 7 days of the event.
...After the Board reviews, edits and finalizes the above proposed sign standards, it will adopt them as new sign standards for Glastonbury landowners who post signs on their property.
Motion carried.

4. Report of Officers and Committees

4.1 Treasurer's Report: Cynthia Dodge-Blocker, Treasurer
Cynthia passed out and reviewed a) "Average Income over last three Years" 2/3/03, b) "Transactions to Date January 2003, In Check Book 02-03-2003," c) sample letter: "Final Notice of Delinquent Assessment Payment and Notice of Claim of Lien," and d) GLA "Check Request" form—to be submitted when requesting money for purchasing an item. (attached)

Clare passed out GLA "Balance Sheet as of February 2, 2003" and "Income & Expense Budget Overview, January 1 – February 4, 2003." It was noted that figures on pg. 2 "Income, C. Late Fees/Finance Charges" need to be corrected. David also pointed out that on pg. 2, the Budget column is the prorated amount for the year, in this case 2/12ths of the yearly budget.

Cynthia reported that she has updated Bank of Rockies with new GLA officers names so that they can access account information. This needs to be done each year when new boards are elected.
MOTION: Cynthia motioned and JT seconded that GLA offer a 10% discount on liens that we file

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on properties when the total amount of the lien is paid within 60 days. Motion carried.
Note: Cynthia noted that when people take advantage of this one-time 10—for those 60 days, there will be no interest charged.
Charlotte proposed that we create budget "codes" for items on Budget.

ACTION ITEM – Update on liens.

4.1.1 Status on Campbell Lien/Parcel 51 (NG).
David reviewed lien issue and his 1/10/03 E-mail memo to GLA board about it. (attached) He explained that since the Church actually owns the land, the amount owed to GLA has changed and may be closer to $2,400. Cynthia noted that when Campbell's land was transferred to Church ownership, that the Church's finance department wasn't notified and therefore, it kept billing Campbell for assessments. Based on this new information, the Board discussed that GLA should clarify the actual amount owed. Cynthia also reported that the issue should be resolved in 30-90 days and GLA should receive payment at that time.
MOTION: JT motioned and Philip seconded to give Cynthia 90 days to resolve the Campbell/Church issue. Motion carried.
MOTION: Philip motioned and Robert seconded to correct GLA invoicing on Campbell/Church lien by forgiving the amount owed on assessments prior to September 1997--when the management of Glastonbury land and the amount due assessment information was transferred to the GLA. Motion carried.

4.1.2 Present Initial Year 2003 Budget Goals
David passed out "Proposed 2003 Budget," and Board proposed revisions. David noted the "Gift and donations" category is new--it is to tithe to non-profit organization(s); Board suggested the following budget changes:
a) Weed control: double the proposed amount,
b) Recreation Area: must be $5,000
c) Guard rails: check to see if expense will be covered in money that Church owes us,
d) Increase Master Plan budget to $2,500 to cover copying and mailing expenses.
e) Petty cash category may be removed.

4.2 Architecture Subcommittee: Robert Wallace/James Kozlik, Co-Chair

ACTION ITEM – Status of Caspari Way road. David reported we have received approval to name the new road "Caspari Way" from all but one of the landowners who are contiguous to the road. He also reported that GLA hasn't received a response from W. Smith to our January 23, 2003 letter and response to his project application for Caspari Way. Robert noted he spoke to Smith and invited him to come to GLA meeting to present his side of the issue.

Board agreed to write a letter to Judith Filbert to inform her that GLA has not received response

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from William Smith to our January 23, 2003 that requests further road specifications for Caspari Way and which directs him to immediately place a barricade across Caspari road with a sign warning people that the road has not been approved and is unsafe for access. Remind Judith that if an accident occurs on this road, the Church may be liable because the GLA has already issued a written and verbal warning to both William and her and that GLA has clearly stated that it has not approved the road. Inform her if the barricade and sign are not put up in the next couple of days, the GLA will hire someone to do this and bill the Church for the expense.

ACTION ITEM – Status of Mr. Ranttalo's mobile home application
James Trisler 31-E (NG), who is Rantallo's neighbor, asked the Board about the status of a complaint he made to his realtor concerning Rantallo's mobile home and the junk around it. He also reported that Rantallo told him that he plans to keep his mobile home for a year. James wanted to know the GLA Board's position about the mobile home. David told James that GLA had not received his complaint from the realtor. He explained that GLA has not approved Rantallo's mobile home application. He also reviewed the GLA complaint procedures with James.

The board reviewed Rantallo's application for his mobile home and agreed that it was not complete or acceptable. It was noted that there is no clause in the Covenants that allows a person to use a mobile home for 1 year to build a construction office, but there is a clause that refers to having a mobile home to live in while a home is being constructed. The board noted that Rantallo's mobile home is not up to Glastonbury mobile home standards. Robert also confirmed that the mobile home and the junk around it is an eyesore.

MOTION: Philip Hoag motioned and Robert Wallace seconded to reject Rantallo's application for his mobile home which Rantallo wrote was a "temporary construction office only to be moved within 1 year as per the Covenants." GLA to write Rantallo and inform him that his application is not approved, that there is no clause in the Covenants allowing construction trailers on site, that his mobile home does not meet Glastonbury standards and that it must be removed in 30 days. Motion carried unanimously.

ACTION ITEM – Status of John Alexander's clean-up plan. David reported his conversation with Alexander about his property and that he needs to submit a written clean-up plan and a waiver to keep his mobile home. Alexander informed David that the bus was no longer on John's property, and it belonged to Jerome Tweedy, who moved it to a nearby property. Board agreed that GLA should write to Jerome Tweedy and give him 30 days to remove his abandoned bus or to submit a plan to remove it.

ACTION ITEM - Status of revisions to mobile home standards. No report.

ACTION ITEM – Status of sight distance for driveways in high SG. No report.

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4.2 Road Committee: James Trisdale/Philip Hoag, Co-Chair

ACTION ITEM – Status report on receiving purchased road signs. Denise reported that the signs should be arriving within a week or two.

ACTION ITEM – Status on repair of Capricorn Drive. guardrail & washout. No report.

ACTION ITEM – Status report on Mr. Matthew's and Goodman's response to GLA letter re. use of GLA roads. Denise reported we have received no response.

4.3 Complaint Committee: Charlotte Mizzi/Pamela May, Co-Chair

ACTION ITEM – Status of Complaint re:Rakela statues. Kathleen Rakela and her husband, Rik Pittendorfer, came to the meeting. They informed the board that Kathleen, not Rik, was the owner of the property and the statues. They presented their side of the story about the statues and compared the statues with other famous works of art. David informed Rakela that the complaint about their statues was no longer an issue for the GLA board to handle since the statues had been vandalized and destroyed.

During Rakela's presentation, the board made the following motion.
MOTION: Philip Hoag motioned and Robert Wallace seconded that the GLA Board of Directors condemns the act of vandalism on any property, including the vandalism of the statues on Kathleen Rakela's property and that it does not support this type of action. Motion carried with one abstention from Cynthia Blocker.

ACTION ITEM – Status of cleanup of Parcel 81 (SG)/ Hansard. David reported that GLA wrote to Hansard asking him to submit a written plan for clean-up of Parcel 81. Hansard wrote back and reported that he has been in the process of cleaning up the property for the last 3-4 months. David recently inspected Parcel 81 and reported there has been some change and that it appears that Hansard is in the process of cleaning up. He reported that GLA has written another letter to Hansard requesting that he send a plan for the clean-up of his parcel, listing dates.

ACTION ITEM – Status of Parcel 32 (NG)/Woodriff. David reported that we have received no response from Woodriff to our December 2002 letter. He proposed that we get pictures of the problem areas on her property; then ask if she would like to meet with the GLA board about her situation. If Woodriff doesn't want to meet, GLA will then hand the situation over to our attorney. Board agreed with David's proposal.

4.5 Land Use Master Plan Committee: Daniel Kehoe, Jr. (Chair), Orlando Johnson, Charlotte Mizzi & Pamela May. No report.

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4.6 Recreation Committee: Robert Wallace, (Chair), Edward Anderson, Orlando Johnson, Janet Naclerio.

Robert reported that the Committee met January 20, 2003 and accomplished the following:

- Voted Robert Wallace as Committee Chair
- Formed subcommittees of Treasurer, Construction, Master Plan, Fund-raising, Youth Club, Web Site and Advertising
- Ian obtained an electrical contract
- Set the following goals for 2003: build a soccer field—to do that we have contacted 2 well drillers; build pump house-Powel Gelderloos said he would build; create underground irrigation system; and plant grass. Committee needs approximately $10,000 to accomplish this. (ie. $5,000 from GLA and $5,000 from previously received donations to the Recreation Committee).

Robert passed around 2002 pictures of preliminary plans for recreation area.

4.7 Web Site Committee: Edward Anderson, Chair. No report.

4.8 Weed Committee: James Trisdale/Philip Hoag, Co-Chair. No report.

4.9 Ombudsman Report: Richard Allen (SG) Richard Johnson (NG) No reports.

5. Other Business

6. Next Meeting and Adjournment

The meeting was adjourned at 10:45 p.m. with no further business. The next meeting will be held March 3, 2003 at Golden Ratio Woodworks Cafeteria, 7 p.m.

NEW ACTION ITEMS:

GB020303	a) Board to approve proposed sign standards by e-mail. b) Send copy of sign standards and a sign application to Kathleen Rakela.
TR020303	Revise the budget proposal; send to board prior to March 3 meeting.
AR030303	Write letters to Judith Filbert, Rantallo, Alexander and Tweedy.
CP020303.1	Write the complainant (Brettschneider), about the status of clean-up on Parcel 81.
CP02030.2	Take pictures of the problem areas on Woodriff property; ask Woodriff if she would like to meet with the GLA board about her situation.

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Glastonbury Landowners Association

Board of Directors Meeting Agenda

February 3, 2003

1. **Call to Order, Opening Prayer**

2. **Reading and Disposition of Minutes**

3. **General Business**
   - 3.1 Selection of Committee Chairs
   - 3.2 GLA Standards/Procedures, status reports
     - 3.2.1. Architectural Standards
     - 3.2.2. Treasurer Standards/Procedures
     - 3.2.3. Elections Procedures

4. **Report of Officers and Committees.**
   - 4.1 **Treasurer's Report** – Cynthia Dodge-Blocker, Treasurer
     - ACTION ITEM – Update on liens
     - 4.1.1 Status on Campbell Lien
     - 4.1.2 Present Initial Year 2003 Budget Goals

   - 4.2 **Architecture Subcommittee** - Robert Wallace - Co-chair
     - ACTION ITEM – Status of Caspari Way road
     - ACTION ITEM – Status of Mr. Ranttalo's mobile home application
     - ACTION ITEM – Status of John Alexander's clean-up plan
     - ACTION ITEM - Status of revisions to mobile home standards
     - ACTION ITEM – Status of sight distance for driveways in high SG

   - 4.3 **Road Committee** – Philip Hoag and JT Trisdale - Co-Chair
     - ACTION ITEM – Status report on receiving purchased road signs
     - ACTION ITEM – Status on repair of Capricorn Dr. guardrail & washout
     - ACTION ITEM – Status report on Mr. Matthew's and Goodman's response to GLA letter re. use of GLA roads

   - 4.4 **Complaint Committee** – Charlotte Mizzi - Chair
     - ACTION ITEM – Status of Rakela/Pittendorfer re. statues
     - ACTION ITEM – Status of cleanup of Parcel 81 (SG), Hansard
     - ACTION ITEM – Status of Parcel 32 (NG), Woodriff

   - 4.5 **Land Use Master Plan Committee** - Daniel Kehoe, Jr. - Chair; Orlando J., Charlotte M. & Pamela M.

   - 4.6 **Recreation Committee** – Edward A., Orlando J., Janet N., Robert W.
     - ACTION ITEM – Present plans for recreation land

   - 4.7 **Web Site Committee:** Edward Anderson - Chair
     - ACTION ITEM – Report on converting web site so it will handle advertisements

   - 4.8 **Weed Committee:** Philip Hoag and JT Trisdale - Co-Chair

   - **4.9 Ombudsman Report** – Richard Allen (SG) & Richard Johnson (NG)

5. **Other Business**
   - ACTION ITEM – Status of installing culvert at SG water reservoir

6. **Next Meeting and Adjournment**

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Average Income over last three Years				
	Deposit '00	Deposits '01	Deposits '02	**Average per Month**
Janurary	$ 1,635.95	$ 4,733.54	$ 1,718.69	**$ 2,696.06**
Feburary	$ 10,067.00	$ 8,575.59	$ 2,372.82	**$ 7,005.14**
March	$ 12,710.98	$ 10,606.23	$ 18,705.75	**$ 14,007.65**
April	$ 8,961.37	$ 9,342.23	$ 13,407.99	**$ 10,570.53**
May	$ 4,912.75	$ 5,574.91	$ 3,940.22	**$ 4,809.29**
June	$ 717.98	$ 2,849.24	$ 2,031.80	**$ 1,866.34**
July	$ 2,142.26	$ 4,527.35	$ 2,788.48	**$ 3,152.70**
August	$ 4,450.95	$ 5,445.61	$ 4,799.15	**$ 4,898.57**
September	$ 4,761.56	$ 1,503.09	$ 2,122.29	**$ 2,795.65**
October	$ 4,035.76	$ 4,970.16	$ 5,343.76	**$ 4,783.23**
November	$ 19,932.54	$ 3,905.31	$ 8,071.36	**$ 10,636.40**
December	$ 1,841.17	$ 3,652.55	$ 11,663.43	**$ 5,719.05**
TOTAL	$ 76,170.27	$ 65,685.81	$ 76,965.74	**$ 72,940.61** Average Per Yr

GLA
P.O. Box 312
Emigrant, MT 59027

1-3-03

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GLASTONBURY LANDOWNERS ASSOCIATION, INC.
Proposed 2003 Budget

ITEM DESCRIPTION	AMOUNT Subtotal	AMOUNT Total	YEAR 2002 TOTALS Subtotals	YEAR 2002 TOTALS Totals	YEAR 2002 TOTALS Footnotes
Income		**94,062**		**70,771.20**	
General Income	**5,150**	5,150			
Donations	0		0.00		
Church, for Pavement Loan	2,550		2,554.46		
Finance charges	500		502.26		
Interest Income	2,100		2,302.50		
Assessments	**88,912**	88,912	**70,771.20**	70,771.20	
Land assessments:	**56,916**		**43,272.79**		
Pre-2001	1,900		1,687.98		Pre-2000
2001	1,500		1,554.99		2000
2002	6,290 *		4,881.97		2001
2003	36,936 *		32,207.85		2002
GAV	10,290 **		2,940.00		2002
Dwelling assessments:	**30,496**		**24,883.71**		
Pre-2001	1,200		1,687.98		Pre-2000
2001	1,000		1,010.01		2000
2002	5,400 *		2,837.63		2001
2003	22,896 *		19,348.09		2002
Late fees/Financial Chrges	**1,500**		**2,614.70**		
Expenses:		**94,062**		**79,268.91**	
Business Expenses	**7,225**	7,225	**5,530.96**	5,530.96	
Insurance	6,000		5,247.73		
Taxes	30		105.73		
Banking fees	25		12.50		
Licenses	30		30.00		
Rentals	140		135.00		
Gifts & donations	1,000		0.00		
Office Expenses	**2,250**	2,250	**2,382.21**	2,382.21	
Copying	500		464.00		
Postage	550		543.59		
Office Supplies	500		483.81		
Misc. Expenses	400		377.39		
Refreshments	300		263.42		
Petty cash account	?		250.00		
Professional Fees	**15,000**	15,000	**10,046.19**	10,046.19	
Accountant	100		85.00		
Bookkeeper	2,800		2,796.22		
Legal Council	2,000		1,126.19		
Secretary	7,000		5,548.28		
Treasuerer	300		322.50		
Manager	2,200		0.00		
Misc. Professional fees	300		0.00		

(See over)

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GLASTONBURY LANDOWNERS ASSOCIATION, INC.
Proposed 2003 Budget

Web Site		300		168.00	
Road Repairs & Maintenance		**48,900**	48,900	**48,938.66**	48,938.66
Loan payment		30,000		29,600.93	
Road Grading		12,000		11,737.50	
Road Maintainence		2,000		3,888.52	
Supplies		1,000		755.95	
Snow Removal	**3,900**	3,900		**2,955.76**	
Plowing	2,500			2,240.00	
Sanding	1,000			523.26	Less $5,000 for truck
Snow fences	400			192.50	
General Expenses		**3,400**	3,400	**3,003.61**	3,003.61
Cleanup Day		1,200		743.49	
Weed control		1,500		1,470.75	
Misc.		700		789.37	
Projects		**15,000**	15,000	**9,367.28**	9,367.28 Truck & Water Reservoir
Snow Plow		4,000			
Master Plan		1,000			
Guardrails		5,000			
Recreation Area		5,000			
Emergency Fund		2,287	2,287	0.00	0.00
Net Income			**0**		**-8,497.71**

Notes:

* Ninety Percent of the total outstanding 2002 and 2003 assessments

** Includes 2002 assessments not billed

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Glastonbury Landowners Association

Board of Directors Meeting Minutes

March 3, 2003

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1. **Call to Order, Prayer**

The meeting was called to order by David Tonkin at 7:25 p.m., at Golden Ratio Woodworks. Cynthia gave the opening prayer.
PRESENT: David Tonkin (President), Robert Wallace (Vice-President), Janet Naclerio (Secretary), Cynthia Blocker (Treasurer), Daniel Kehoe, Jr., James Kozlik, Pamela May, Charlotte Mizzi and James Trisdale (JT)
ABSENT: Philip Hoag, Orlando Johnson
PROXIES:
ALSO ATTENDING: Denise Orr (GLA secretary), Clare Parker (Accountant)

2. **Reading and Disposition of the Minutes General Business**

- February 3, 2003

MOTION: Charlotte motioned and Pamela seconded to approve the February 3, 2003 meeting minutes as written. Motion carried.

3. **General Business**

3.1 GLA Standards/Procedures, status reports

3.1.1. Treasurer Standards/Procedures: In process.

3.1.2 Election Procedures: Denise presented rough draft to David to review.

3.1.3 Sign Standards: David reported that he and Dan worked on the Proposed Sign Standards as stated in the 2/3/03 Board Motion. He passed out a draft of the proposed sign standards and reviewed revisions and additions that had been made. Other members of the Board suggested and agreed upon additional changes to the draft.
MOTION: Dan motioned and Charlotte seconded to approve the Proposed Sign Standards as amended. Motion carried.

New Secretarial Procedure: David suggested and the Board agreed that the list of New Action Items from GLA Meetings be e-mailed to Board on the first Monday following each board meeting.

David told Board that at the next meeting he would like to show a 20 minute video concerning how to have effective meetings.

4. **Report of Officers and Committees**

4.1 Treasurer's Report: Cynthia Dodge-Blocker, Treasurer
Cynthia passed out "Checkbook Transactions for GLA February 2003."
Clare passed out "Balance Sheet As of March 3, 2003" and "Income & Expense Budget Overview, Feb. 1 – Mar. 3, 2003." It was noted that 2nd page of Income & Expense does not have totals.

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Cynthia reported to the Board the inconvenience of needing to have 2 signatures on GLA checks and proposed that only 1 signature be required for checks under $500.
MOTION: Cynthia Blocker motioned and James Trisdale seconded that GLA require only one authorized signature on checks written for amounts below $500. Two authorized signatures will still be required for checks written for amounts of $500 or more. Motion carried.

ACTION ITEM – Update on Liens. Cynthia passed out "List of Delinquent Accounts under $500.00" and "New Motion to Consider Regarding Lien Process and Procedures, (To supercede all previous motions and procedures), March 3, 2003." Cynthia proposed that the Board approve a trigger dollar amount on delinquent assessments that would start the lien process. Board discussed this subject at length.
MOTION: Cynthia motioned and Dan seconded that the trigger dollar amount that starts the lien process on delinquent assessments will be $250. Motion carried.
Amendment to the above motion: Whenever GLA notices that a property is for sale, the GLA Treasurer may file a lien on delinquent assessments less than $250. Motion carried.

Pamela proposed that landowners will be motivated to pay their assessments on time (i.e. January 31 of each year) if they received a discount when doing so.
MOTION: Pamela motioned and James K. seconded to give landowners a 5% discount on the amount of yearly assessments due when landowners pay their full assessments by January 31 of each year. Motion carried.

4.1.1 Status on Campbell Lien. Cynthia reported that past due assessments for Campbell lien have been paid and the issue is resolved.
David reported that although a parcel may have a lien on it, the parcel can still be subdivided. The full lien can then be placed on the subdivided lots and be paid when the first lot of that subdivision is sold.

4.1.2 Revised Year 2003 Budget. David passed out "Revised 2003 Budget" and discussed with the Board.
MOTION: James K. motioned and Charlotte seconded to approve "Revised 2003 Budget." Motion carried.

4.2 Architecture Subcommittee - Robert Wallace/James Kozlik, Co-chair

ACTION ITEM – Status of Caspari Way road. (NG).
a) David reported that William Smith met last week at the site and discussed drainage, the warning signs and guardrails; William and he are in agreement about putting up guardrails. William will look into using the cable guardrail system, which is for slower speeds and is less expensive. Board agreed that GLA should put up a warning sign on Caspari Way since W. Smith has not done so.

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b) David reported that Robert received a letter, dated 2/14/03, from the Church's attorney, Thad Huse, regarding "Caspari Way Safety Issues." He passed around a draft of his response to that letter, and the Board agreed that he should send it as written.

ACTION ITEM – Status of Mr. Ranttalo's mobile home application. GLA has received no response from Ranttalo regarding GLA's response to his application.

ACTION ITEM – Status of John Alexander's clean up plan. Denise reported that the GLA project applications, including waiver form, were sent to Alexander and that GLA has not received his response.

ACTION ITEM -- Status of revisions to mobile home standards. No report.

ACTION ITEM – Status of sight distance for driveways in high SG. No report. David commented that we need to resend some of the letters we originally sent to landowners in high SG.

Parcel 51 (NG) Subdivision /Deanna Campbell & Church Universal & Triumphant: The Board discussed the subdivision and was concerned about the utility easement running right next to a house.
MOTION: Charlotte moved and JT seconded to approve Parcel 51 (NG) Subdivision/Deanna Campbell & Church Universal and Triumphant with the condition that either GLA receives a good reason for the existing location of the utility easement or we (GLA) recommend that the easement be moved to within the subdivision road easement. Motion carried

Lot 2A (NG)/Marjorie Lombard Steel Building Project: The building is a 2-story shop/garage of galvanized steel Quonset hut type building on a concrete slab. Board discussed that the building's appearance may be a problem for various reasons. Review of her project was tabled.
MOTION: JT moved and James K. seconded that Dan talk to M. Lombard about special roof, shrubbery, neighbor's input about building, etc. Dan to report back at next meeting Motion carried.

4.3 Road Committee: Philip Hoag/James Trisdale (JT), Co-Chair

ACTION ITEM – Status on repair of Capricorn Drive guard rail & washout. Not completed. Repair is not expected until the end of March. JT reported that the rail has been damaged again.

Janet reported that the same area near the damaged guard rail on Capricorn Drive can be very icy and dangerous. Board discussed temporary solutions.
MOTION: Janet motioned and James K. seconded to immediately install a temporary guard cable and warning/caution signs on the Capricorn Drive-North entrance road for safety reasons. Motion carried.

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ACTION ITEM – Status report on Mr. Matthew's and Goodman's response to GLA letter re. use of GLA roads. Tabled.

4.4 Complaint Committee: Charlotte Mizzi/Pamela May, Chair
ACTION ITEM – Status of K. Rakela Statue Issue. David reported that he received a postcard from Kathleen requesting GLA send a) attachments on the Smith's formal complaint about her statues (specifically neighbor's petitions and letters from Real Estate agents), b) the sign standards for Glastonbury and, c) a formal complaint form.
David reported that our attorney advised that we do not send Rakela the attachments to the Smith's complaint as the GLA Board is not taking any action on this complaint.
MOTION: Janet motioned and Dan seconded to send a letter to Rakela enclosing the sign standards, sign application and formal complaint form and stating that, on the advice of our attorney, we will not be forwarding the attachments to the Smith's complaint. Motion carried.

ACTION ITEM – Status of cleanup of Parcel 81 (SG)/ D. Hansard. No response yet to our request that he submit a plan as to when he will complete the clean up.

ACTION ITEM – Status of Parcel 32 (NG)/K. Woodriff. GLA received a letter from Kathleen today stating that a) she is lining up help to put up a roof , b) she has bought materials for roof, c) her contractor gave building plans to Eric Newhouse and he gave them to GLA secretary. Kathleen's letter did not address GLA's request in our Dec. 19, 2002 letter to her.

Board discussed possibly writing another letter to Woodriff. David proposed that Kathleen needs to clean up her area based on what the neighbor's believe is acceptable. JT reported 2 weeks ago he saw power lines leading from Woodriff's home to the tents she placed outside her home; he also sited personal belongings and duffle bags around tents which may indicate people are living in the tents. David & JT agreed to inspect tents and power lines and speak to Kathleen before we send another letter to her.

4.5 Land Use Master Plan Committee: Daniel Kehoe, Jr., Chair; Orlando Johnson., Charlotte Mizzi, Pamela May. No report.

4.6 Recreation Committee: Robert Wallace, Chair; Edward Anderson, Orlando Johnson & Janet Naclerio. No report.

ACTION ITEM – Present plans for recreation land. Tabled.

4.7 Web Site Committee: Edward Anderson, Chair. No report.
ACTION ITEM – Report on converting web site so it will handle advertisements. Tabled.

4.8 Weed Committee: James Trisdale /Philip Hoag, Co-Chair. No report.

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4.9 Ombudsman Report: Richard Allen(SG) Richard Johnson(NG) No reports.

5. Other Business.

ACTION ITEM – Status of installing culvert at SG water reservoir. No report.

6. Next Meeting and Adjournment

The meeting was adjourned at 10:15 p.m. with no further business. The next meeting will be held on April 7, 2003 at Golden Ratio Woodworks Cafeteria, 7 p.m.

NEW ACTION ITEMS:

GB030303.1	Denise to E-mail New Action Items to Board one week following each Board meeting.
GB030303.2	Bring TV/VCR to April meeting
GB030303.3	Chairs of GLA committees to bring a draft of their committee's responsibilities to April meeting.
TR030303.1	Clare to submit completed February "Balance Sheet" and "Income & Expense Budget Overview" reports to Cynthia and David. In the future, these reports probably should list data up through the end of the previous month, rather than data up to the day of the board meeting.
TR030303.2	Denise to send our bank the Board motion re: new policy regarding one signature for checks below $500.
AR030303.1a	Cynthia to make sign for Caspari Way. Dan Blocker to post.
AR030303.1b	David to send letter (as amended) to Thad Huse.
AR030303. 2	David to call J. Alexander
AR030303.3	At appropriate time, notify landowners of 5% discount on the amount of yearly assessments due when they pay their full assessments by January 31 of each year.
AR030303.4	Denise to send approval form w/stipulations to William Smith and Church re:

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Campbell Subdivision with cc's to Park County and Clare. GLA requests a response regarding approval with conditions.

AR030303.5 Daniel to call M. Lombard regarding her project application.

RD030303.2 Install warning/caution sign and temporary safety cable on Capricorn.

CP030303.1 Janet to send letter with complaint form, new sign standards and sign application form to K. Rakela.

CP030303.3 David and JT to speak with K. Woodriff & inspect her property.

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Glastonbury Landowners Association

Board of Directors Meeting Agenda

March 3, 2003

1. **Call to Order, Opening Prayer**

2. **Reading and Disposition of Minutes**
   - February 3, 2003

3. **General Business**
   3.1 GLA Standards/Procedures, status reports
      3.1.1. Treasurer Standards/Procedures
      3.1.2. Elections Procedures

4. **Report of Officers and Committees.**
   4.1 **Treasurer's Report** – Cynthia Dodge-Blocker, Treasurer
      ACTION ITEM – Update on liens
      4.1.1 Status on Campbell Lien
      4.1.2 Revised Year 2003 Budget

   4.2 **Architecture Subcommittee** - Robert Wallace, Co-chair
      ACTION ITEM – Status of Caspari Way road
      ACTION ITEM – Status of Mr. Ranttalo's mobile home application
      ACTION ITEM – Status of John Alexander's clean up plan
      ACTION ITEM - Status of revisions to mobile home standards
      ACTION ITEM – Status of sight distance for driveways in high SG

   4.3 **Road Committee** – Philip Hoag and JT Trisdale, Co-Chair
      ACTION ITEM – Status on repair of Capricorn Dr guardrail & washout
      ACTION ITEM – Status report on Mr. Matthew's and Goodman's response to GLA letter re. use of GLA roads

   4.4 **Complaint Committee** – Charlotte Mizzi - Chair
      ACTION ITEM – Status of Rakela/Pittendorfer re. statues
      ACTION ITEM – Status of cleanup of Parcel 81 (SG), Hansard
      ACTION ITEM – Status of Parcel 32 (NG) Woodriff

   4.5 **Land Use Master Plan Committee** - Daniel Kehoe, Jr., Co-chair

   4.6 **Recreation Committee** – Edward Anderson, Orlando Johnson, Janet Naclerio, Robert Wallace
      ACTION ITEM – Present plans for recreation land

   4.7 **Web Site Committee:** Edward Anderson, Chair
      ACTION ITEM – Report on converting web site so it will handle advertisements

   4.8 **Weed Committee:** Philip Hoag and JT Trisdale, Co-Chair
   4.9 **Clean-up Committee:** Philip Hoag & Charlotte Mizzi, Co-Chair

   4.10 Ombudsman Report – Richard Allen (SG) & Richard Johnson (NG)

5 **Other Business**
      ACTION ITEM – Status of installing culvert at SG water reservoir

6 **Next Meeting and Adjournment**

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GLASTONBURY LANDOWNERS ASSOCIATION, INC.
Proposed 2003 Budget

ITEM DESCRIPTION	AMOUNT Subtotal	AMOUNT Total	YEAR 2002 TOTALS Subtotals	YEAR 2002 TOTALS Totals	YEAR 2002 TOTALS Footnotes
Income		**90,262**		**67,896.49**	
General Income	**3,050**	3,050			
Church, for Paving Loan	2,550		2,554.46		
Interest Income	500		552.50		
Misc. Income	100		(389.54)		
Sanitation Bond Acct.	100		1,750.00		
Assessments	**87,212**	87,212	**67,896**	67,896	
Assessments Prior to 1998	100		220.00		
Dwelling assessments 1998	100				
Dwelling assessments 1999	300		350.50		1998
Dwelling assessments 2000	800		857.47		1999
Dwelling assessments 2001	1,000		1,010.01		2000
Dwelling assessments 2002	5,400	*	2,837.63		2001
Dwelling assessments 2003	22,896	*	19,348.09		2002
Golden Age Village	10,290	**	2,940.00		
Land assessments 1998	100				
Land assessments 1999	500		590.50		1998
Land assessments 2000	1,000		1,097.48		1999
Land assessments 2001	1,500		1,554.99		2000
Land assessments 2002	6,290	*	4,881.97		2001
Land assessments 2003	36,936	*	32,207.85		2002
Assess. Late Fees/Finance Chrges	**2,500**	2,500	**3,116.96**	3,116.96	
Financial Chrges	2,000		2,614.70		
Five Percent Penalties	500		502.26		
Expenses:		**90,262**		**77,523.78**	
Business Expenses	**8,900**	8,900	**6,748.46**	6,748.46	
Banking fees	30		12.50		
Gifts & donations	1,000		0.00		
Insurance	6,000		5,247.73		
Licenses	30		30.00		
Lien Filing	600		967.50		
Rentals	140		135.00		
Sanitation Bond Refunds	1,000		250.00		
Taxes	100		105.73		
Office Expenses	**2,250**	2,250	**2,420.15**	2,420.15	
Copying	500		464.00		
Postage	550		543.59		
Office Supplies	500		483.81		
Misc. Expenses	400		390.33		
Refreshments	300		263.42		
Petty cash account	0		275.00		

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GLASTONBURY LANDOWNERS ASSOCIATION, INC.
Proposed 2003 Budget

Professional Fees		**15,100**	15,100	**10,046.19**	10,046.19	
Accountant		100		85.00		
Bookkeeper		2,800		2,796.22		
Legal Council		2,000		1,126.19		
Manager		3,500		0.00		
Misc. Professional fees		100		0.00		
Secretary		6,000		5,548.28		
Treasuerer		300		322.50		
Web Site		300		168.00		
Road Repairs & Maintenance		**49,400**	49,400	**45,938.09**	45,938.09	
Loan payment		30,000		29,600.93		
Misc. Road Maintainence		2,000		3,205.12		
Misc. Supplies		1,000		871.28		
Road Grading		12,000		11,737.50		
Sanding	1,500	**4,400**		523.26		
Snow Plowing	2,500			2,923.40		
Snow fences	400			192.50		
General Expenses		**4,500**	4,500	**3,003.61**	3,003.61	
Cleanup Day		1,200		743.49		
Equipment Repair & Maint.		300				
Miscellaneous		500		789.37		
Weed control		2,500		1,470.75		
Misc. Projects		**10,000**	10,000	**9,367.28**	9,367.28	Truck & Fire Pond
Snow Plow		1,000				
Master Plan		1,000				
Guardrails		3,000				
Recreation Area		5,000				
Emergency Fund		**112**	112	0.00	0.00	
Net Income			**0**		**(9,627.29)**	

Notes:

* Ninety Percent of the total outstanding 2002 and 2003 assessments

** Includes 2002 assessments not billed

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103

Glastonbury Landowners Association
Board Member Proxy Notification

I, Pamela May,

give my proxy to Cynthia Blocker

for the GLA Board of Directors Meeting on March 1, 2003.
date

Pamela May
signature

3-1-03
date

GLA 01335

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Proxy

I Philip Hoag give my vote to Daniel Kehoe Jr. in my absence.

Philip J Hoag

31/03

GLA 01336

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NEW MOTION TO CONSIDER
REGARDING LIEN
PROCESS AND PROCEDURES
(To supercede all previous motions and procedures)
March 3, 2003

Motion to make the trigger dollar amount that starts the lien process on delinquent assessments be $250.00 as of January 1st.

Beginning January 2004 if payment of assessments is paid by January 31st in full landowner can take a 5% discount.

Motion passed 3/3/03

Process includes:

3.2.1 1) Addresses and ownership confirmed-starts with first list prepared Oct 31st.

3.2.2 2) Reminder Notice mailed and payment plan is offered. Sent by mid-November. (Form-reminder of Delinquent Assessments.doc)

3.2.1 3) If a landowner owes more than $50.00 in assessments, a Special half/payment plan is offered to allow people to vote. Half due at elections and balance due by March 31st of following year. Must be signed. (Form-Agreement to pay half-voting purposes.doc)

3.2.1 4) December 1st of each year a courtesy letter indicating that penalties and interest will be charged after January 1st. **"Have you forgotten" notice. Letter to be developed as yet.**

3.2.2 5) Final Notice of Delinquent Assessment Payment and 60 day notice of filing lien.-an extension agreement or payment plan offered. Property owner must contact treasurer. Sent as soon as possible after January 15th. Process took about 60 days to file liens after this second notice. Enclose a copy of statement from bookkeeper. (form-Final Notice-60 Day Notice of Filing Lien.doc)

3.2.2 6) Final Notice of Delinquent Assessment Payment and Notice of Claim of Lien-letter offers 10% discount if paid within 60 days. (Form-Lien Letter, Notice of Claim of Lien.doc)

3.2.3 7) If payment is received send thank you letter and notice of Lien Release coming within 30 days.(Form-Release of Lien)

3.2.2 8) File lien release within 30 days of payment. Mail copy to landowner.

Other Procedures that have been standardized

3.2.1 9) We will send out invoices 5 times per year. January 15th, April 1st, July 1st, October 1st and December 1st. Due date for each quarterly payment will be the last day of the Month-Jan 31st, April 30th, July 31st, and Oct. 31st. December 1st will be a **reminder notice** (yet to be developed) instead of a statement with the FYI notice.

C:\Documents and Settings\cblocker\Local Settings\Temporary Internet Files\OLK10\NEW MOTION TO CONSIDER-lien procedures.doc

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3.2.1 10) Final due date for all assessments on quarterly or monthly basis is October 31st of a given year. (Grace period between October 31st and January 1st.)

3.2.1 11) We will not longer add other flyers to memos with the Statements as it has caused the invoice to go out late.

3.2.1 12) Penalties and interest will be applied to the accounts that have not paid previous years assessments on January 10th mailed on the 15th of January.

3.2.1 13) We affirmed that assessments are due January 31st, unless the owner pays on the four equal payment plan basis and we will accept monthly payments even though they are not mentioned as an option in the covenants.

3.3.0 14) We will receive a report from the Parkers showing how the individual parcels are assessed to compared with our database yearly or twice yearly.

3.3.0 15) Make all subdivisions and final architectural applications copied not only for the file, but to cc Clare Parker as a normal practice and procedure.

3.3.0 16) Clare will print for the Treasurer monthly a Customer Contact list with the amounts owing.

3.1.2 17) Parkers will provide GLA with a disk or floppy of the database once per year. December 31st of any given year was the date chosen to do this. GLA will keep in the safety deposit box. Parkers weekly save the database off site for protection of the information as a normal practice.

3.3.0 18) Clare Parker to provide the Income & Expense Statement for Tax purposes as soon as possible after December 31st. Needed for Tom Shellenberg to prepare tax statements for Federal and State.

3.1.2 19) At the end of each year Treasurer to turn over all paid invoices and bank statements to secretary.

3.2.1 20) Verified that GLA can legally charge 1.5% interest compounded monthly. We are charging 18% interest compounded yearly at this current time. Difference is only about 1% between compounded monthly or yearly.

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GLA 01339

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Glastonbury Landowners Association

Board of Directors Meeting Minutes

April 7, 2003

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1. **Call to Order, Prayer**
   The meeting was called to order by David Tonkin at 7:25 p.m., at Golden Ratio Woodworks. James Kozlik gave the opening prayer.
   PRESENT: David Tonkin (President), Robert Wallace (Vice-President), Janet Naclerio (Secretary), Cynthia Dodge-Blocker (Treasurer), Daniel Kehoe, Jr., Charlotte Mizzi, James Kozlik, and Orlando Johnson
   ABSENT: Edward Anderson, Philip Hoag, Pamela May, James Trisdale (JT)
   PROXIES: Edward Anderson to Robert Wallace, Pamela May to Cynthia Blocker
   ALSO ATTENDING: Denise Orr (GLA secretary), Marjorie Lombard (landowner)

2. **Reading and Disposition of the Minutes General Business**
   March 3, 2003
   MOTION: Dan, Jr. motioned and Charlotte seconded to approve the 3/3/03 meeting minutes as amended. Motion carried.

3. **General Business**

   3.1 GLA Standards/Procedures, status reports. David reported that he met with Janet and Denise to draft secretarial standards/procedures. Denise is finalizing election standards.

4. **Report of Officers and Committees**

Charlotte suggested that we change the order of meeting agenda items—i.e. after the Treasurer's report, first discuss Old Business items and second discuss New Business items, which would include new items that are brought to the meeting.

4.1 Treasurer's Report – Cynthia Dodge-Blocker, Treasurer

Cynthia passed out "Check Book Transactions for March 2003," "Balance Sheet as of 3/31/03" and "Income and Expense Budget Overview, March 2003."

Board discussed that the cost of snowplowing is over-budget. Cynthia to research.

ACTION ITEM – Update on liens. Cynthia reported no liens have been filed in the past month. She passed out "Cost of Filing a Single Lien" (attached), which itemizes GLA's $50 lien charge to a variety of expenses involved with the cost of filing one lien. GLA actually spends $50.70 each time it files a lien

4.2 Architecture Subcommittee - Robert Wallace, Co-chair

ACTION ITEM – Status of Caspari Way road. David reported that the warning sign on Caspari Way is set up at the wrong location.

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Draft(s); 4/15/03; 4/22/03; 4/29/03; 5/5/03
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ACTION ITEM – Status of Paul Rantallo's mobile home application. The Board discussed that the mobile home has not been removed.

MOTION: Charlotte moved and Cynthia seconded to send a letter to Paul informing him that his mobile home must be removed within 30 days or GLA will seek injunctive action and a court order. Reminder that he needs permission from his neighbor(s) before he moves his trailer across their land and that he will be responsible for repairing any damages this move may cause. Motion carried.

ACTION ITEM - Parcel 3A (NG)/M. Lombard, Steel Building. Dan, Jr. reported he had discussed the Board's concern about her proposed building. Marjorie and the Board discussed other potential locations, etc. Marjorie informed the Board that she decided not to go forward with this project and for the time being was withdrawing her building application.

ACTION ITEM - Status of the mobile home on Parcel 5 (NG)/Daniel & Valerie O'Connell. Board discussed that Philip told owners last year that the home was not approved and needs to be removed.

MOTION: James Kozlik motioned and Orlando seconded that we write to Daniel & Valerie O'Connell and inform them that they need to move their mobile home off of Parcel 5 (NG) within 30 days. Motion carried.

ACTION ITEM – Status of John Alexander's clean up plan. David was not able to reach John. Denise to call John.

ACTION ITEM - Jerome Tweedy bus on or near John Alexander's land. Board discussed that J. Tweedy has not removed his abandoned bus within the 30 days we previously gave to him in our letter of 2/10/03. Board agreed that we should write to him again and inform him that if he doesn't remove it, we will contact the County to remove it.

ACTION ITEM – Status of Parcel 51 (NG) Subdivision. David reported William Smith responded to GLA's conditional approval of the subdivision by informing him that the easement in question was an existing easement for power and telephone lines. David informed William that GLA therefore approved the subdivision and sent a written final approval to William, the Church and cc'd the County.

Buried Culvert on Venus Way: Charlotte reported a safety issue--David Otis told her that the culvert below the reservoir (which contains 200,000 gallons of water) between 63 & 37 (NG) has been covered or taken out. Board discussed the safety issues involved and that P. Rantallo may be responsible for this action.

MOTION: Charlotte motioned and Robert seconded to send P. Rantallo a letter asking if he covered the culvert or if he has removed it. Inform Paul that if this is the case, a) Paul is responsible for putting the culvert back within 30 days, b) he should submit a plan as to how and when he will handle this,

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c) until the culvert is repaired, he is responsible for any damage that may occur to other landowner's property and the road. Motion carried.

Lot 6-B1 (NG)/Audra Christopher, Chicken Coup with Yard.
MOTION: Dan, Jr. motioned and Robert seconded to accept the plans for the Lot 6-B1 (NG)/Audra Christopher shed.

Lot 10-D (NG)/Christin Dhieux-Bray, Garden Shed/Chicken Coop.
James K. reported that the Architectural Subcommittee approved the shed and gave Christin verbal approval. Still need to send written approval.

4.3 Road Committee – Philip Hoag and JT Trisdale, Co-Chair

ACTION ITEM – Status on repair of Capricorn Dr guardrail & washout. Temporary repair to guardrail done. Still waiting for contractor to complete.

ACTION ITEM – Status report on Mr. Matthew's and Goodman's response to GLA letter re. use of GLA roads. Denise reported she received the new address for the Matthew's and that a new letter will be sent to them. We have received no response from Goodman. Board agreed Philip should call Goodman about this matter.

Virgo Way, SG: - David reported problem on Virgo Way that occurs each spring. The reason for the problem is that the spring under a part of the road thaws out and softens the road making it dangerous. The solution is to dig up the road, put in gravel and drain water from under road, but this is not currently in our budget. James to contact Eric Newhouse to get a bid and to contact David.

4.4 Complaint Committee – Charlotte Mizzi – Chair

ACTION ITEM – Status of Rakela re. statue issue. David reported that Rakela has asked to receive attachments to the Smith's formal complaint. On advice from our attorney we declined; David sent a letter of response on 3/23/03.

ACTION ITEM – Status of cleanup of Parcel 81 (SG)/Hansard. Denise reported that we have received no response from Hansard re: clean-up plan details. Denise presented a draft of a new letter to Hansard and David, Janet and James K. agreed that it should be sent.

ACTION ITEM – Status of Parcel 32 (NG)/ K. Woodriff. David reported that he and Pamela visited Kathleen in her home on 3/24/03 and he spoke with her on the phone on 4/4/03. He passed out and reviewed with the Board his 3/24/03 memo and his 4/4/03 letter to Kathleen that recounted what he had told her in the meeting and phone conversation—the bottom line being that Kathleen must submit a cleanup plan and an architectural building application within 10 days of the 3/24/03 memo or

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submit a request for a 30-day extension. David reported that Kathleen has not responded within the requested 10 days. The Board agreed that if GLA receives no response from her in the next few days, t we should hand the matter over to our attorney.

Kathleen Rakela Complaint re: William Smith's Real Estate Signs. David passed out copies of the complaint. Board discussed.
MOTION: James Kozlik motioned and Janet seconded that GLA should write William Smith regarding the formal complaint from Rakela and a) enclose copy of complaint b) include the GLA Sign Standards document, c) include a GLA sign application and request that he complete it and submit to the GLA. Send separate letter to Rakela that includes a copy of our letter to Smith and a cover letter explaining that GLA cannot, however, handle the portion of her complaint about the sign that is on county property because it is out of our jurisdiction. Motion carried.

4.5 Land Use Master Plan Committee - Daniel Kehoe, Jr., Co-chair. No report. Daniel reported that his committee would have meeting (Charlotte's home, April 28, 7 pm) concerning the revision of the Master Plan and then present their proposal to the Board.

4.6 Recreation Committee – Robert Wallace – Chair

ACTION ITEM – Present plans for recreation land.
Robert reported that a master plan will be presented to the board at the May meeting. He also reported that a representative from Home Depot, who budgets money for donations, came to a recent committee meeting and gave suggestions as to how the committee could acquire donations. Robert reported the progress on the soccer field: a well, pump and piping are being purchased for wholesale prices and local residents are donating free labor. Robert stated that the committee may be short $1,400 to proceed with installing an irrigation system.
MOTION: Charlotte motioned and Dan, Jr. seconded to approve that GLA could loan the Recreational Committee $1,400 for installing an irrigation system, if needed. This loan would need to be repaid to the GLA in 6 months with no interest. Motion carried.

4.7 Web Site Committee - Edward Anderson, Chair
OLD ACTION ITEM – Report on converting web site so it will handle advertisements. No report.
David reviewed a number of items that he will ask the Website Committee to research and decide upon.

4.8 Weed Committee: James Trisdale /Philip Hoag, Co-Chair. No report.

4.9 Ombudsman Report: Richard Allen(SG) Richard Johnson(NG) No reports.

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4.10 Clean-Up Committee: Charlotte Mizzi/Philip Hoag, Co-Chair.
Charlotte proposed and the Board agreed to have Spring Clean-Up Days (where we bring in green roll offs) on May 17 & 18 in North Glastonbury and on May 24, 25 & possibly 26 in South Glastonbury.

5. Other Business

NEW ACTION ITEM—Status of installing culvert at SG fire pond/reservoir. Done. However. There is water flowing off top of pond and culvert and going on to other landowners' property. Board discussed landscaping and safety issues re: pond.

6. Next Meeting and Adjournment
The meeting was adjourned at 10:15 p.m. with no further business. The next meeting will be held on May 5, 2003 at Golden Ratio Woodworks Cafeteria, 7 p.m.

NEW ACTION ITEMS:

GB040703 David to meet with Architectural Subcommittee and Weed Committee to discuss the standards/procedures for each committee.

TR040703 Cynthia to research if some of the costs of sanding and driving the truck have been mistakenly placed under "snowplowing" instead of "sanding." Also will check if there are some costs listed under "snowplowing" that should be listed under road grading. **Done**

AR040703.1 Denise to send letter to P. Rantallo regarding the removal of his mobile home. **Done.**

AR040703.2 Denise to send letter to P Rantallo regarding the covered culvert issue. **Done.**

AR040703.3 Denise to send letter to O'Connel's regarding the removal of their mobile home. **Done.**

AR040703.4 Denise to call J. Alexander regarding his clean-up plan. **Done.**

AR040703.5 Denise to draft letter to J. Tweedy regarding the removal of his bus. **Done.**

AR040703.6 Denise to send shed approvals to A. Christopher and C. Dhieux-Bray. **Done.**

RD040803.1 Dan Blocker to move sign on Gemini Rd. to proper location on Caspari Way. Also report if there is a Caspari Way sign posted.

RD040703.2 JT to be on location with contractor when guardrail is repaired on Capricorn. Save cable and chain, etc.

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RD040703.3 David and JT to determine where other guardrails are needed in Glastonbury.

RD040703.4 Philip to call Mr. Goodman about his response to December letter re: use of GLA roads.

RD040703.5 James K. to call Eric N. about bid to repair SG road that becomes soggy during the spring thaw; also ask Eric to call David for details.

CP040703.1 Denise to send final draft of letter (for Charlotte to sign) to Hansard. **(Done.)**

CP040703.2 David to bring K. Woodriff complaint issue to attorney.

CP040703.3 Denise to draft letter (for Charlotte to sign) to W. Smith re: Rakela sign complaint and cc to Rakela. Draft a separate letter to Rakela. **Done.**

WB040703.1 David to give Edward a list of website items to research. Also ask him about placing GLA database on secure website

WB040803.2 Dan to talk to Edward concerning the GLA website.

CU040703 Charlotte to organize Spring Clean-Up Days in NG & SG.

OB040703.1 Orlando to talk to a real estate company in Bozeman (with specialized liability insurance) about SG fire pond safety issue (i.e. putting up a 6 ft. chain-link fence around pond, a "No Trespassing" sign and a rope ladder inside the reservoir).

OB040803.2 David to talk to attorney about his recommendation about SG fire pond safety issue (i.e. putting up a 6 ft. chain-link fence around pond, a "No Trespassing" sign and a rope ladder inside the reservoir).

OB040803.3 David to talk to JT and Dan Blocker about lowering outlet of SG fire pond and landscaping. Also ask Dan to call fishery to ask recommendations for the type of fish we should put in pond. **Done.**

OB040703.4 Cynthia to inform Kistharts that we are investigating SG fire pond issue. **Done.**

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Glastonbury Landowners Association
Board of Directors Meeting Agenda
April 7, 2003

1. **Call to Order, Opening Prayer**

2. **Reading and Disposition of Minutes**
   - March 3, 2003

3 **General Business**
3.1 GLA Standards/Procedures, status reports

4 **Report of Officers and Committees.**
4.1 **Treasurer's Report** – Cynthia Dodge-Blocker, Treasurer
ACTION ITEM – Update on liens

4.2 **Architecture Subcommittee** - Robert Wallace, Co-chair
ACTION ITEM – Status of Caspari Way road
ACTION ITEM – Status of Paul Ranttalo's mobile home application
ACTION ITEM – Status of John Alexander's clean up plan
ACTION ITEM – Status of Parcel 51 (NG) Subdivision
Lot 6-B1 (NG)/Audra Christopher, Shed
Lot 10-D (NG)/Christin Dhieux-Bray, Shed

4.3 **Road Committee** – Philip Hoag and JT Trisdale, Co-Chair
ACTION ITEM – Status on repair of Capricorn Dr guardrail & washout
ACTION ITEM – Status report on Mr. Matthew's and Goodman's response to GLA letter re. use of GLA roads

4.4 **Complaint Committee** – Charlotte Mizzi - Chair
ACTION ITEM – Status of Rakela/Pittendorfer re. statue issue
ACTION ITEM – Status of cleanup of Parcel 81 (SG)/Hansard
ACTION ITEM – Status of Parcel 32 (NG)/ Woodriff

4.5 **Land Use Master Plan Committee** - Daniel Kehoe, Jr., Co-chair

4.6 **Recreation Committee** – Robert Wallace - Chair
ACTION ITEM – Present plans for recreation land

4.7 **Web Site Committee** - Edward Anderson, Chair
ACTION ITEM – Report on converting web site so it will handle advertisements

4.8 **Weed Committee** - Philip Hoag and James Trisdale, Co-Chair

4.9 **Clean-up Committee** - Philip Hoag & Charlotte Mizzi, Co-Chair

4.10 **Ombudsman Report** – Richard Allen (SG) & Richard Johnson (NG)

5 **Other Business**
ACTION ITEM – Status of installing culvert at SG water reservoir

6 **Next Meeting and Adjournment**

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GLASTONBURY LANDOWNERS ASSOCIATION, INC.

Balance Sheet

As of March 31, 2003

	Mar 31, 03
ASSETS	
Current Assets	
Checking/Savings	
1st National Bank Checking	4,559.80
1st National Bank Savings	33,266.87
Total Checking/Savings	37,826.67
Accounts Receivable	
Accounts Receivable	93,939.96
Total Accounts Receivable	93,939.96
Other Current Assets	
Undeposited Funds	-120.00
Total Other Current Assets	-120.00
Total Current Assets	131,646.63
Fixed Assets	
Paved Roads	1.00
Total Fixed Assets	1.00
TOTAL ASSETS	**131,647.63**
LIABILITIES & EQUITY	
Liabilities	
Long Term Liabilities	
Road Pavement Loan	244,312.31
Total Long Term Liabilities	244,312.31
Total Liabilities	244,312.31
Equity	
Beginning Balance	11,816.51
Opening Bal Equity	-244,401.30
Retained Earnings	68,327.68
Net Income	51,592.43
Total Equity	-112,664.68
TOTAL LIABILITIES & EQUITY	**131,647.63**

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GLASTONBURY LANDOWNERS ASSOCIATION, INC.
Income & Expense Budget Overview
March 2003

	Mar 03	Budget	$ Over Budget
Income			
1. General Income			
Church, for Road Paving Loan	0.00	212.50	-212.50
Interest Income	0.00	41.66	-41.66
Misc. Income	0.00	8.33	-8.33
Sanitation Bond Account	0.00	8.33	-8.33
Total 1. General Income	0.00	270.82	-270.82
2. Assessments			
Assessments prior to 1998	40.00	8.33	31.67
Dwelling Assessment 1998	0.00	8.33	-8.33
Dwelling Assessment 1999	0.00	25.00	-25.00
Dwelling Assessment 2000	20.00	66.66	-46.66
Dwelling Assessment 2001	15.00	83.33	-68.33
Dwelling Assessment 2002	70.00	450.00	-380.00
Dwelling Assessment 2003	1,120.00	1,908.00	-788.00
Golden Age Village Assessment	0.00	857.50	-857.50
Land Assessment 1998	120.00	8.33	111.67
Land Assessment 1999	120.00	41.66	78.34
Land Assessment 2000	195.00	83.33	111.67
Land Assessment 2001	135.00	125.00	10.00
Land Assessment 2002	310.00	524.16	-214.16
Land Assessment 2003	2,200.00	3,078.00	-878.00
Total 2. Assessments	4,345.00	7,267.63	-2,922.63
3. Late Fees/Finance Charges			
Finance Charges	423.70	166.66	257.04
Five Percent Penalty	32.00		
Total 3. Late Fees/Finance Charges	455.70	166.66	289.04
Total Income	4,800.70	7,705.11	-2,904.41
Expense			
A. Business Expenses			
1. Banking Fees	0.00	2.50	-2.50
2. Gifts & Donaitons	0.00	83.33	-83.33
3. Insurance	26.00	500.00	-474.00
4. Licenses	15.00	2.50	12.50
5. Lien Filing	213.50	50.00	163.50
6. Rentals	0.00	11.66	-11.66
7. Sanitation Bond Refunds	0.00	83.33	-83.33
8. Taxes	0.00	8.33	-8.33
Total A. Business Expenses	254.50	741.65	-487.15
B. Office Expense			
1. Copying	8.56	41.66	-33.10
2. Postage	31.50	45.83	-14.33
3. Office Supplies	233.84	41.66	192.18
4. Misc. Expenses	0.00	33.33	-33.33
5. Refreshments	0.00	25.00	-25.00
6. Petty Cash Account	0.00	25.00	-25.00
Total B. Office Expense	273.90	212.48	61.42
C. Professional Fees			
1. Accountant	0.00	8.33	-8.33
2. Bookkeeper	0.00	233.33	-233.33
3. Legal Council	0.00	166.66	-166.66
4. Manager	578.58	183.33	395.25
5. Misc. Professional Fees	0.00	8.33	-8.33
6. Secretarial	0.00	500.00	-500.00
7. Treasurer	0.00	25.00	-25.00
8. Web Site	225.00	25.00	200.00
Total C. Professional Fees	803.58	1,149.98	-346.40

GLA 01349

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GLASTONBURY LANDOWNERS ASSOCIATION, INC.
Income & Expense Budget Overview
March 2003

	Mar 03	Budget	$ Over Budget
D. Road Repairs & Maintenance			
1. Loan Payment	0.00	2,500.00	-2,500.00
2. Misc. Road Maint.	0.00	166.66	-166.66
3. Misc. Supplies	0.00	83.33	-83.33
4. Road Grading	0.00	1,000.00	-1,000.00
5. Sanding	0.00	125.00	-125.00
6. Snow Plowing	3,235.00	208.33	3,026.67
7. Snow Fences	0.00	33.33	-33.33
Total D. Road Repairs & Maintenance	3,235.00	4,116.65	-881.65
E. General Expenses			
1. Clean-up Day	0.00	100.00	-100.00
2. Equipment Repair & Maint.	0.00	25.00	-25.00
3. Miscellaneous	0.00	41.66	-41.66
4. Weed Control	0.00	125.00	-125.00
Total E. General Expenses	0.00	291.66	-291.66
F. Misc. Projects			
1. Snow Plow/Sander Truck	0.00	333.33	-333.33
2. Master Plan	0.00	83.33	-83.33
3. Guardrails	1,261.59	250.00	1,011.59
4. Recreation Area	0.00	333.33	-333.33
Total F. Misc. Projects	1,261.59	999.99	261.60
G. Emergency Fund	0.00	9.33	-9.33
Total Expense	5,828.57	7,521.74	-1,693.17
Net Income	**-1,027.87**	**183.37**	**-1,211.24**

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Glastonbury Landowners Association, Inc.

P.O. Box 312, Emigrant, MT 59027

Sign Standards

1) All signs shall be commercially produced or professionally lettered, worded in "good taste" as solely determined by the Board of Glastonbury Landowners Association (no profanity or obscene language) and kept in good repair.

2) All signs, excluding "No Trespassing," "Private Property," "No Hunting" and "Posted" shall be less than 2x3 ft. "No Trespassing," "Private Property," "No Hunting," and "Posted" signs shall be no larger than 14- by 16-inches

3) Minimum distance between postings of "No Trespassing," "Private Property," "No Hunting" and "Posted" signs is 50 feet apart

4) Landowners must submit an application to the GLA Board and receive approval prior to posting sign(s) in the following instances:

a) When sign is business or advertising related, excluding Real Estate and For Sale signs

b) When landowner is planning to post more than 2 (two) Real Estate or For Sale signs

c) When sign size exceeds 2x3 feet

d) Traffic warning signs such as Beware of Dog, Children at Play, Horses, etc. Such signs shall be commercially made.

5) Realtors must collect their signs within 30-days after sale of property

6) Property Ownership Designated Signs (PODS) are signs of a personal nature such as owner(s) name, property name, or greeting that are done in "good taste" are permitted. PODS signs larger than 1- by 2-feet shall be professionally lettered. Signs smaller than 1- by 2-feet or of a temporary nature may printed by hand.

7) All signs must be posted out of the road easement, in a location that will not affect traffic safety or block road visibility and no closer than 5-feet from the road surface. No permanent sign may be posted on property other than ones personal property unless written permission has been obtained, a copy is sent to the GLA Board and is keep on file until the sign is removed.

8) Placement of all traffic signs shall be done under the authority of Glastonbury Landowners Association Board.

9) Temporary signs such as advertising of garage sales, announcements of an event or other similar activity are allowed and may be hand printed or made provided they are removed after 3 days of the event. Temporary signs may be only posted on lands where permission has been granted by the landowner. Signs in road easements, such as attached to street signs need the permission of GLA.

10) Applications for sign placements on property owned by a landowner other than the applicant shall also have the landowner's signature on the application.

-End-

SignStandards Final.doc
(Adopted by Board of Directors on 3/4/03)

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COST OF FILING A SINGLE LIEN: Prepared 4-06-03 by Cynthia Blocker

File Lien:	$ 5.00
Release a lien	$ 5.00
Certified mail return receipt	$ 4.65
Trips to town to file-gas	$ 1.00
Prepare 2 notice letters	$12.00
Prepare lien and release	$12.00
Postage for three letters	$ 1.11
Long Distance calls, corrections, time discussing with landowner, additional postage for payment plan, research.	$10.00
TOTAL OUT OF POCKET	**$50.76**

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Glastonbury Landowners Association

Board Member Proxy Notification

I, Pamela May

Give my proxy to Cynthia Blocker

For the GLA Board of Directors Meeting on 4-7-03
date

Pamela Jr. May
signature

4-7-03
date

Glastonbury Landowners Association
Board Member Proxy Notification

I, Edward Anderson,

give my proxy to Robert Wallace

for the GLA Board of Directors Meeting on 4/7/03.
date

Edward J Anderson
signature

3/28/03
date

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2003-05-05_BDGN.pdf

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Glastonbury Landowners Association

Board of Directors Meeting Minutes

May 5, 2003

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1. **Call to Order, Prayer**
   The meeting was called to order by David Tonkin at 7:10 p.m., at Golden Ratio Woodworks. The meeting officially opened at 7:40 p.m. after video. Edward gave the opening prayer.
   PRESENT: David Tonkin (President), Robert Wallace (Vice-President), Janet Naclerio (Secretary), Cynthia Blocker (Treasurer), Daniel Kehoe, Jr., Charlotte Mizzi, James Kozlik, Orlando Johnson and Pamela May.
   ABSENT: James Trisdale, Philip Hoag PROXIES: None.
   ALSO ATTENDING: Denise Orr (GLA secretary), Clare Parker (Bookkeeper)

2. **Reading and Disposition of the Minutes General Business**
   MOTION: Charlotte motioned and Pamela seconded to approve the April 7, 2003 meeting minutes as amended. Motion carried.

3. **General Business**
   3.1 Old Business. None
   3.2 New Business
   3.2.1. Video about how to conduct a successful meeting.

4. **Report of Officers and Committees.**
   4.1 Treasurer's Report – Cynthia Dodge-Blocker, Treasurer
   4.1.1. Old Business
   William Smith Subdivision/Waiver Issue: Cynthia researched this issue. She reported that William Smith told her that when the GLA approved his subdivision in 2001, he requested a waiver on paying assessments on the lots he planned to sell and not develop. William stated he was told that the GLA granted him "a 2-year moratorium" on paying these assessments. Cynthia explained that our accountant was never informed about the subdivision and therefore did not bill William for the subdivided lots. Dan was on the Board in 2001 and stated the Board did not give final approval to Smith regarding this issue.

   The Board agreed that the GLA should a) ask William to send, in writing, his reasons for requesting a contractor's waiver; and b) invite him to our June meeting to present his side of the issue to the Board in person, if he chooses.

   The Board discussed that the GLA may want to allow landowners to postpone payment on each subdivided for-sale parcel until the parcel is sold. Assessment fee would not be waived, but would accumulate over time and be paid when a parcel is sold and could be taken out at the real estate settlement. Board to review at June meeting.

   ACTION ITEM: Sanding/Snow Plowing costs: Cynthia reported that the sanding/snow plowing costs recorded on the "April 2003 Income & Expense Report" is accurate.

   4.1.2. New Business.

File: Mtgmins 05 05 03.doc
Draft(s): 5/12/03; 5/21/03; 5/28/03; 6/2/03-FINAL
Amended: 6/2/03

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Cynthia passed out "Check Book Transactions for April 2003," "Balance Sheet as of 4/30/03," "Income and Expense Budget Overview, April 2003," "List of Delinquent Accounts under $500" and "2003 List of Delinquent Assessments Over $250.00."

4.2 Architecture Subcommittee - Robert Wallace, Co-chair

4.2.1. Old Business

ACTION ITEM – Status of Caspari Way road. David reported that the GLA received a second letter from the Church attorney that offered to share the guard rail cost with the the GLA. David will review this issue and get back to the GLA Board. Pamela also reported that the County approved the name of "Caspari Way."

ACTION ITEM – Status of Mr. Ranttalo's mobile home application. Letter was sent.

ACTION ITEM – Status of John Alexander's clean-up plan. Denise reported that John was waiting to receive special forms from the GLA for his clean-up plan. She presented a draft of a clean-up form that could be sent to John.
MOTION: Dan motioned and Robert seconded to send the draft clean-up form and a waiver form to Alexander. Motion carried.

4.2.2. New Business

104 (SG) Driveway Site Distance Waiver Request/David Tonkin: David presented his request for the sight distance to the right of his driveway to be reduced to 150 feet. Board reviewed details
MOTION: Daniel motioned and James K. seconded to approve David Tonkin's request for the sight distance to the right of his driveway to be reduced to 150 feet. Motion carried.

4.3 Road Committee – Philip Hoag and JT Trisdale, Co-Chair

4.3.1. Old Business

ACTION ITEM – Status of repair of the Capricorn Drive guard rail & washout. David reported that the guard rail is still pending contractor's repair and that the washout problem needs to be handled. Incomplete.

ACTION ITEM – Status report on Mr. Matthew's and Mr. Goodman's response to GLA letter re: use of GLA roads. Denise reported letter to Matthews was Done. Will check with Philip about follow-up call with Goodman.

ACTION ITEM – Installation of signs. David to talk to Dan Blocker.

ACTION ITEM – Location of new guard rails. David reported that he and JT made a list of needed guard rails and will present at June meeting.

ACTION ITEM – Cost of repairing VirgoWay. Waiting for bid from Eric.

File: Mtgmins 05 05 03.doc
Draft(s): 5/12/03; 5/21/03; 5/28/03; 6/2/03-FINAL
Amended: 6/2/03

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4.3.2. New Business
Board discussed speed limits required for Hercules Road due to frequent curves and blind spots
MOTION: Dan motioned and James K. seconded that there should be a sign at the bottom of Hercules road that reads "25 mph speed limit. 15 mph on curves". Motion carried.

4.4 Complaint Committee – Charlotte Mizzi - Chair
4.4.1. Old Business
ACTION ITEM – Status of Parcel 32 (NG) Woodriff. David reviewed the main points in his letter re: Woodriff is being sent to Swindlehurst this coming week.

ACTION ITEM – Status of sign complaint by Rakela. Charlotte presented a sign application from William Smith; the Board reviewed application and agreed the sign meets the GLA standards.
MOTION: Dan moved and James K. seconded to approve William Smith's sign application Motion carried.

ACTION ITEM – Status of Exposing Culvert under Venus Way. Tabled.

4.4.2. New Business.
Jerome Tweedy's Abandoned Bus: Charlotte presented letter from Jerome that stated his plans to move his bus by the end of May.

4.5 Land Use Master Plan Committee - Daniel Kehoe, Jr., Co-chair.
4.5.1 Old Business. None.

4.5.2 New Business. None.
ACTION ITEM – Report on Master Plan (MP) meeting. Dan reported that (2 or 3?) people attended a recent meeting to work on the MP. The Standards were lifted out of the MP which shortens it to 26 pages. Dan to send Standards to David.

4.6 Recreation Committee – Robert Wallace - Chair
4.6.1 Old Business
ACTION ITEM – Present plans for recreation land. Robert passed out yellow map of Phase 1 of plans for the proposed recreational area.

David reported that our attorney, John Glover, is drafting Bylaws for PVRC and will complete draft in 2 weeks for a fee of $500.

MOTION: Dan motioned and Robert seconded to approve Phase 1 of the Recreational Master Plan as shown on yellow map. Motion carried.

File: Mtgmins 05 05 03.doc
Draft(s): 5/12/03; 5/21/03; 5/28/03; 6/2/03-FINAL
Amended: 6/2/03

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4.6.2 New Business

Fund Raising Meeting: Robert passed out PVRC letter that included an invitation to ribbon cutting ceremony at the PVRC site and fundraising campaign on 5/9/03. Board reviewed and agreed that the letter's statement, "donations are tax deductible," should be deleted until non-profit status application for PVRC is completed.

4.7 Web Site Committee - Edward Anderson, Chair

4.7.1 Old Business

ACTION ITEM – Report on converting web site so it will handle advertisements

Edward passed out a picture of GLA-MT.ORG website page and Board suggested changes/edits, including deleting Draft Master Plan and adding Standards. Edward responded to a list of questions that David posed in a memo regarding putting Real Estate ads on website. Board discussed criteria for realtors placing ads and keeping them on our website, including stipulation that they must inform GLA when they sell Glastonbury homes or property and pay a monthly or quarterly fee for their ads.

4.7.2 New Business. None.

4.8 Weed Committee - Philip Hoag and JT Trisdale, Co-Chair.

4.8.1 Old Business. None.

4.8.2 New Business. None

4.9 Clean-up Committee - Philip Hoag & Charlotte Mizzi, Co-Chair.

4.9.1 Old Business: May Clean-Up Days-Charlotte reported that she was having difficulty renting green roll offs for the dates originally planned and may have to choose alternate dates.

4.9.2 New Business. None.

4.9 Ombudsman Report – Richard Allen (SG) & Richard Johnson (NG). No report.

5. Other Business

5.1 Fire Reservoir.

5.1.1 Old Business

ACTION ITEM – Status of landscaping, lowering outlet, adding fish, adding a fence, obtaining attorney's and insurance people's opinion on need. David reported that the outlet of the reservoir had been lowered. David and Orlando to do further research on remaining issues.

5.1.2 New Business. None.

6. Next Meeting and Adjournment

The meeting was adjourned at 10:00 p.m. with no further business. The next meeting will be held June 2, 2003 at Golden Ratio Woodworks Cafeteria, 7 p.m.

File: Mtgmins 05 05 03.doc
Draft(s): 5/12/03; 5/21/03; 5/28/03; 6/2/03-FINAL
Amended: 6/2/03

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NEW ACTION ITEMS:

TR050503 .1 Ask William Smith to send, in writing, his reasons for requesting a waiver, and b) invite him to come to our June meeting if he would like to present his side of the issue to the Board in person.

TR050503.2 Dan to formulate questions for attorney regarding the GLA Board granting assessment variances on subdivided parcels and will send them to David.

AR050503.1 David to report to the GLA Board concerning recent letter from Church's attorney concerning sharing the cost of guard rails on Caspari Way.

AR050503.2 Denise to send clean-up form and a waiver form to J. Alexander. **Done.**

AR050503.3 Denise to send Board's project review approval to David Tonkin.

RD050503.1 Denise to contact Philip regarding follow up call to Mr. Goodman re: use of roads. **Done**

RD050503.2 David to talk to Dan Blocker re: installation of signs.

RD050503.3 JT to present list of needed guard rails at June meeting

RD050503.4 Waiting for bid from Eric for repairing Virgo Way.

RD050503.5 David & Dan to make changes to Road Standards

RD050503.6 David to research speed limit sign for Hercules Road. .

CP050503.1 Denise to send letter to Swindlehurst re: Woodriff issue. **Done.**

CP050503.2. Denise to send sign approval to W. Smith and copy to Rakela.

MP050503.1 Denise to e-mail new sign standards to Dan. **Done.**

MP050503.2 Dan to complete edits on Master Plan and send to David. **Done.**

MP050503.3 David to submit proposed changes to Bylaws and Covenants documents.

WS050503.1 Edward to incorporate Board's 5/5/03 suggestions for website page and e-mail to Board.

WS050503.2 Janet to draft a letter to realtors introducing our website ad offer.

File: Mtgmins 05 05 03.doc
Draft(s): 5/12/03; 5/21/03; 5/28/03; 6/2/03-FINAL
Amended: 6/2/03

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Glastonbury Landowners Association, Inc.
Board of Directors Meeting Agenda
May 5, 2003

1. **Call to Order, Opening Prayer**

2. **Reading and Disposition of Minutes**
April 7, 2003

3. **General Business**
3.1 New Business
3.1.1. Video of how to conduct a successful meeting

4. **Report of Officers and Committees.**
4.1 **Treasurer's Report** – Cynthia Dodge-Blocker, Treasurer
4.1.1. Old Business
ACTION ITEM: Sanding/Snow plowing costs
4.1.2. New Business

4.2 **Architecture Subcommittee** - Robert Wallace, Co-chair
4.2.1. Old Business
ACTION ITEM – Status of Caspari Way road
ACTION ITEM – Status of Mr. Ranttalo's mobile home application
ACTION ITEM – Status of John Alexander's clean up plan
4.2.2. New Business
Review Tonkin's Waiver

4.3 **Road Committee** – Philip Hoag and JT Trisdale, Co-Chair
4.3.1. Old Business
ACTION ITEM – Status on repair of Capricorn Dr guardrail & washout
ACTION ITEM – Status report on Mr. Matthew's and Goodman's response to GLA letter re: use of GLA roads
ACTION ITEM – Installation of signs
ACTION ITEM – Location of new guardrails
ACTION ITEM – Cost of repairing Virgo Way
4.3.2. New Business

4.4 **Complaint Committee** – Charlotte Mizzi - Chair
4.4.1. Old Business
ACTION ITEM – Status of Parcel 32 (NG) Woodriff
ACTION ITEM – Status of sign complaint by Rakela
ACTION ITEM – Status of Exposing Culvert under Venus Way
4.4.2. New Business

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4.5 **Land Use Master Plan Committee** - Daniel Kehoe, Jr., Co-chair
4.5.1. Old Business
ACTION ITEM – Report on MP meeting
4.5.2. New Business

4.6 **Recreation Committee** – Robert Wallace - Chair
4.6.1. Old Business
ACTION ITEM – Present plans for recreation land
4.6.2. New Business
Fund Raising Meeting

4.7 **Web Site Committee** - Edward Anderson, Chair
4.7.1. Old Business
ACTION ITEM – Report on converting web site so it will handle advertisements

4.8 **Weed Committee** - Philip Hoag and JT Trisdale, Co-Chair

4.9 **Clean-up Committee** - Philip Hoag & Charlotte Mizzi, Co-Chair

4.10 **Ombudsman Report** – Richard Allen (SG) & Richard Johnson (NG)

5. Other Business
5.1 Fire Reservoir
5.1.1. Old Business
ACTION ITEM – Status of landscaping, lowing outlet, adding fish, adding a fence (attorney's and insurance people's opinion on need of)
5.2 New Business

6. Next Meeting and Adjournment

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GLASTONBURY LANDOWNERS ASSOCIATION, INC.

05/05/03

Balance Sheet
As of April 30, 2003

	Apr 30, 03
ASSETS	
Current Assets	
Checking/Savings	
1st National Bank Checking	3,486.24
1st National Bank Savings	33,266.87
Total Checking/Savings	36,753.11
Accounts Receivable	
Accounts Receivable	84,661.39
Total Accounts Receivable	84,661.39
Total Current Assets	121,414.50
Fixed Assets	
Paved Roads	1.00
Total Fixed Assets	1.00
TOTAL ASSETS	**121,415.50**
LIABILITIES & EQUITY	
Liabilities	
Long Term Liabilities	
Road Pavement Loan	244,312.31
Total Long Term Liabilities	244,312.31
Total Liabilities	244,312.31
Equity	
Beginning Balance	11,816.51
Opening Bal Equity	-244,401.30
Retained Earnings	67,675.22
Net Income	42,012.76
Total Equity	-122,896.81
TOTAL LIABILITIES & EQUITY	**121,415.50**

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GLASTONBURY LANDOWNERS ASSOCIATION, INC.
Income & Expense Budget Overview
April 2003

	Apr 03	Budget	$ Over Budget
Income			
1. General Income			
Church, for Road Paving Loan	0.00	212.50	-212.50
Interest Income	0.00	41.66	-41.66
Misc. Income	0.00	8.33	-8.33
Sanitation Bond Account	0.00	8.33	-8.33
Total 1. General Income	0.00	270.82	-270.82
2. Assessments			
Assessments prior to 1998	0.00	8.33	-8.33
Dwelling Assessment 1998	0.00	8.33	-8.33
Dwelling Assessment 1999	20.00	25.00	-5.00
Dwelling Assessment 2000	203.32	66.66	136.66
Dwelling Assessment 2001	0.00	83.33	-83.33
Dwelling Assessment 2002	714.77	450.00	264.77
Dwelling Assessment 2003	3,027.54	1,908.00	1,119.54
Golden Age Village Assessment	0.00	857.50	-857.50
Land Assessment 1998	0.00	8.33	-8.33
Land Assessment 1999	20.00	41.66	-21.66
Land Assessment 2000	216.68	83.33	133.35
Land Assessment 2001	240.00	125.00	115.00
Land Assessment 2002	714.77	524.16	190.61
Land Assessment 2003	4,823.38	3,078.00	1,745.38
Total 2. Assessments	9,980.46	7,267.63	2,712.83
3. Late Fees/Finance Charges			
Finance Charges	260.22	166.66	93.56
Five Percent Penalty	36.00		
Total 3. Late Fees/Finance Charges	296.22	166.66	129.56
Total Income	10,276.68	7,705.11	2,571.57
Expense			
A. Business Expenses			
1. Banking Fees	0.00	2.50	-2.50
2. Gifts & Donaitons	0.00	83.33	-83.33
3. Insurance	0.00	500.00	-500.00
4. Licenses	0.00	2.50	-2.50
5. Lien Filing	108.00	50.00	58.00
6. Rentals	0.00	11.66	-11.66
7. Sanitation Bond Refunds	0.00	83.33	-83.33
8. Taxes	0.00	8.33	-8.33
Total A. Business Expenses	108.00	741.65	-633.65
B. Office Expense			
1. Copying	0.00	41.66	-41.66
2. Postage	0.00	45.83	-45.83
3. Office Supplies	0.00	41.66	-41.66
4. Misc. Expenses	0.00	33.33	-33.33
5. Refreshments	0.00	25.00	-25.00
6. Petty Cash Account	0.00	25.00	-25.00
Total B. Office Expense	0.00	212.48	-212.48
C. Professional Fees			
1. Accountant	0.00	8.33	-8.33
2. Bookkeeper	0.00	233.33	-233.33
3. Legal Council	277.50	166.66	110.84
4. Manager	778.97	183.33	595.64
5. Misc. Professional Fees	0.00	8.33	-8.33
6. Secretarial	804.00	500.00	304.00
7. Treasurer	0.00	25.00	-25.00
8. Web Site	0.00	25.00	-25.00
Total C. Professional Fees	1,860.47	1,149.98	710.49

GLA 01364

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GLASTONBURY LANDOWNERS ASSOCIATION, INC.
Income & Expense Budget Overview
April 2003

	Apr 03	Budget	$ Over Budget
D. Road Repairs & Maintenance			
1. Loan Payment	0.00	2,500.00	-2,500.00
2. Misc. Road Maint.	0.00	166.66	-166.66
3. Misc. Supplies	0.00	83.33	-83.33
4. Road Grading	2,460.00	1,000.00	1,460.00
5. Sanding	0.00	125.00	-125.00
6. Snow Plowing	385.00	208.33	176.67
7. Snow Fences	0.00	33.33	-33.33
Total D. Road Repairs & Maintenance	2,845.00	4,116.65	-1,271.65
E. General Expenses			
1. Clean-up Day	0.00	100.00	-100.00
2. Equipment Repair & Maint.	0.00	25.00	-25.00
3. Miscellaneous	742.70	41.66	701.04
4. Weed Control	0.00	125.00	-125.00
Total E. General Expenses	742.70	291.66	451.04
F. Misc. Projects			
1. Snow Plow/Sander Truck	0.00	333.33	-333.33
2. Master Plan	0.00	83.33	-83.33
3. Guardrails	0.00	250.00	-250.00
4. Recreation Area	5,000.00	333.33	4,666.67
Total F. Misc. Projects	5,000.00	999.99	4,000.01
G. Emergency Fund	0.00	9.33	-9.33
Total Expense	10,556.17	7,521.74	3,034.43
Net Income	**-279.49**	**183.37**	**-462.86**

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List of Delinquent Accounts under $ 500.00

1/30/03				LATE PLUS	
Glastonbury Landowners Assoc.			**LATE CHARGES**	CURRENT CHARGE	
NAME	**# 1 letter-Reminer sent**	**Pacel #**	**Due as of Dec 02**	**Bal as of Jan. 15th**	**Bal. As of Aril 30th**
BHES Shelter-Marcia Wollerman (Suzanne Anderson-cc)	11/11/02	NG37D	**$ 460.79**	$ 580.79	$ 580.79
Thomas Germaine-cc	11/11/02	SG24	**$ 448.66**	$ 808.66	$ 743.40
Chalice Well/ James Shafer-verbal will pay	11/11/02	SG84	**$ 299.17**	$ 419.17	$ 419.17
Diaz, John	10/28/02	SG32B	**$ 297.31**	$ 537.31	$ 537.31
Pamela M. & Johan D.B Lindstrom	11/11/02	SG93A	**$ 410.31**	$ 595.31	$ 420.31
Hayward,Donald	11/11/02	SG35C	**$ 457.69**	$ 817.69	$ 817.69
Earth Home Properties-Newhouse, Craig	11/11/02	NG57E-1	**$ 466.99**	$ 586.99	$ 586.99
Patterson, Dewayne	11/11/02	NG37A	**$ 432.91**	$ 652.91	$ 652.91
Petterson, Ola	11/28/03	SG 103	**$ 598.32**	$ 838.32	$ 838.32
Sherwood, Robert/Sonne of Man	11/11/02	SG50D	**$ 299.17**	$ 419.17	$ 419.17
Terhorst, Jacobus	11/11/02	SG60	**$ 339.61**	$ 459.61	$ 459.61
Scott Pellet	11/7/02	SG83	**$ 466.99**	$ 592.99	$ 567.99
TOTAL			**$ 4,977.92**	**$7,308.92**	**$7,043.66**

as of 3-03-03 Liens will be filed if the delinquent assessment is at least $250.00

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GLA	3/19/03				
				Statement included	
Payment Plan on sent	**Payment Plan on received**	**Amount to pay monthly**	**Checked on MIS Mapping System**	**Date Second notice sent # 2 letter**	**NOTES**
			X	19-Mar	
			X	19-Mar	
			X	19-Mar	
7-Feb			X	19-Mar	
8-Apr	25-Apr	$50.00	X	19-Mar	
23-Apr		$100.00	X	19-Mar	
			X	19-Mar	Business name used at clerks office
			X	19-Mar	
Lien HOLD				19-Mar	Church asked us to hold
			X	19-Mar	
			X	19-Mar	Could not pay-letter sent
25-Apr			X	19-Mar	Scott Pellet-received new add.

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2003 list of delinquent assessment			over	$250.00	GLA				
1/30/03				LATE PLUS					
Glastonbury Landowners Assoc.			LATE CHARGE	CURRENT CHARGE				Cynthia Prepare	
NAME	# 1 letter-Reminder sent-enter date	Pacel #	Due as of Jan. 15, 02	Due as of mar. 4,03	Payment Plan sent?	Hold Lien-Payment Agreement on file?	PAID IN FULL	Date Second notice sent # 2 letter sent	Clerk Recorder-NOTES
Blais, Harold	No	NG 11D	299.11	539.11				3/23/03	
Boise, Steven	No	SG 31B	286.59	526.59			PAID	3/23/03	
Bowden, Anne	No	SG43A	299.11	539.11				3/23/03	
Diehl, Rose-Aline	No	SG25D	299.11	539.11				3/23/03	
Dubiel, Mary Ann	No	NG2E-1	299.11	539.11				3/23/03	
Duke,David & Roxanne	No	NG33	299.11	539.11				3/23/03	3 address listed
Eisvang, Jorn	No	SG64	269.55	269.55				3/23/03	
Glennon, Margaret Alfaro	No	SG100	293.11	533.11			PAID	3/23/03	
Knoop, Mary	No	NG 47A	299.11	539.11				3/23/03	
Murphy, Carlson Patricia	No	NG37E	299.11	539.11				3/23/03	
Nelson, Stuart	No	SG 18-2	299.11	539.11				3/23/03	
Smith, William	No	NG 54	299.17	419.17	Yes	Yes		3/23/03	
Smith, William	No	NG55	299.17	419.17	Yes	Yes		3/23/03	
Thorpe, Catherine	No	SG 6 B 3	299.11	539.11				3/23/03	

C:\My Documents\$250 delinquent assessments

GLA 01367

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2003 list of delinquent assessment			over	$250.00	GLA				
1/30/03	reminder sent	Lot NO.	Delquent amount	Total due to date	send payment form	Rec'd Pay form	GIS system	60 day notice	
Glastonbury Lantlowners Assoc.			plus late fees				checked	mailed	
Blais, Harold co tax payer, Kristy L. Hall	No	NG 11D	$ 299.11	$ 539.11	Yes		May 8th	3/23/03	
Bowden, Anne Hall	No	SG43A	$ 299.11	$ 539.11			May 8th	3/23/03	Orlando's address
Diehl,Derlise	No	SG25D	$ 299.11	$ 534.11			May 8th	3/23/03	copy to the mother
Duke,David & Roxanne	No	NG33	$ 299.11	$ 539.11	discussed		May 8th	3/23/03	3 address listed
Eisveng, Jom Thomas	No	SG64	$ 269.55	$ 269.55			May 8th	3/23/03	
Knoop, Mary L.	No	NG 47A	$ 299.11	$ 539.11			May 8th	3/23/03	
Carlson, Patricia Murphy	No	NG37E	$ 299.11	$ 539.11			May 8th	3/23/03	2 addresses use both
Thorpe, Catherine S	No	SG 6 B 3	$ 299.11	$ 539.11			May 8th	3/23/03	Deleased-Robert Jovick
Totals			$ 2,363.32	$ 4,038.32					
Accounts paid in full									
Boise, Steven	No	SG 31B	$ 286.59	$ -			PAID	3/22/03	
Glennon, Margaret Alfaro	No	SG100	$ 293.11				PAID	3/23/03	
Dubiel, Mary Ann	No	NG2E-1	$ 299.11	$ 240.00			PAID	5/6/03	
Smith, William	No	NG 54	$ 299.17	$ 419.17	Yes	Yes	Paid	3/23/03	
Smith, William	No	NG55	$ 299.17	$ 419.17	Yes	Yes	Paid	3/23/03	
Hazen, John	No	SG-25-A	$ 900.00	$ 37.01			PAID	4/28/03	
Nelson, Stuart	No	SG 18-2	$ 299.11	$ 539.11	Yes		May 8th	3/23/03	Neil 17% owner
Totals			$ 2,676.26 Collected	$ 1,654.46 Current					

C:\My Documents\Copy of $250 delinquent assessments-2nd copy

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List of Delinquent Accounts under $ 500.00

GLA 3/19/03

1/30/03

Glastonbury Landowners Assoc.

NAME	# 1 letter-Reminder sent	Parcel #	LATE CHARGES Due as of Dec 02	LATE PLUS CURRENT CHARGE Bal as of Jan. 15th	Bal. As of April 30th	Payment Plan on sent	Payment Plan on received	Amount to pay monthly	Checked on MIS Mapping System	Statement included Date Second notice sent # 2 letter	NOTES
BHESS Shelter-Marcia Wollerman (Suzanne Anderson-cc-Gis system)	11/11/02	NG37D	$ 460.79	$ 580.79	$ 580.79				X	19-Mar	cc Orlando
Thomas, Germaine-cc	11/11/02	SG24	$ 443.66	$ 608.66	$ 743.40				X	19-Mar	
Chalice Well/ James Shafer-verbal will pay	11/11/02	SG84	$ 293.17	$ 419.17	$ 419.17				X	19-Mar	
Diaz, John	10/23/02	SG32B	$ 297.31	$ 537.31	$ 537.31	7-Feb			X	19-Mar	
Hayward,Donald	11/11/02	SG35C	$ 457.69	$ 817.69	$ 817.69	23-Apr		$100.00	X	19-Mar	
Earth Home Properties-Newhouse, Craig	11/11/02	NG57E-1	$ 466.99	$ 586.99	$ 586.99				X	19-Mar	Business name used at clerks office
Patterson, Dewayrie	11/11/02	NG37A	$ 432.91	$ 652.91	$ 652.91	16-May		$100.00	X	19-Mar	
Petterson, Ola	11/23/03	SG 103	$ 593.32	$ 838.32	$ 838.32	Lien HOLD				19-Mar	Church asked us to hold
Sherwood, Robert/Sonne of Man	11/11/02	SG50D	$ 293.17	$ 419.17	$ 419.17				X	19-Mar	
Scott Pellet	11/7/02	SG83	$ 466.99	$ 592.99	$ 567.99	25-Apr			X	19-Mar	Scott Pellet-received new add.
TOTAL			$ 4,223.00	$6,254.00	$6,163.74						

as of 3-03-03 Liens will be filed if the delinquent assessment is at least $250.00

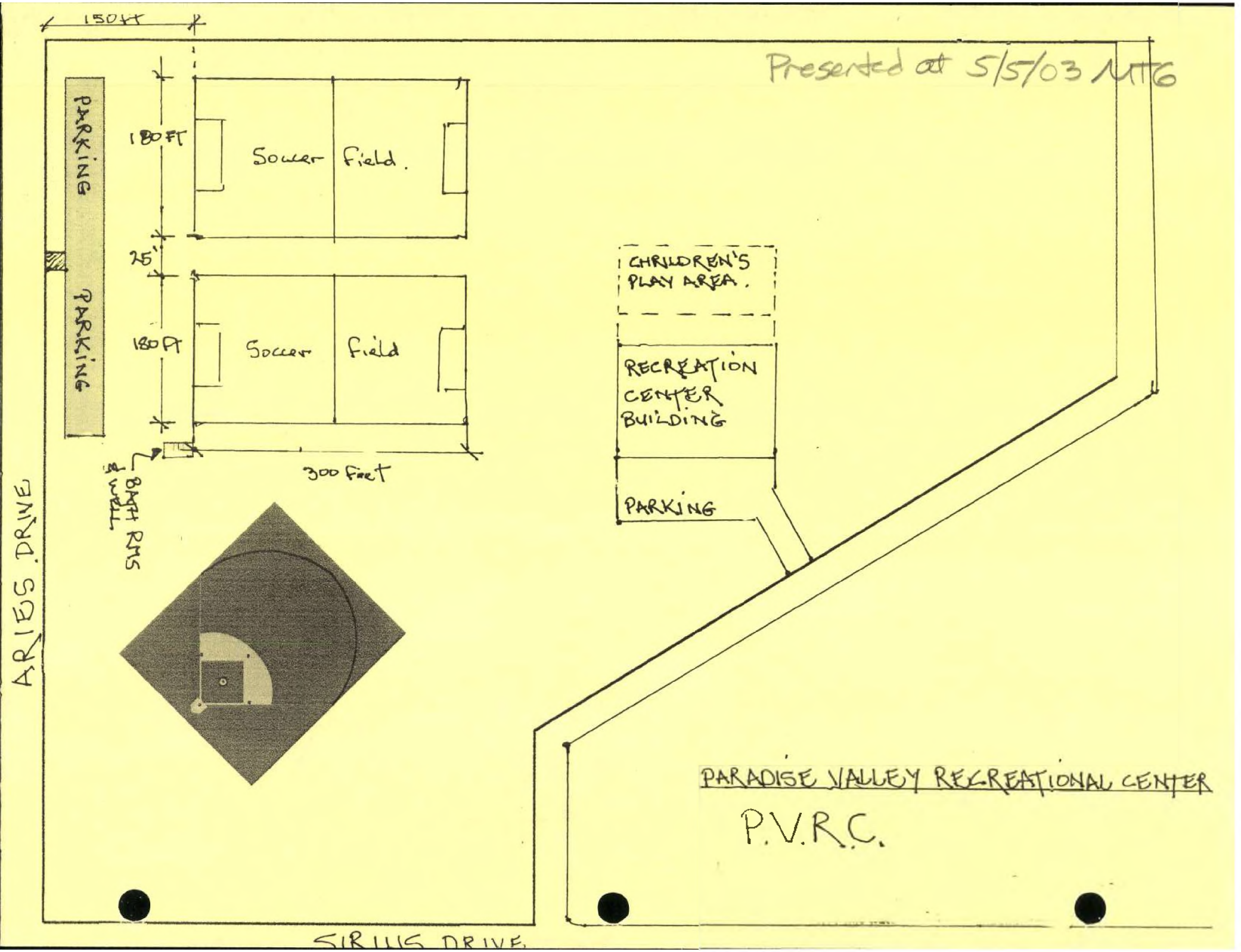
Payment Plans on file **Signed**

Pamela M. & Johan D.B Lindstrom	11/11/02	SG93A	$ 192.31	$ 595.31	$ 420.31	8-Apr	25-Apr	$50.00	X	19-Mar	
Terhorst, Jacobus	11/11/02	SG60	$ 339.61	$ 459.61	$ 459.61	April 24th	May 15th	$30.00	X	19-Mar	Copy to Orlando

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GLA 01369

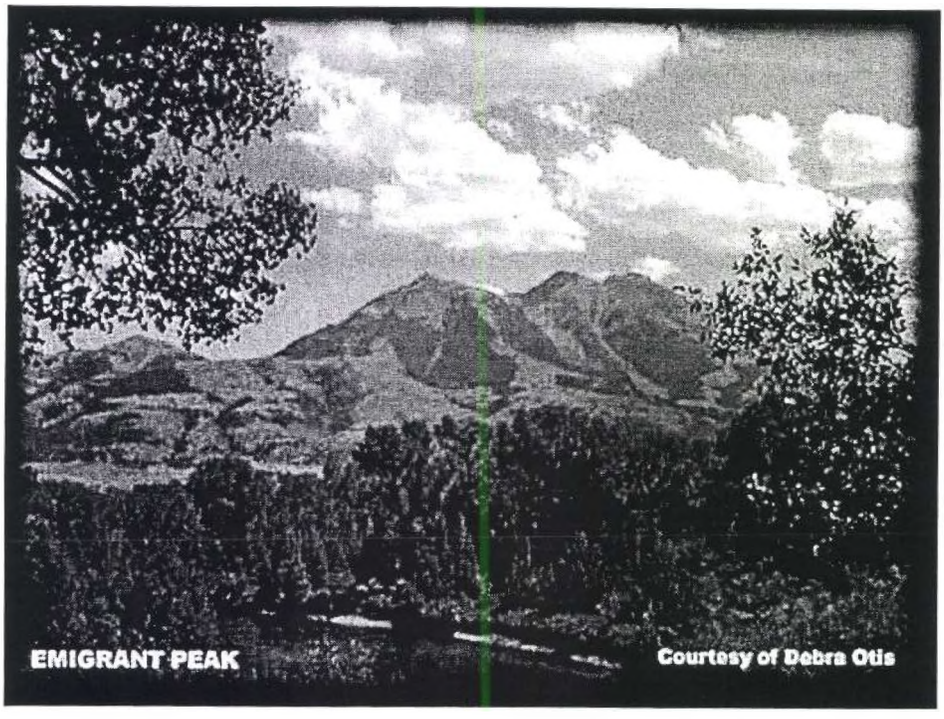
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Thank you for bearing with us while our wel

Draft Will Be Charged



About Us	See Images	Map & Directions
~~Draft Master Plan~~ Recreational Center	Covenants	Art. of Incorporation
Bylaws	Rules & Procedures	Financial Report
Calendar of Events	Board Meetings	Notice Board
Applications/New Structures	Snowplowers	Contact Us
Sell Property	Buy Property	Realty Transfers

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Glastonbury Landowners Association

Board of Directors Meeting Minutes

June 2, 2003

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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. Charlotte gave the opening prayer.

PRESENT: David Tonkin (President), Robert Wallace (Vice-President), Janet Naclerio (Secretary), Cynthia Blocker (Treasurer), Edward Anderson, Philip Hoag, Daniel Kehoe, Jr., Orlando Johnson, Pamela May, Charlotte Mizzi and James Trisdale (JT)

ABSENT: James Kozlik.

PROXIES:

ALSO ATTENDING: Denise Orr (GLA secretary), Clare Parker (GLA bookkeeper), Susan Gough (NG landowner), Fred Morsell (NG landowner)

2. **Reading and Disposition of the Minutes General Business**

MOTION: Dan motioned and Charlotte seconded to approve 5/05/03 meeting minutes with amendment. Motion carried.

3. **Report of Officers and Committees**

3.1 Treasurer's Report: Cynthia Dodge-Blocker, Treasurer

Cynthia passed out "Balance Sheet as of May 31, 2003" and "GLA Income & Expense Overview from January through May 2003."

3.1.1 Old Business--None.

3.1.2 New Business.

David reported that Denise Diehl, SG landowner, contacted him requesting that the GLA Board forgive her 2002 assessments ($299 delinquent) due to hardships she experienced in 2002. Cynthia offered Diehl a payment plan of small payments per month which Diehl declined to sign. Pamela suggested that the Board create a policy and criteria of how they will review similar cases in the future. Board discussed various options of how to handle Diehl's request.

MOTION: Cynthia motioned and Philip seconded that within one week Diehl should sign a monthly payment plan (made up of small affordable payments of $5/month in 2003, $20/month in 2004 and $40/month in 2005) for 2002 assessments. If Diehl decides not to sign a payment plan, GLA will file a lien against her property to insure repayment if her land is sold. Motion carried.

3.2 Architecture Subcommittee: Robert Wallace/James Kozlik, Co-Chair

3.2.1 Old Business

ACTION ITEM: Status of Caspari Way Road.

David passed out a letter, dated April 7, 2003, from Church's attorney, Thad A. Huse "Re: Caspari Way through Parcels 60, 63, 64 and 66 NG-Safety Issues." Board reviewed various details of the letter and agreed that GLA should hire a civil engineer to provide an

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expert opinion on behalf of GLA. Ultimately GLA will have our lawyer respond to Thuse's letter. JT will obtain an engineer and document his findings and opinion.

ACTION ITEM – Status of Mr. Ranttalo's mobile home application
Board reviewed 5/28/03 letter from Rantallo to James Kozlik re: mobile home. Robert reported that Rantallo indicated to him that he would be moving his trailer. Robert will ask him the moving date.

ACTION ITEM – Status of John Alexander's clean up plan. GLA received a letter from John, dated 6/3/03, regarding his clean-up plans. Denise to Xerox & send letter to Board to review and discuss at next meeting.

ACTION ITEM – Construction Waiver: William Smith's opinion & attorney's opinion. William was not contacted. Tabled.

3.2.2 New Business. None.

3.3 Road Committee: Philip Hoag/James Trisdale, Co-Chair

3.3.1 Old Business
ACTION ITEM – Status on repair of Capricorn Drive guard rail & washout.
Philip will call OMA Construction in Billings to follow up on guard rail.

ACTION ITEM – Status report on Mr. Matthew's and Goodman's use of GLA roads.
Philip reported that a) Goodman told him he wasn't using the roads, and b) it appears that Matthews is no longer using our roads. Item completed.

ACTION ITEM – Installation of signs. Tabled.

ACTION ITEM – Speed limit signs on Hercules Road. David showed samples of signs we can use and Denise will order.

ACTION ITEM – Location of new guardrails. Tabled.

ACTION ITEM – Cost of repairing Virgo Way. Tabled.

ACTION ITEM – Update of Road Standards. No report. Copy of Standards on CD to be made for Board to review.

3.3.2 **New Business.** None.

3.4 Complaint Committee: Charlotte Mizzi/Pamela May, Chair

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3.4.1 Old Business
ACTION ITEM – Status of Parcel 32 (NG) Woodriff. David reported that a letter was sent to our attorney and we are waiting for a response.

ACTION ITEM – Status of sign complaint by Rakela. Completed.

ACTION ITEM – Status of Exposing Culvert under Venus Way.
MOTION: Charlotte motioned and Robert seconded to write to Paul Rantallo regarding the culvert that acts as overflow to the water tank, etc, Janet to draft letter stating that the culvert has been covered over by Rantallo's new driveway and needs to be corrected. Motion carried.

3.4.2 New Business. None.

3.5 Land Use Master Plan Committee: Daniel Kehoe, Jr., Chair; Orlando Johnson. Charlotte Mizzi, Pamela May. No report.

3.6 Recreation Committee: Robert Wallace, Chair; Edward Anderson & Janet Naclerio.
3.6.1 Old Business
ACTION ITEM – Report on new Bylaws. David reported that our attorney is still working on drawing up incorporation papers.

3.6.2 New Business.

3.6.2.1 Landowner's Concerns About Recreation Area
NG landowner's Susan Gough and Fred Morsell came to the meeting to address some questions and concerns that they and other landowners developed after reviewing the PVRC fundraising letter, dated May 2003.

David, Robert and Charlotte reviewed the history of the Recreation land to the present and covered the following major points:

- As of this date, the PVRC has not incorporated nor has it been formed formally except through the GLA Board. Our attorney is in the process of preparing the incorporation papers. The GLA Board is considering whether it should be a 501-C3 or a non-profit organization.
- The GLA Board's intent has been to have the PVRC as a separate organization and have our attorney model the incorporation papers after the GLA'S Bylaws and Covenants. The GLA Board would then lease the recreation land to the PVRC. In a lease, the GLA will be able to define the requirements that the leasers would have to meet.
- The GLA Board has agreed there should be a minimum of two GLA Board members serving on the PVRC Board.

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- The PVRC Board is required to submit construction plans to the GLA Board for its approval and has followed this requirement.
- In the Recreation Land "Parkland Dedication Agreement," the Church designated "the recreation land for soccer field, baseball fields, playground and other recreational and sport activities designated by the GLA for the benefit of the residents of Glastonbury and the surrounding Emigrant area."
- When approving a subdivision, Park County has the authority to reserve certain parts of the land as recreation areas or park land reserve.
- Before the parkland agreement was completed, the Church sent a letter to all Glastonbury residents advising them of the recreation land soccer field plan and a comment period was given.
- In the last two annual GLA Board meetings, the PVRC has been discussed.
- The name "Paradise Valley Recreation Center" was chosen for the purpose of including people outside of the Glastonbury community.
- The most recent work done on the land includes de-rocking the fields to prepare for seeding and putting in approximately 5000 feet of underground sprinkler system. Park Electric will install power this week. The Committee is in the process of interacting with the State about bathroom plans.

Summary of Susan Gough's and Fred Morsell's questions/concerns and the response of individual members of the GLA Board.

- Susan: She was concerned as to how the PVRC Board was being formed and the extent of influence non-Glastonbury landowners would have on it.
  Charlotte: Expressed that she has had similar concerns, specifically about what laws the PVRC Board would operate under, how the PVRC Board would be appointed and where they would come from. The GLA Board is also interested in these matters.

- Fred: Had concerns as to plans for liability insurance for GLA, landowners or PVRC in the event of an accident or lawsuit.
  Philip: The GLA Board has discussed the insurance issue and plans to choose an insurance program that would cover such events.

- Fred: Questioned whether the cost of PVRC insurance has an impact on the Glastonbury assessment fees?
  Robert: No. The insurance costs will be paid by donations.

- Susan: After learning of the depth of the fundraising outside of the community, she stated her concern that the people who commit "big money" to this project may expect to have a lot of say in the future use of the land. She also noted that she has not seen a master plan for the recreation area yet.

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Robert: About 80% of the donations for this project have come from people outside the Glastonbury community because most of them have children who play soccer who believe that their financial donations will ultimately pay off for their families. (i.e.: Hank Fabish has put in an irrigation system that is worth approximately $14,000, and has refused reimbursement for this expense, including gas, and asks nothing in return for his donation.)

- Susan: Inquired why PVRC could not be a separate arm of GLA and decide the master plan of the recreation land.
  David: The GLA Board created the PVRC apart from GLA with the understanding it would be beneficial obtaining financial aid; bridge the gap between our community and the community outside of Glastonbury; and for insurance reasons.
  Janet: The PVRC is accountable to the GLA Board and the GLA must approve all major decisions. At PVRC meetings, the GLA Board members who are on the PVRC Committee represent the GLA and look out for the GLA's best interest.
  Dan: Commented that what people invest in, they also don't destroy. He suggested that perhaps the PVRC could be set up on a membership basis requiring a membership fee.

- Susan: Stated that a number of landowners requested that she ask the GLA Board if there are any issues concerning the PVRC on which the community at large needs to vote.
  David: He will research that question and get an answer to Susan before any final decisions are made so people can voice an opinion.
  Janet: Stated the PVRC is planning to send out a survey requesting input from the landowners. Plans for a soccer field were previously stated in the deed, therefore the PVRC Board moved forward and acted upon them so the field would be functional for the next soccer season. The remaining use of the land will require the vote of the landowners.
  Dan: Over the years, one of the greatest concerns in the Glastonbury community has been that we haven't built any recreational facilities for the children.
  Robert: The PVRC Committee currently consists of 80% Glastonbury landowners and a few people outside of Glastonbury.

- Susan and Fred: Both commented that they were happy that the soccer field was being constructed for the children. They expressed their satisfaction with the GLA Board's answers to their main questions and concerns about the formation of the PVRC Board, the process of how the PVRC will function, communication and liability, etc.

3.6.2. 2 Choosing the type of organization the PVRC will be.

David passed around a letter from attorney Jeremy Jon leFeber, dated 6/2/03, describing

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the basic requirements for recognition as a charitable tax exempt organization and the application process for such recognition. Research will be done to determine the advantages and disadvantages of being a tax deductible organization vs. a non- profit organization, etc.

3.6.2.3 Adding Recreation Land, Parcel 16A, to the Glastonbury Covenants
MOTION: Dan motioned and Robert seconded that the GLA should add and subject Parcel 16-A of Certificate of Survey 1729 to all of the Glastonbury Restated Covenants as Common Use Land and that the GLA will execute and record an instrument in writing with the Park County Clerk and Recorder's Office to that effect. Motion carried.

3.7 Web Site Committee: Edward Anderson, Chair

3.7.1 Old Business
ACTION ITEM—Status of website. David reported that research is still being done regarding a database of landowner addresses to be available to the Board. The database will limit editing privileges to certain Board members, the hired secretary and bookkeeper.
Board discussed various information to be put on the website and who should provide it. It unanimously agreed not to put financial reports on the website.

ACTION ITEM-Review draft letter to Realtors introducing our website. In process.

3.8 Weed Committee: James Trisdale /Philip Hoag, Co-Chair. No report.

3.9 Ombudsman Report: Richard Allen (SG) Richard Johnson (NG). No reports.

4. Other Business
Orlando requested the Board to discuss shelter insurance issues be added to our July agenda.

5. Next Meeting and Adjournment
The meeting was adjourned at 10:05 p.m. with no further business. The next meeting will be held July 14, 2003 at Golden Ratio Woodworks Cafeteria, 7 p.m.

NEW ACTION ITEMS:

TR0602033.1.2 Cynthia to contact Denise Diehl re: assessment payment plan.

AR0602033.2.1.1 JT to find engineer to inspect Caspari Way and document his findings & opinion.

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AR0602933.2.1.2 Philip and Dan to list responses to various details in Thuse's letter re. Caspari Way and send to David.

AR0602933.2.1.3 Draft a letter to our attorney re: Caspari Way to review at July meeting.

AR0603033.2.1.4 Robert to contact Paul Rantallo about moving date of his trailer.

AR0603033.2.1.5 Janet to draft letter to Paul Rantallo re: culvert.

AR0603033.2.1.6 Denise to send copy of John Alexander's 5/28/03 letter to Board to review at July meeting

RD0603033.3.1.1 Philip to call OMA Construction about repair of Capricorn Dr. guardrail & washout.

RD0603033.3.1.2 Denise to order signs for Hercules Road.

RD0603033.3.1.3 Dan to send Denise electronic copies on CD of all Glastonbury standards.

RD0603033.3.1.4 Denise to send Board road standards.

CP06033.4.1 Janet to draft letter to Rantallo re: culvert.

RC0603033.1 David to research if there are any issues concerning the PVRC that the GLA landowners need to vote on.

RC0603033.2 Recreation Committee to review letter from attorney Jeremy Jon leFeber, dated 6/2/03, describing the basic requirements for PVRC to be recognizing charitable tax exempt organization.

RC 0603033.3 Dan and Robert to research issues regarding 501C-3 vs. another kind of 501 public charitable organization or private foundation

RC 0603033.4 Cynthia to execute and record an instrument in writing with the Park County Clerk and Recorder's Office that states GLA has added Parcel 16A of Certificate of Survey 1729 to all of the Glastonbury Restated Covenants as Common Use Land.

WB0603033.1 Denise to send complaint form to Edward for website.

WB0603033.2 Dan to find updated maps for website.

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WB0603033.3	Janet & Denise to determine schedule of events for website (i.e. monthly meetings, annual meetings, soccer games, clean-up days, etc.)
WB0603033.4	Robert & Janet to provide PVRC information for website.
OB0603034	David to add shelter insurance issues discussion to July 14 agenda.

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Glastonbury Landowners Association, Inc.
Board of Directors Meeting Agenda
June 2, 2003

1. **Call to Order, Opening Prayer**

2. **Reading and Disposition of Minutes**
May 5, 2003

3. **Report of Officers and Committees**
3.1 **Treasurer's Report** – Cynthia Dodge-Blocker, Treasurer
3.1.1. Old Business
3.1.2. New Business

3.2 **Architecture Subcommittee Report** - Robert Wallace, Co-chair
3.2.1. Old Business
ACTION ITEM – Status of Caspari Way road
ACTION ITEM – Status of Mr. Ranttalo's mobile home application
ACTION ITEM – Status of John Alexander's clean up plan
ACTION ITEM – Construction Waiver: Wm Smith's Opinion & Attorney's Opinion
3.2.2. **New Business**

3.3 **Road Committee Report** – Philip Hoag and JT Trisdale, Co-Chair
3.3.1. Old Business
ACTION ITEM – Status on repair of Capricorn Dr guardrail & washout
ACTION ITEM – Status report on Mr. Matthew's and Goodman's use of GLA roads
ACTION ITEM – Installation of signs
ACTION ITEM – Speed limit signs on Hercules Rd
ACTION ITEM – Location of new guardrails
ACTION ITEM – Cost of repairing Virgo Way
ACTION ITEM – Update of Road Standards
3.3.2. **New Business**

3.4 **Complaint Committee Report** – Charlotte Mizzi – Chair
3.4.1. Old Business
ACTION ITEM – Status of Parcel 32 (NG) Woodriff
ACTION ITEM – Status of sign compliant by Rakela
ACTION ITEM – Status of Exposing Culvert under Venus Way
3.4.2. **New Business**

3.5 **Land Use Master Plan Committee Report** - Daniel Kehoe, Jr., Co-chair
3.5.1. **Old Business**
ACTION ITEM – Submit proposed changes to Covenants and Bylaws
3.5.2. **New Business**

3.6 **Recreation Committee Report** – Robert Wallace – Chair
3.6.1. **Old Business**

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ACTION ITEM – Report on new Bylaws

3.6.2. **New Business**

3.7 **Web Site Committee Report** - Edward Anderson, Chair

3.7.1. Old Business

ACTION ITEM – Status of web site

ACTION ITEM – Review Draft letter to Realtors introducing our Website

3.7.2. **New Business**

3.8 **Weed Committee Report** - Philip Hoag and JT Trisdale, Co-Chair

3.9 **Clean-up Committee Report** - Philip Hoag & Charlotte Mizzi, Co-Chair

3.10 **Ombudsman Report** – Richard Allen (SG) & Richard Johnson (NG)

4. Other Business

4.1 **Fire Reservoir Report**

4.1.1. Old Business

ACTION ITEM – Status of landscaping, adding fish, adding a fence

4.1.2. New Business

5. Next Meeting and Adjournment

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GLASTONBURY LANDOWNERS ASSOCIATION, INC.

06/02/03

Balance Sheet
As of May 31, 2003

	May 31, 03
ASSETS	
Current Assets	
Checking/Savings	
1st National Bank Checking	3,073.80
1st National Bank Savings	33,266.87
Total Checking/Savings	36,340.67
Accounts Receivable	
Accounts Receivable	76,392.45
Total Accounts Receivable	76,392.45
Total Current Assets	112,733.12
Fixed Assets	
Paved Roads	1.00
Total Fixed Assets	1.00
TOTAL ASSETS	**112,734.12**
LIABILITIES & EQUITY	
Liabilities	
Long Term Liabilities	
Road Pavement Loan	244,312.31
Total Long Term Liabilities	244,312.31
Total Liabilities	244,312.31
Equity	
Beginning Balance	11,816.51
Opening Bal Equity	-244,401.30
Retained Earnings	67,675.22
Net Income	33,331.38
Total Equity	-131,578.19
TOTAL LIABILITIES & EQUITY	**112,734.12**

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GLASTONBURY LANDOWNERS ASSOCIATION, INC.
Income & Expense Budget Overview
January through May 2003

	Jan - May 03	Budget	$ Over Budget
Income			
1. General Income			
Church, for Road Paving Loan	1,191.79	1,062.50	129.29
Interest Income	0.00	208.30	-208.30
Misc. Income	0.00	41.65	-41.65
Sanitation Bond Account	0.00	41.65	-41.65
Total 1. General Income	1,191.79	1,354.10	-162.31
2. Assessments			
Assessments prior to 1998	254.76	41.65	213.11
Dwelling Assessment 1998	0.00	41.65	-41.65
Dwelling Assessment 1999	150.00	125.00	25.00
Dwelling Assessment 2000	223.32	333.30	-109.98
Dwelling Assessment 2001	15.00	416.65	-401.65
Dwelling Assessment 2002	1,423.92	2,250.00	-826.08
Dwelling Assessment 2003	12,754.30	9,540.00	3,214.30
Golden Age Village Assessment	5,880.00	4,287.50	1,592.50
Land Assessment 1998	120.00	41.65	78.35
Land Assessment 1999	270.00	208.30	61.70
Land Assessment 2000	411.68	416.65	-4.97
Land Assessment 2001	612.00	625.00	-13.00
Land Assessment 2002	2,203.60	2,620.80	-417.20
Land Assessment 2003	22,610.15	15,390.00	7,220.15
Total 2. Assessments	46,928.73	36,338.15	10,590.58
3. Late Fees/Finance Charges			
Finance Charges	890.24	833.30	56.94
Five Percent Penalty	97.00	500.00	-403.00
Total 3. Late Fees/Finance Charges	987.24	1,333.30	-346.06
Total Income	49,107.76	39,025.55	10,082.21
Expense			
A. Business Expenses			
1. Banking Fees	36.00	12.50	23.50
2. Gifts & Donaltons	0.00	416.65	-416.65
3. Insurance	26.00	2,500.00	-2,474.00
4. Licenses	15.00	12.50	2.50
5. Lien Filing	778.00	250.00	528.00
6. Rentals	0.00	58.30	-58.30
7. Sanitation Bond Refunds	500.00	416.65	83.35
8. Taxes	50.00	41.65	8.35
Total A. Business Expenses	1,405.00	3,708.25	-2,303.25
B. Office Expense			
1. Copying	490.18	208.30	281.88
2. Postage	503.20	229.15	274.05
3. Office Supplies	317.34	208.30	109.04
4. Misc. Expenses	15.00	166.65	-151.65
5. Refreshments	15.11	125.00	-109.89
6. Petty Cash Account	125.79	125.00	0.79
Total B. Office Expense	1,466.62	1,062.40	404.22
C. Professional Fees			
1. Accountant	95.00	41.65	53.35
2. Bookkeeper	2,278.00	1,166.65	1,111.35
3. Legal Council	570.00	833.30	-263.30
4. Manager	1,357.55	916.65	440.90
5. Misc. Professional Fees	0.00	41.65	-41.65
6. Secretarial	3,130.00	2,500.00	630.00
7. Treasurer	0.00	125.00	-125.00
8. Web Site	281.00	125.00	156.00
Total C. Professional Fees	7,711.55	5,749.90	1,961.65

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GLASTONBURY LANDOWNERS ASSOCIATION, INC.
Income & Expense Budget Overview
January through May 2003

	Jan - May 03	Budget	$ Over Budget
D. Road Repairs & Maintenance			
1. Loan Payment	15,112.64	12,500.00	2,612.64
2. Misc. Road Maint.	0.00	833.30	-833.30
3. Misc. Supplies	0.00	416.65	-416.65
4. Road Grading	3,475.00	5,000.00	-1,525.00
5. Sanding	1,395.77	625.00	770.77
6. Snow Plowing	4,840.00	1,041.65	3,798.35
7. Snow Fences	0.00	166.65	-166.65
Total D. Road Repairs & Maintenance	24,823.41	20,583.25	4,240.16
E. General Expenses			
1. Clean-up Day	0.00	500.00	-500.00
2. Equipment Repair & Maint.	0.00	125.00	-125.00
3. Miscellaneous	898.70	208.30	690.40
4. Weed Control	0.00	625.00	-625.00
Total E. General Expenses	898.70	1,458.30	-559.60
F. Misc. Projects			
1. Snow Plow/Sander Truck	937.74	1,666.65	-728.91
2. Master Plan	0.00	416.65	-416.65
3. Guardrails	1,261.59	1,250.00	11.59
4. Recreation Area	5,000.00	1,666.65	3,333.35
Total F. Misc. Projects	7,199.33	4,999.95	2,199.38
G. Emergency Fund	0.00	46.65	-46.65
Total Expense	43,504.61	37,608.70	5,895.91
Net Income	**5,603.15**	**1,416.65**	**4,186.30**

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6609 Vireo Court
Carlsbad, CA 92009
May 19, 2003

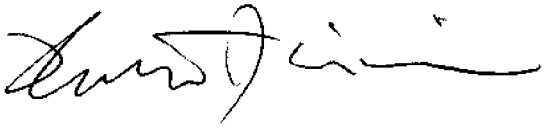
Glastonbury Landowner Assoc., Inc.
Cynthia Blocker
P.O. Box 312
Emigrant, MT 59027-0312

Dear Cynthia,

My father is Davies Anderson. He suffered a (second) stroke last July which left him incapacitated and I have been managing his affairs since. I enclose payment for the 2003 fee. I realize it is late and that you have a penalty structure in place. Due to the hardship of his situation I would like to request that you waive the penalty fees for this year. Not only is he no longer able to work, but he has mounting medical bills due to the need for 24 hour care and rehabilitation treatment and a huge amount of credit card debt. He has very limited resources so I have been paying essential things for him. Due to the overwhelming nature of this situation, I have not even been able to think about paying this bill until now.

I will endeavor to pay the 2004 bill on time. To help me do that, I would appreciate it if you would mail it in care of me at the address above.

Sincerely,



Robert J. McMillen, POA
(760) 431-8216 (H)
(858) 344-3643 (W)

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Glastonbury Landowners Association, Inc.

Board of Directors Meeting Minutes

July 15, 2003

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Not official meeting as quorum was not met.

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DRAFT

Glastonbury Landowners Association

Informal Meeting NOT AN OFFICIAL BOARD MEETING

Meeting Minutes

July 14, 2003

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1. Call to Order

The meeting was called to order by Janet Naclerio at 7:30 p.m., at Golden Ratio Woodworks.
PRESENT: Janet Naclerio (Secretary), Cynthia Dodge-Blocker (Treasurer), Charlotte Mizzi, Orlando Johnson and Edward Anderson.
ABSENT: David Tonkin (President), Robert Wallace (Vice-President), Philip Hoag, Daniel Kehoe, Jr., James Kozlik, Pamela May and James Trisdale (JT).
ALSO ATTENDING: Denise Orr (GLA secretary), Carl Anderson (SG landowner) and his nephew (not a landowner), Rick Spallone (SG landowner) and Everett and Mary Johnston (SG landowners).

2. Summary of Meeting

Janet stated that the Board member quorum required for holding a "formal" meeting had not been met, but that the attending Board would hold an "informal meeting" with the guest landowners giving them an opportunity to discuss their questions and concerns. Janet stated that meeting minutes would be taken and reviewed by the GLA Board at the August meeting. Board members and landowners introduced themselves. The following summarizes the major questions and concerns that the landowners discussed with the Board.

a) Master Plan

Carl and Everett: Both expressed their concerns regarding the potential of over-development in Glastonbury and wanted to know the status of the Master Plan.
Board: *1) Stated they have mutual concerns regarding the protection of Glastonbury from over-development. 2) Reviewed some of the history of the Board's work on the Master Plan and their efforts to complete it. 3) Explained that when the final draft of the Master Plan is drawn up, it will be sent to all landowners for comment and a meeting will be held for the landowners to vote their approval or disapproval. There are no specific dates for completing the above. Charlotte will send Everett a copy of the current draft of the Master Plan.*

Everett: Questioned whether it has ever been considered to make North and South Glastonbury separate and have separate Boards, etc.
Board: *Not aware if this has ever been proposed. The landowners in South and North are equally represented on the GLA Board of Directors and it is beneficial to have South and North united, etc.*

b) Everett Johnston's Complaint: Non-Response from Board to Phone Calls & E-mails, etc.

Everett: Stated that the Board doesn't answer his phone calls or e-mail and specifically named Dan Kehoe and David Tonkin.
Board: *Agreed that Board should respond to phone calls & e-mails.* ***Janet:*** *Asked visiting landowners to contact her or Denise with their concerns if they don't receive a satisfactory response from Board members. Janet and Denise will then follow- up on their behalf.*

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Draft(s): 7/20/03; 7/28/03
Amended:

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c) Everett Johnston's Letter to Board re: Potential Recreational Development Plans by Orlando Johnson

Everett: Expressed his concern that Orlando was planning to develop multiple recreational units in South Glastonbury; was unhappy that his letter to the Board regarding this had not been answered.
Board: *No one on the Board has received an application from Orlando or has heard about such a plan. At this time and throughout meeting, some of the Board members explained the multi-level responsibilities and extensive nature of the tasks that they, as volunteers, handle on an ongoing basis.*
Orlando: *Stated he doesn't have plans to develop recreational units. He commented that Everett concluded that he had this plan based on a real estate agent's comment about extensive water pressure on his land. Orlando also rebutted various accusations Everett had made about him in his letter.*
Denise: *Commented that David Tonkin told her several weeks ago that Everett had voiced the above concern to him over the phone and David told him that the GLA Board had not seen any project application from Orlando for recreational units and that none had been approved in the past.*
Everett: Acknowledged the conversation with David Tonkin, and stated he expected a written response from GLA.

d) South Glastonbury Road Safety and Potential Paving

Carl: Asked how often do the roads get graded since Hercules Road has not been graded since the last snow. **Rick:** Commented that the South Glastonbury roads are dangerous, especially wash board and sharp corners on Hercules Road. **Mary and Everett:** Stated that recently in the a.m. they were walking their dog and were almost hit by a fast driver, going to Spec Tec, coming around the corner. They reported this to Walter Wunsch who was very helpful and apologetic.
Board: *The roads are graded when there is a good rain and sometimes grading lasts a short time, especially when people drive fast after the grading. Board stated that Philip or JT will respond to this concern. Denise reported that the Board voted to put up speed limit/curve signs on Hercules.*

Rick: Is there any plan to pave more roads (eg. Hercules) in South Glastonbury?
Board: *No plans at this time. Reviewed history of how the paving occurred in NG & SG and that in the future more paving "may" occur if the Association can meet the expense, etc.*

3) Adjournment: The meeting was adjourned at 8:45 p.m. with no further business.

NEW ACTION ITEMS:
2a) Charlotte to send copy of most current Master Plan Draft to Everett Johnston.
2d) Letter from Philip and/or JT to Carl, Everett and Rick regarding road grading and safety issues.

File: MtgMins 07 14 03 Informal.doc
Draft(s): 7/20/03; 7/28/03
Amended:

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Tabled
We did not
have quorum

Glastonbury Landowners Association, Inc.
Board of Directors Meeting Agenda
July 15, 2003

1. **Call to Order, Opening Prayer**

2. **Reading and Disposition of Minutes**
   June 2, 2003

3. **Report of Officers and Committees**
   3.1 **Treasurer's Report** – Cynthia Dodge-Blocker, Treasurer
   3.1.1. Old Business
   ACTION ITEM: Denise Diehl
   3.1.2. New Business

   3.2 **Architecture Subcommittee Report** - Robert Wallace, Co-chair
   3.2.1. Old Business
   ACTION ITEM – Status of Caspari Way road
   Engineer Report
   List of Responses to Thuse's Letter
   Draft Letter to Thuse
   ACTION ITEM – Date when Paul Rantallo is to remove his trailer
   ACTION ITEM – John Alexander's property, status of his waiver request
   3.2.2. **New Business**
   Lot 88 SG – Architectural Review
   Lot 32 SG - Architectural Review
   Lot 54-D SG – Driveway Review

   3.3 **Road Committee Report** – Philip Hoag and JT Trisdale, Co-Chair
   3.3.1. **Old Business**
   ACTION ITEM – Guardrail on Capricorn Way
   ACTION ITEM – Signs
   Putting up signs
   Purchasing signs for Hercules Rd
   ACTION ITEM – Sending CD's of all standards to Denise
   3.3.2. **New Business**

   3.4 **Complaint Committee Report** – Charlotte Mizzi – Chair
   3.4.1. **Old Business**
   ACTION ITEM – Draft letter to Rantallo re. exposing culvert
   3.4.2. **New Business**
   Lot 59/60 SG – Complaint

   3.5 **Land Use Master Plan Committee Report** - Daniel Kehoe, Jr., Co-chair
   3.5.1. **Old Business**
   ACTION ITEM – Submit proposed changes to Covenants and Bylaws
   3.5.2. **New Business**

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3.6 **Recreation Committee Report** – Robert Wallace – Chair

3.6.1. **Old Business**

ACTION ITEM – Legal Formation of PVRC

List of Issues needing membership voting

Review of conditions of becoming tax deductible foundation

Jon leFeber's letter

Other ways

ACTION ITEM – Filing with Park Co. that Parcel 16A is now part of Glastonbury

3.6.2. **New Business**

3.7 **Web Site Committee Report** - Edward Anderson, Chair

3.7.1. Old Business

ACTION ITEM – Status of web site

ACTION ITEM – Review Draft letter to Realtors introducing our Website

ACTION ITEM – Placement of documents on website

Complaint form

Maps

Schedule of events

PVRC

ACTION ITEM – Approval of placing GLA Database on web page

3.7.2. **New Business**

3.8 **Weed Committee Report** - Philip Hoag and JT Trisdale, Co-Chair

3.9 **Clean-up Committee Report** - Philip Hoag & Charlotte Mizzi, Co-Chair

3.10 **Ombudsman Report** – Richard Allen (SG) & Richard Johnson (NG)

4. Other Business

4.1 **Fire Reservoir Report**

4.1.1. Old Business

ACTION ITEM – Status of landscaping, adding fish, adding a fence

4.1.2. New Business

5. Next Meeting and Adjournment

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GLA 01394

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Glastonbury Landowners Association, Inc.
Board of Directors Meeting Minutes
August 4, 2003
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1. **Call to Order, Opening Prayer**

The meeting was called to order by David Tonkin at 7:15 p.m., at Golden Ratio Woodworks. Janet gave the opening prayer.
PRESENT: David Tonkin (President), Robert Wallace (Vice-President), Janet Naclerio (Secretary), Cynthia Dodge-Blocker (Treasurer), Charlotte Mizzi, Pamela May and James Trisdale (JT), Edward Anderson
ABSENT: Philip Hoag, Daniel Kehoe, Jr., James Kozlik, Orlando Johnson
PROXIES: Pamela May to Cynthia Blocker (after 9 p.m.)
ALSO ATTENDING: Denise Orr (GLA secretary), Clare Parker (Bookkeeper)

2. Reading and Disposition of Minutes
Approve June 2, 2003 Meeting Minutes. Tabled. Board will vote by e-mail.

David reported that the Board of Directors meeting on the evening of 7/14/03 was unofficial due to insufficient quorum. (see minutes attached)

3. General Business
3.1 New Business
Select Election Committee Chair: Board agreed that Pamela would be an excellent person to head this committee. David will ask Pamela if she would be willing to take this position.

Proposed Rattlenake Hunt: Janet reported that Eric Newhouse advised her that a SG landowner requested the Board to consider conducting a rattlesnake hunt. Brief discussion. Tabled.

Correspondence Procedures: Janet reminded the Board to follow our secretarial procedures concerning correspondence and the need to make copies for our files. All correspondence (with the exception of the correspondence that the Treasurer and accountant normally handle in the course of their duties) needs to be reviewed by the Secretary to make sure it matches our standards and is not in conflict with other correspondence. (2) Carbon copies of all written correspondence (letters, e-mail and faxes) should be sent to our secretary for our files. (3) All significant communication (via phone, personal meetings, etc.) that a Board member has with a landowner or other individuals concerning GLA matters should be documented, dated and forwarded to the secretary to file in GLA files.

4. Report of Officers and Committees
4.1 Treasurer's Report – Cynthia Dodge-Blocker, Treasurer
Cynthia passed out (1) "Checkbook transactions for June 2003 for GLA Account"; (2) "GLA Balance Sheet As of June 30, 2003"; (3) "GLA Income and Expense Budget Overview, January through June 2003"; (4) "Checkbook Transactions for GLA Account –July 2003"; (5) "GLA 08/02/03 Treasurer's Report" re: accounts receivable and liens filed; (6) "GLA Treasurer's Update 7-

File: MtgMins 08 04 03 rev
Draft(s): 8/11/03, 8/18/03, 8/29/03-Final
Amended:

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23-03" re: liens prepared and filed; and (7) "Delinquent Accounts Making Payments, 8/2/03."

Cynthia reported that GLA Balance Sheet for July wasn't available because Clare's computer was down.

4.1.1. Old Business
ACTION ITEM: Denise Diehl. Cynthia reported that Denise paid her assessment fees.

4.1.2. New Business. None.

4.2 Architecture Subcommittee Report - Robert Wallace, Co-chair
4.2.1 Old Business
ACTION ITEM – Status of Caspari Way road.

Engineers Report. JT checked with his source and found they would not take on our small project. JT and David will measure the grade and research names of other engineers.

List of Responses to Thuse's Letter. Board discussed the issue.
MOTION: Robert motioned and JT seconded the following:
(1) That the GLA agrees to pay half of the guardrail expenses for Caspari Way Road *provided* the Church pays the $15,000 it owes to GLA for the Master Plan; the Church may deduct its half of the guardrail expense from that $15,000;and
(2) JT and David will inspect Caspari Way. GLA will then write to the Church regarding their findings and, if appropriate, based on their findings, the letter will include the following: (a) the GLA will offer the above payment proposal providing the cross slope is corrected. This offer doesn't indicate that the Board accepts responsibility for the Caspari Way road; and (b) The GLA Board would like to remind Mr. Smith and the Church that, according to the Covenants, a landowner must submit to the GLA a formal project application for the construction of a road or building *prior* to construction. This procedure was not followed for construction of Caspari Way. The road application was submitted to the GLA only after GLA requested it and at a point when the road was nearly completed. The GLA Board requires that this procedure be followed in the future. Motion carried with one abstention from Charlotte Mizzi.

ACTION ITEM – Determine date when Paul Rantalo is to remove his mobile home. Not completed.

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ACTION ITEM – Status of John Alexander's Waiver request. Board reviewed " 2003 Plan for Clean-up and Removal of Eyesores on Parcel 66 (NG)" of 5/28/03 from John Alexander and Ronda Coffey. Board agreed to Board agreed that Charlotte, JT and David will meet with John to inspect his property and work out the details of the cleanup on his property. Board also agreed to respond to John's clean up plan as follows:
(1) Response to John's request for a waiver to retain his 2 mobile homes and goat barn (Item numbers 1 and 5 in John's plan): The GLA will accept his request to retain these structures (a) only if he applies a fresh coat of paint to them and tidies up around them as much as possible; and (b) only until such time that GLA receives a complaint from his neighbors. (2) Response to John's plan to sell unlicensed vehicles (Item number 2 in John's plan): The dates given are not acceptable. Inform John that he is being given a 60-day notice to remove them. Suggest to him that he can donate them to charity and maybe get a tax write-off. (3) Response to John's plan to clean up/remove scrap piles, tires and miscellaneous debris by October 2003 (Item numbers 3, 4 & 6 in John's plan): Board approved these dates. (4) Response to the issue concerning Jerome Tweedy's school bus that John states he is not responsible for (Item 7 in John's plan): Board accepted this is not John's responsibility and discussed the need to confirm if Jerome has moved his bus. (5) Response to issue that the uprooted trees (Item number 8 in John's plan) were most likely the responsibility of the Church, etc.: Board accepted the uprooted trees are the responsibility of the Church.

ACTION ITEM: Removal of O'Connel trailer. It was reported the trailer had not been removed after a verbal warning from Philip Hoag and the 4/30/03 letter from Charlotte Mizzi which gave the O'Connels 60 days to remove the trailer. The Board agreed that David should call the O'Connels one more time. Needs letter.

Mobile Home Standards: Discussed the revisions to the Mobile Home Standards.
MOTION: Charlotte motioned and Robert seconded to amend the 10/7/02 Adopted Mobile Home Standards with amendments made at 8/4/03 GLA Board of Directors Meeting. Motion carried.

4.2.2 New Business
Lot 88-B (SG)/John Hunsaker – Log Cabin & Garage
Robert reported that he inspected Hunsaker's property lines and the lines appear to be correct.
MOTION: Robert motioned and Edward seconded to grant preliminary approval to John & Marceann Hunsaker's application for a log cabin & garage on Lot 88-B (SG) with the conditions that the disturbed land be reseeded after construction. Motion carried.

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Lot 32-A (NG)/Edward Anderson – Steel Building Shed & 2 Circular Sheds
Board discussed details of the proposed corrugated metal sheds. Edward stated they were secluded and would not be visible to any neighbors on platted roads.
MOTION: Robert motioned and Cynthia seconded to grant preliminary approval to Edward Anderson, for a steel building shed and 2 circular sheds on Lot 32-A (NG) with the following conditions: (1) The necessary electrical permit is obtained prior to electrical work starting; (2) the disturbed land be reseeded after construction; and (3) the $250 Sanitation/Reclamation Bond is received by the GLA. Motion carried with one abstention from Edward Anderson.

Lot 32-A (SG)/Pedro Pinardo – Residence Construction
MOTION: Robert motioned and JT seconded to grant preliminary approval to Pedro Pinardo's construction of a home on Lot 32-A (SG) with the following conditions: (1) The necessary septic permit is obtained prior to septic system construction; (2) The necessary electrical permit is obtained prior to electrical work starting; and 3) the disturbed land be reseeded after construction. Motion carried

Lot 53-D (SG)/Henry Follman – Driveway Review.
David reported that Mr. Follman has continued to use his driveway although the Board disapproved it and it wasn't repaired according to the Board's suggestions. (See 8/20/02 letter from GLA to Mr. Follman) David will check with our attorney concerning setting a precident with Follman's driveway – i.e. disapproving a driveway while allowing the construction of a home.
MOTION: Robert motioned and JT seconded that a letter be written to Henry Follman, Lot 53-D (SG), stating that the GLA disapproved his driveway road in August and October of 2002 on the basis that it was too steep. In the meantime, we are granting approval for him to continue building his home. Motion carried.

Lot 36-C (SG)/Wallace –Residence and Driveway
MOTION: Pamela motioned and Charlotte seconded to grant preliminary approval of Robert Wallace's residence and driveway application on Lot 36-C (SG) on the conditions that: (1) The necessary septic permit is obtained prior to septic system construction; and (2) the disturbed land be reseeded after construction. Motion carried with one abstention from Robert.

Trailer Parked on Arcturus: Robert reported that there is a trailer parked on Arcturus.

Lot 89 (SG)/James Kozlik's house/trailer. David reported that the Kozlik's trailer is supposed to be moved and an application needs to be submitted.

File: MtgMins 08 04 03 rev
Draft(s): 8/11/03, 8/18/03, 8/29/03-Final
Amended:

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4.3 Road Committee Report – Philip Hoag and JT Trisdale, Co-Chair

4.3.1 Old Business

ACTION ITEM – Status on repair of Capricorn Drive guardrail & washout. No report. JT to investigate repair of used guardrail material.

ACTION ITEM – Signs

Putting up Signs—Signs are being installed.

Purchasing signs for Hercules Road -- Denise reported they have been ordered.

ACTION ITEM – Send CD's of all standards to Denise. David gave Standards on CD to Denise.

4.3.2 New Business

Logging Trucks in SG: JT reported his concerns about the many logging trucks he has recently observed traveling in South Glastonbury.

4.4 Complaint Committee Report – Charlotte Mizzi – Chair

4.4.1 Old Business

ACTION ITEM – Status of Parcel 32 (NG) Woodriff. David reported that this issue was currently being handled by our lawyer.

ACTION ITEM – Draft/mail letter to Rantallo Re: Exposing Culvert. Done.

ACTION ITEM – Status of Brettschneider Complaint re: Parcel 81 (SG). Janet reported that we had e-mailed a response to Brettschneider regarding his recent e-mail complaints of June & July 2003 concerning the eyesores on Parcel 81. David reported that Brettschneider talked to David on the phone and told him that GLA should disregard his last e-mail. Board agreed that: (a) David should request James Kozlik to call Hansard and ask for a written commitment that lists the dates for his clean-up, and (b) After James speaks to Hansard, we should again write to Brettschneider and include a hard copy of our last e-mail to him, a current progress report on the clean up status of Parcel 81 and any new information that we receive from James concerning what he has learned from Hansard..

4.4.2 New Business

ACTION ITEM –Lot 59/50 SG Complaint. No report.

ACTION ITEM –Complaint from Rakela via Mark Hartwig, atty. Not completed. David read a draft of our response to Hartwig's letter. Board agreed on a few changes to the letter before sending to Hartwig.

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Complaint about Safety Issues on Caspari Way and Gemini Road:
Page 2 of 5/28/2003 letter from John Alexander and Ronda Coffey regarding safety issues on Caspari Way and Gemini Road -and- attached letter of 1/16/97 from Kathleen Alexander [John's former wife] to the Royal Teton Ranch about safety issues on Gemini Road. Board discussed and agreed to respond as follows: We have received your concerns and complaints about the safety of the Gemini Road and Caspari Way and we are looking into the issues you have listed.

4.5 Land Use Master Plan Committee Report - Daniel Kehoe, Jr., Co-chair

4.5.1 Old Business

ACTION ITEM – Submit proposed changes to Covenants and Bylaws. In progress.

4.5.2 New Business. None.

4.6 Recreation Committee Report – Robert Wallace – Chair

4.6.1 Old Business

ACTION ITEM – Legal Formation of PVRC . Tabled.

ACTION ITEM: Filing Parcel 16-A to be a part of Glastonbury. Not completed.

4.6.2 New Business.

Fundraising: Janet presented an avenue of fundraising that the local soccer players could use to raise money for the soccer field bathroom and parking lot. The Board agreed that: (1) the Board doesn't have to approve methods of fundraising; (2) the PVRC should research and know if it needs insurance for those who go door to door to fundraise; and (3) the PVRC should carefully instruct fundraisers to request donations and receive responses in a respectful manner.

4.7 Web Site Committee Report - Edward Anderson, Chair

4.7.1 Old Business

ACTION ITEM – Status of web site. Tabled.

ACTION ITEM – Review Draft letter to Realtors introducing our Website. Tabled.

ACTION ITEM: - Sending Edward Documents for Placement on Website

Edward stated documents should be sent to Clare to post.

(a) Complaint form. Not done.
(b) Maps. No report
(c) Schedule of Events. **Done.**
(d) PVRC Description. Not done.

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ACTION ITEM: - Approval of placing GLA Database on web site
Cost would be approximately $1,000. David requested that Edward research which database should be used.

4.7.2 New Business. None.

4.8 Weed Committee Report - Philip Hoag and JT Trisdale, Co-Chair
4.8.1 Old Business: None.

4.8.2 New Business
Knapweed Spraying: JT reported that we hired a new company to spray the platted road in SG & NG and this was recently done. Reminder: GLA needs to submit our bill to the State for a refund next Spring.

Knapweed: Charlotte reported that she received a report that there was knapweed on Golden Eagle Road, an unplatted road.

4.9 Clean-up Committee Report - Philip Hoag & Charlotte Mizzi, Co-Chair. Tabled.

4.10 Ombudsman Report – Richard Allen (SG) & Richard Johnson (NG). No reports.

5. Other Business
5.1 Fire Reservoir Report. .
5.1.1 Old Business
ACTION ITEM – Status of landscaping, adding fish, adding a fence.
David to e-mail the Board a report on the current status of the above.

5.1.2 New Business. None.

5.1 Shelter Insurance. No report.

6. Next Meeting and Adjournment
The meeting was adjourned at 11:00 p.m. with no further business. The next meeting will be held on September 8, 2003 at Golden Ratio Woodworks Cafeteria, at 7 p.m.

NEW ACTION ITEMS:

MN080403 Denise to e-mail Board asking them to vote on approving 6/4/03 meeting minutes.

GB080403 David to contact Pamela about Election Chairperson position. **Done.**

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TR080403 Cynthia to send July Balance Sheet to David. **Done.**

AR080403.1 David to research finding engineer to evaluate Caspari Way.

AR080403.2 JT & David to inspect Caspari Way.

AR080403.3 Janet to draft letter to Church after above two action items are completed for Caspari Way

AR080403.4 Robert to ask Paul Rantallo date of removing trailer.

AR 080403.5 Charlotte, JT & David to inspect John Alexander's area. Also note if J. Tweedy's bus is still there.

AR080403.6 Denise to draft letter to John Alexander.

AR080403.7 David to call O'Connel's to request commitment to remove trailer.

AR080403.8 Denise to send architectural approval forms to John Hunsaker, Edward Anderson, Pedro Pinardo and Robert Wallace. **Done.**

AR080403.9 David to check with attorney about Henry Follman issue. Then Janet to write letter to Follman.

AR080403.10 Pamela to research trailer parked on Arcturus.

AR080403.11 Denise to edit 10/07/02 Adopted Mobile Home Standards and e-mail to David. **Done.**

RD080403.1 JT to investigate repair and purchasing of used guardrail on Capricorn.

RD080403.2 JT to research check on logging trucks recently observed in SG

CP080403.1 David to ask James to call Hansard. Then Denise to draft follow- up letter to Brettschneider.

CP080403.2 Janet to revise response letter to Rakela's attorney, Mark Hartwig, and send.

CP080403.3 Denise to ask Dan for latest version of MP and then send to E. Johnston.

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Draft(s): 8/11/03, 8/18/03, 8/29/03-Final
Amended:

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RC080403.1 Denise to send Cynthia the past Motion regarding filing Parcel 16-A. Cynthia to file it with County Records.

RC080403.2 PVRC Committee to research our insurance liability for fundraisers and y instruct fundraiser participants to respectful and polite when requesting donations.

WB080403.1 David to e-mail report on the current status of the web site to all Board members

WB080403.2 Denise to input Complaint form and e-mail to Clare for website.

WB080403.3 Edward to research which database to use (i.e. user friendly and compatible with relatively easy to use by Board members).

FR080403 David to e-mail the Board a report on the status of landscaping, adding fish, adding a fence, etc.

File: MtgMins 08 04 03 rev
Draft(s): 8/11/03, 8/18/03, 8/29/03-Final
Amended:

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Glastonbury Landowners Association, Inc.
Board of Directors Meeting Agenda
August 4, 2003

1. **Call to Order, Opening Prayer**

2. **Reading and Disposition of Minutes**
   June 2, 2003
3. **General Business**
   3.1 New Business
   Select Election Committee Chair

4. **Report of Officers and Committees**
   4.1 Treasurer's Report – Cynthia Dodge-Blocker, Treasurer
   4.1.1. Old Business
   ACTION ITEM: Denise Diehl *[Cynthia]*
   4.1.2. New Business

   4.2 Architecture Subcommittee Report - Robert Wallace, Co-chair
   4.2.1. Old Business
   ACTION ITEM – Status of Caspari Way road
   Engineers Report *[JT]*
   List of Responses to Thuse's Letter *[Philip and Dan]*
   Draft Letter to Thuse *[Janet]*
   ACTION ITEM – Date when Paul Rantalo is to remove his mobile home *[Robert]*
   ACTION ITEM – Status of John Alexander's Waiver request

   4.2.2. New Business
   Lot 88-B (SG)/Hunsaker – Architectural Review
   Lot 32-A (NG)/Anderson – Architectural Review
   Lot 32-A (SG)/Pinardo – Architectural Review
   Lot 54-D (SG) – Driveway review
   Lot 36-C (SG)/Wallace –Architectural Review

   4.3 Road Committee Report – Philip Hoag and JT Trisdale, Co-Chair
   4.3.1. Old Business
   ACTION ITEM – Status on repair of Capricorn Dr guardrail & washout *[Philip]*
   ACTION ITEM – Signs
   Putting up Signs *[David]*
   Purchasing signs for Hercules Rd *[Denise]*
   ACTION ITEM – Sending CD's of all standards to Denise *[Dan]*
   4.3.2. New Business

   4.4 Complaint Committee Report – Charlotte Mizzi – Chair
   4.4.1. Old Business
   ACTION ITEM – Status of Parcel 32 (NG) Woodriff *[David]*
   ACTION ITEM – Draft letter to Rantallo re. Exposing Culvert *[Janet]*
   ACTION ITEM – Status of Brettschneider Complaint re: Parcel 81 (SG)

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4.4.2. New Business
ACTION ITEM –**Lot 59/50 SG** Complaint
ACTION ITEM –Complaint from Rakela.via Mark Hartwig, atty. *[David]*

4.5 Land Use Master Plan Committee Report - Daniel Kehoe, Jr., Co-chair
4.5.1. Old Business
ACTION ITEM – Submit proposed changes to Covenants and Bylaws *[David, Others?]*
4.5.2. New Business

4.6 Recreation Committee Report – Robert Wallace – Chair
4.6.1. Old Business
ACTION ITEM – Legal Formation of PVRC
List of Issues needing membership voting *[David]*
Review of conditions to become tax deductible foundation
Jon leFeber's letter *[Recreation Committee]*
Other ways *[Dan and Robert]*
ACTION ITEM: Filing Parcel 16A is now part of Glastonbury
4.6.2. New Business

4.7 Web Site Committee Report - Edward Anderson, Chair
4.7.1. Old Business
ACTION ITEM – Status of web site *[Edward]*
ACTION ITEM – Review Draft letter to Realtors introducing our Website
ACTION ITEM: - Sending Edward and Placement of documents on Website
Complaint form *[Denise]*
Maps *[Dan]*
Schedule of Events *[Janet and Denise]*
PVRC *[Robert and Janet]*
ACTION ITEM: - Approval of placing GLA Database on web site
4.7.2. New Business

4.8 Weed Committee Report - Philip Hoag and JT Trisdale, Co-Chair
4.9 Clean-up Committee Report - Philip Hoag & Charlotte Mizzi, Co-Chair
4.10 Ombudsman Report – Richard Allen (SG) & Richard Johnson (NG)

5. Other Business
5.1 Fire Reservoir Report
5.1.1. Old Business
ACTION ITEM – Status of landscaping, adding fish, adding a fence *[David]*
5.1.2. New Business

5.2 Shelter Insurance *[Orlando]*

6. Next Meeting and Adjournment

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07/14/03

GLASTONBURY LANDOWNERS ASSOCIATION, INC.

Balance Sheet
As of June 30, 2003

	Jun 30, 03
ASSETS	
Current Assets	
Checking/Savings	
1st National Bank Checking	2,149.45
1st National Bank Savings	29,266.87
Total Checking/Savings	31,416.32
Accounts Receivable	
Accounts Receivable	71,419.13
Total Accounts Receivable	71,419.13
Total Current Assets	102,835.45
Fixed Assets	
Paved Roads	1.00
Total Fixed Assets	1.00
TOTAL ASSETS	**102,836.45**
LIABILITIES & EQUITY	
Liabilities	
Long Term Liabilities	
Road Pavement Loan	244,312.31
Total Long Term Liabilities	244,312.31
Total Liabilities	244,312.31
Equity	
Beginning Balance	11,816.51
Opening Bal Equity	-244,401.30
Retained Earnings	67,675.22
Net Income	23,433.71
Total Equity	-141,475.86
TOTAL LIABILITIES & EQUITY	**102,836.45**

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GLASTONBURY LANDOWNERS ASSOCIATION, INC.
Income & Expense Budget Overview
January through June 2003

	Jan - Jun 03	Budget	$ Over Budget
Income			
1. General Income			
Church, for Road Paving Loan	1,191.79	1,275.00	-83.21
Interest Income	0.00	249.96	-249.96
Misc. Income	0.00	49.98	-49.98
Sanitation Bond Account	0.00	49.98	-49.98
Total 1. General Income	1,191.79	1,624.92	-433.13
2. Assessments			
Assessments prior to 1998	254.76	49.98	204.78
Dwelling Assessment 1998	0.00	49.98	-49.98
Dwelling Assessment 1999	180.00	150.00	30.00
Dwelling Assessment 2000	223.32	399.96	-176.64
Dwelling Assessment 2001	65.00	499.98	-434.98
Dwelling Assessment 2002	1,741.42	2,700.00	-958.58
Dwelling Assessment 2003	14,204.30	11,448.00	2,756.30
Golden Age Village Assessment	5,880.00	5,145.00	735.00
Land Assessment 1998	120.00	49.98	70.02
Land Assessment 1999	300.00	249.96	50.04
Land Assessment 2000	508.68	499.98	8.70
Land Assessment 2001	930.00	750.00	180.00
Land Assessment 2002	2,701.10	3,144.96	-443.86
Land Assessment 2003	25,079.00	18,468.00	6,611.00
Total 2. Assessments	52,187.58	43,605.78	8,581.80
3. Late Fees/Finance Charges			
Finance Charges	1,018.87	999.96	18.91
Five Percent Penalty	121.00	500.00	-379.00
Total 3. Late Fees/Finance Charges	1,139.87	1,499.96	-360.09
Total Income	54,519.24	46,730.66	7,788.58
Expense			
A. Business Expenses			
1. Banking Fees	36.00	15.00	21.00
2. Gifts & Donaltons	0.00	499.98	-499.98
3. Insurance	6,899.83	3,000.00	3,899.83
4. Licenses	15.00	15.00	0.00
5. Lien Filing	778.00	300.00	478.00
6. Rentals	0.00	69.96	-69.96
7. Sanitation Bond Refunds	500.00	499.98	0.02
8. Taxes	50.00	49.98	0.02
Total A. Business Expenses	8,278.83	4,449.90	3,828.93
B. Office Expense			
1. Copying	490.18	249.96	240.22
2. Postage	503.20	274.98	228.22
3. Office Supplies	317.34	249.96	67.38
4. Misc. Expenses	15.00	199.98	-184.98
5. Refreshments	15.11	150.00	-134.89
6. Petty Cash Account	125.79	150.00	-24.21
Total B. Office Expense	1,466.62	1,274.88	191.74
C. Professional Fees			
1. Accountant	95.00	49.98	45.02
2. Bookkeeper	2,278.00	1,399.98	878.02
3. Legal Council	570.00	999.96	-429.96
4. Manager	1,357.55	1,099.98	257.57
5. Misc. Professional Fees	0.00	49.98	-49.98
6. Secretarial	3,622.00	3,000.00	622.00
7. Treasurer	0.00	150.00	-150.00
8. Web Site	281.00	150.00	131.00
Total C. Professional Fees	8,203.55	6,899.88	1,303.67

GLA 01408

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GLASTONBURY LANDOWNERS ASSOCIATION, INC.
Income & Expense Budget Overview
January through June 2003

	Jan - Jun 03	Budget	$ Over Budget
D. Road Repairs & Maintenance			
1. Loan Payment	15,112.64	15,000.00	112.64
2. Misc. Road Maint.	120.00	999.96	-879.96
3. Misc. Supplies	0.00	499.98	-499.98
4. Road Grading	4,105.00	6,000.00	-1,895.00
5. Sanding	1,395.77	750.00	645.77
6. Snow Plowing	4,840.00	1,249.98	3,590.02
7. Snow Fences	0.00	199.98	-199.98
Total D. Road Repairs & Maintenance	25,573.41	24,699.90	873.51
E. General Expenses			
1. Clean-up Day	0.00	600.00	-600.00
2. Equipment Repair & Maint.	0.00	150.00	-150.00
3. Miscellaneous	898.70	249.96	648.74
4. Weed Control	2,160.00	750.00	1,410.00
Total E. General Expenses	3,058.70	1,749.96	1,308.74
F. Misc. Projects			
1. Snow Plow/Sander Truck	937.74	1,999.98	-1,062.24
2. Master Plan	0.00	499.98	-499.98
3. Guardrails	1,261.59	1,500.00	-238.41
4. Recreation Area	5,000.00	1,999.98	3,000.02
Total F. Misc. Projects	7,199.33	5,999.94	1,199.39
G. Emergency Fund	0.00	55.98	-55.98
Total Expense	53,780.44	45,130.44	8,650.00
Net Income	738.80	1,600.22	-861.42

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GLA
08/02/03
Treasurer's Report

Effective July 14, 2003 the Accounts Receivable list total is $ 69,104.16. (This is a special report printed for my collections process.)

Of this total amount liens are filed on $45,920.04.

C:\My Documents\Liens total filed.doc

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GLA
TREASURERS
UPDATE 7-23-03

List of 7 Liens prepared and filed on July 30th 2003

Scott Pellet	SG 83	$488.45
Jorn Eisvang	SG64	$565.10
Robert Sherwood	SG50D	$483.27
Craig Newhouse	NG 57-E-1	$658.14
John Diaz	SG32B	$603.15
Chalice Well	SG 84	$483.27
Thomas Germaine	SG 24	$814.52 (total $4095.90)

Thank you.

Cynthia Blocker

C:\My Documents\GLA update on liens filed 7-29-03.doc

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Delinquent accounts making payments				2003				
8/2/03	Lot NO.	Deliquent amount	Total due to date	send payment form	Rec'd Pay form	Payment to be sent in monthly	60 day notice	
		plus late fees				checked	mailed	
Kristy L. Hall	NG 11D	$ 299.11	$ 539.11	Yes	yes	$ 45.00	3/23/03	
Carlson, Patricia Murphy	NG37E	$ 299.11	$ 539.11	yes	yes	$ 5.00	3/23/03	
Petterson, Ola	SG103	$ 598.32	$ 838.32	Due from escrow			3/19/03	
Patterson, Dewayne	NG37A	$ 432.91	$ 652.91	yes	yes	$ 100.00		
Terhorst, Jacobus	SD60	$ 259.61	$ 459.61	yes	yes	$ 30.00		
Totals		$ 1,889.06	$ 3,029.06					
		delinquent	total due					

C:\My Documents\Delinquent Accounts making payments

GLA 01412

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Notice of Meeting of Board of Directors

Of

Glastonbury Landowners Association, Inc.

NOTICE IS HEREBY GIVEN that a meeting of the Board of Directors of the Glastonbury Landowners Association will be held on August 4, 2003, 7:00 p.m., at the Golden Ratio Woodworks cafeteria in Emigrant, Montana.

Dated July 29, 2003

By: Denise M. Orr
Denise M. Orr
Secretary

Dear Board:

David asks that you please be ready to report on Action Items you are responsible for as listed in the August agenda. Also, please review:

Additional contents of this package:

a) ***Letter from Mark J. Hartwig, Kathleen Rakela's attorney***
b) ***Architectural Applications from John Hunsaker and Edward Anderson. I don't have complete applications for the remaining projects listed on the agenda; hopefully I will receive complete copies so that I can give them to you before or by Monday.***
c) ***Mobile Home Standards Draft 7/30/03***

-and-

The contents of the package sent to you for the July 14th meeting.

a) ***Meeting Minutes for June***
b) ***Everett Johnston (June 24, 2003) letter***
c) ***John Alexander (May 28, 2003) letter***

As you may have heard, the July14 meeting was not held because 5 Board members attended which did not give us a quorum. An informal meeting was held with 4 landowners (including Everett & Mary Johnston, Carl Anderson and Rick Spallone) who voiced their questions and concerns about various matters.

Reminder: please give someone your proxy if you are unable to attend a Board meeting. Thank you.

Denise

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Glastonbury Landowners Association

Board Member Proxy Notification

I, Pamela May

Give my proxy to Cynthia Blocker

For the GLA Board of Directors Meeting on Aug 4, 2003
date

Pamela May
signature

8-4-03
date

GLA 01414

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Glastonbury Landowners Association

Board of Directors Meeting Minutes

September 8, 2003

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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 and Daniel gave the opening prayer.

PRESENT: David Tonkin (President), Janet Naclerio (Secretary), Cynthia Dodge-Blocker (Treasurer), Daniel Kehoe, Jr., Charlotte Mizzi, James Kozlik, Orlando Johnson, and Edward Anderson
ABSENT: Robert Wallace (Vice-President), Philip Hoag, Pamela May, James Trisdale (JT)
PROXIES: None.
ALSO ATTENDING: Denise Orr (GLA secretary), Clare Parker (Bookkeeper)

2. **Reading and Disposition of the Minutes General Business**

June 2, 2003 Meeting Minutes
MOTION: Janet motioned and Orlando seconded to approve the 6/2/03 meeting minutes. Motion carried.

August 4, 2003 Meeting Minutes
MOTION: Charlotte motioned and James K. seconded to approve the 8/4/03 meeting minutes. Motion carried.

3. **Report of Officers and Committees**

3.1 Treasurer's Report – Cynthia Dodge-Blocker, Treasurer
Cynthia passed out "Checkbook Transactions for August 2003," "Balance Sheet As of July 31, 2003" and Income and Expense Budget Overview January through July 2003."

3.2 Election Committee Report – Pamela May, Chair
David requested that each Board Member call at least one landowner to ask if he/she would like to run for Board of Director. There was a discussion that the landowners would be voting on a 3-year term for Board members (rather than the present 2-year term) at the Annual Meeting.

3.3 Architecture Subcommittee Report - Robert Wallace, Co-chair

3.3.1 Old Business
ACTION ITEM – Status of Caspari Way road: David reported that he inspected Caspari Way road and that the slope is not a big problem. The inside edge of the road is full of rocks and needs to be graded. JT will do a cross slope measurement. The Board discussed that it may want to propose to the CUT that the GLA will grade the road and split the cost with CUT.

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Draft(s); 9/28/93; 9/30/03; 10/01/03-FINAL
Amended:

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ACTION ITEM - Inspection of Road/Engineers Report [JT] No report.

ACTION ITEM - Draft Letter to Thuse. David read draft letter. Board agreed GLA should send letter to Thuse and copy the CUT with the same proposal as voted by the Board at the August 3, 2003 meeting and request them to grade the road, removes the rocks out from the start of the Caspari Way up to John Alexander's house, and remove the trees that were pulled up when the Church built the road.

ACTION ITEM – Date when Paul Rantalo is to remove his mobile home. No report.

ACTION ITEM – Status of Inspection of John Alexander's property. Charlotte, David and JT still need to meet with Alexander, and then send letter.

ACTION ITEM – Letter to Alexander. Preliminary draft is done. After inspection takes place, letter will be sent to Alexander.

ACTION ITEM – O'Connel's Trailer. David was unable to reach O'Connel's and will try again.

ACTION ITEM – Follman's Driveway. David reported that he needs to consult with our attorney before we write to Follman. The Board discussed and agreed to combine the two draft letters to Follman. Letter should begin with "We're concerned with winter coming that the driveway is too steep, etc."

3.3.2 New Business
Lot 32-B (SG)/John Diaz – Architectural Review. Board discussed.
MOTION: Dan moved and James K. seconded to approved the moving of the home on the condition that (1) the mobile home is moved within 12 months; and (2) the $250 bond must be paid or a snow fence is constructed on the north side of the property. Motion carried.

Lot 43-5/NG James Kozlik/ Garage application:
MOTION: Dan moved and Charlotte seconded to approve James Kozlik's garage construction. Motion carried.

MOTION: Charlotte moved and Cynthia seconded to amend the motion by adding that the bond would be waived. Motion carried.

Lot 2A, (NG)/Marjorie Lombard: Updated application, dated 9/7/03, for the Board to reconsider construction of a galvanized steel shop/multi-purpose building for a home-based business at a new location. Board discussed application at length.

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Draft(s); 9/28/93; 9/30/03; 10/01/03-FINAL
Amended:

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MOTION: Orlando called for a division of the house and Edward seconded regarding approval of Marjorie Lombard's steel building application. Motion carried (5 were in favor; 1 against; and 1 abstained).

The Board continued its discussion of the application and it became apparent that many board members were confused by the above motion . Many thought that it was a motion to approve the application.

MOTION: Orlando moved and Edward seconded to reconsider the previous motion. Motion carried (4 approved and 3 opposed).

The Board had further discussions regarding the issue. Charlotte, speaking as a landowner, stated that the Board had not been given adequate notice or time to review Marjorie Lombard's application (i.e. the Board just received her application at the meeting).

MOTION: Charlotte motioned and Janet seconded to table the review of M. Lombard's steel building and to review it at the September 22, 2003 Board Meeting. Motion carried.

Brettschneider Driveway: James K. and David reported that the cut slope of his private driveway significantly exceeded the maximum slope and should be cut back. Discussion was tabled.

3.4 Road Committee Report – Philip Hoag and JT Trisdale, Co-Chair

3.4.1 Old Business
ACTION ITEM – Status on repair of Capricorn Dr guardrail & washout. No report.

ACTION ITEM – Logging Trucks. David reported that the logging trucks are coming from private land up Dry Creek Road and not from GLA land.

3.4.2 New Business
Mowing Edge of Roads: David and JT will handle mowing of all GLA platted roads for winter.

3.5 Complaint Committee Report – Charlotte Mizzi – Chair
3.5.1 Old Business
ACTION ITEM – Status of Parcel 32 (NG) Woodriff. David reported that our attorney has filed injunctive relief.

ACTION ITEM – Letter to Rantallo re: Exposing Culvert. David reported that GLA received letter from Rantallo that stated culvert had been repaired. David will check out area as there may be rocks that need to be removed.

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ACTION ITEM – Status of Cleanup on Hansard property. David reported that he and JT checked out Hansard property and there has been some improvement (i.e. a number of areas were cleaned up; debris is being readied to be buried; house is gone). James K. to call Hansard to request dates for clean-up plan. Board discussed sending letter to Brettschneider stating that progress has been made and that we'll give him update as soon as we confirm dates for clean-up completion.

ACTION ITEM – Response letter to Rakela's attorney. No Report

ACTION ITEM – Send latest version of Master Plan to Everett Johnston. Dan to send Denise copy for Everett.

3.5.2 New Business

3.6 Land Use Master Plan Committee Report - Daniel Kehoe, Jr., Co-chair. (See 3.6.2.) No report.

3.6.1 Old Business
ACTION ITEM – Submit proposed changes to Covenants and Bylaws. Discussed benefits and potential problems with Master Plan. Orlando and Jim K to research whether Master Plan will have tax implications and bring findings to October meeting.

Board agreed to review changes to Master Plan, Bylaws and Covenants for final approval at a special Board meeting scheduled for 9/22/03 at 7:00 p.m. at the Golden Radio Woodworks Cafeteria. Approved version will be mailed in early part of October to landowners for their feedback. Dan will make first draft of cover letter to accompany the proposed Master Plan mailing.

3.6.2 New Business None

3.7 Recreation Committee Report – Robert Wallace – Chair

3.7.1 Old Business

ACTION ITEM – Legal Formation of PVRC

1) List of Issues needing membership voting. David reported that he has reviewed the Bylaws and needs to ask our attorney's opinion.
2) Review of conditions to become tax deductible foundation
David stated the PVRC should review Jon leFeber's letter (re: what it takes to become a tax deductible foundation) and then present its recommendations to the GLA Board

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concerning what type of organization it wants to be. Dan also to research other ways where it might be less expensive than using an attorney.

ACTION ITEM: Filing Parcel 16A is now part of Glastonbury. Tabled.

3.7.2 New Business

3.8 Web Site Committee Report - Edward Anderson, Chair

3.8.1 Old Business

ACTION ITEM – Status of web site. Edward reviewed the various documents that are still needed for posting. He still needs the building application form, Rules and Procedures, Standards, Notice of meetings, architectural forms, complaint forms, complaint procedures based on complaint procedure memo and list of snow plowers. We should check whether we are able to use maps of area with permission.

Discussed placing link to GIS website which shows Park County – Emigrant area parcels. Board discussed having a link on the GLA Meeting dates page. There could also be a link allowing landowners to request the next meeting's agenda. Edward to put a proposal together regarding links to GIS and others on our website

Dan reported that Andrew Field has a website called "Glastonbury" and that he would be willing to transfer it to us. The website's annual fee is $12. The board approved to use it.

ACTION ITEM – Review Draft letter to Realtors introducing our Website

Draft letter to realtors will be e-mailed to Board for review. Orlando recommended using EBay to sell homes. Janet, Jim K., Edward and Orlando to meet separately to draft realtors' letter.

ACTION ITEM - Sending Edward forms for placement on Website:

Complaint form and procedures - Denise to send to Clare.

Maps - Dan to call for copyright permission to use maps on our website.

PVRC Description – Still needed.

ACTION ITEM - Approval of placing GLA Database on our Website
Board discussed using SQL database of landowners on website for Board use only. David reported that Rudy Parker could create database for $1,000 and explained the

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various features of the site, including the capability of creating a sheet that would list voting information. Clare's database would not be compatible with this database, and therefore, information will need to be inputted separately. Board will have the ability to download the information from the database into their personal computer.

MOTION: Charlotte motioned and James Kozlik seconded to pay $1,000 to place SQL database on website. Motion carried.

3.8.2 New Business None

3.9 Weed Committee Report – Philip Hoag and JT Trisdale, Co-Chair. Board discussed that GLA is over budget and will not be spraying this fall. We will wait until next year because of cost issue ($2,200). We would need a special license for toxic fumes if we rented equipment. MOTION: James Kozlik and Janet seconded that GLA researches details of what it would take to own our weed sprayer equipment, etc., for next spring, etc., and determine cost and liability insurance, etc.

3.10 Clean-up Committee Report - Philip Hoag & Charlotte Mizzi, Co-Chair. David will call Pamela and request that she handle arrangements for fall clean-up day.

4. **Ombudsman Report** – Richard Allen (SG) & Richard Johnson (NG)

5. **Other Business**

5.1 Old Business:

Fire Reservoir Report

ACTION ITEM – Status of landscaping, adding fish, adding a fence. David reported: (1) GLA will need to weed, landscape and seed banks with grass. (2) He talked to State about putting fish into the fire reservoir to control mosquitoes and was told we can't do without state approval and a permit unless the pond water does not enter into state waters. The stream feeding the reservoir does not enter Dry Creek; it percolates into the ground before reaching the creek. (3) We also found a new and less expensive insurance carrier which instructed us to place a "No Fishing or Swimming" sign near pond.

5.2 New Business

Memo of 9/8/03: Request by Thomas More School to Use Certain Paved Roads in NG on afternoon of 10/6/03 for Annual Bike-a-Thon. Marjorie Lombard presented request and discussed details with Board.

MOTION: Orlando motioned and James K. seconded to approve the 9/8/93 memo request concerning Thomas More School to Use Certain Paved Roads in NG on afternoon of 10/6/03 for Annual Bike-a-Thon. (see memo attached). Motion carried.

Shelter Insurance. Tabled.

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6. Next Meeting and Adjournment

The meeting was adjourned at 10:50 p.m. with no further business. The next meeting will be held September 22, 2003 at Golden Ratio Woodworks Cafeteria, 7:00 p.m.

NEW ACTION ITEMS:

EC0908033.2	Each Board Member call at least one landowner to ask if he/she would like to run for GLA Board of Directors.
AR0908033.3.1.1	JT to do a cross slope measurement of Caspari Way road. **Done**
AR0908033.3.1.2	Janet to draft letter with David to Church re: Caspari Way.
AR0908033.3.1.1	David, Charlotte & JT to visit Alexander. **Done** Then send letter.
AR0908033.3.1.2	David/Janet send letter to Thuse.
AR0908033.3.1.3	Janet to draft letter to Follman re: driveway.
AR0908033.3.2.1	Denise send project approval w/stipulations to John Diaz.
AR0908033.3.2.2	Denise to send project approval to James Kozlik.
AR0908033.4.2	David and JT to mow GLA platted roads. **Done**
CP0908033.5.1.1	David to check out Rantallo culvert area for possible rock removal. **Done**
CP0908033.5.1 .2	James K. to call Hansard to request dates for clean-up plan. Then Denise to draft letter to Brettschneider.
MP0908033.6.1	Denise send newest Master Plan to E. Johnston. **Done.**
MP0908033.6.2.1	Orlando to research whether Master Plan will have tax implications and bring findings to October meeting.
MP0908033.6.2.2	Denise to make copies of updated changes on Master Plan, Covenants & Bylaws and send to Board for review at 9/22/03 meeting. **Done**
MP0908033.6.2 .3	After 9/22/03 meeting, send approved version of Master Plan and changes to Bylaws and Covenants to landowners. Dan to write first draft of cover letter to accompany the proposed Master Plan.

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Amended:

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RC0908033.7.1.1	David to ask attorney's opinion regarding PVRC issues needing landowners vote.
RC0908033.7.1.2	PVRC Committee to review Jon leFeber's letter and present it's recommendations to the GLA Board
RC0908033.7.1.3	Dan to research other ways to set up PVRC that might be less expensive than using an attorney.
WB0908033.8.1.1	Denise to check with Clare re: documents sent for website; send revised complaint form and new complaint procedure forms for landowners. **Done**
WB0908033.8.1.2	Edward and Janet to draft letter to realtors introducing our Website and e-mail to Board for review.
WB0908033.8.2.1	Dan to obtain copyright permission to use maps on our website.
WB0908033.8.2.2	Edward to contact Andrew Field requesting transference of his "Glastonbury" website.
WB0908033.8.2.3	Edward to prepare proposal concerning GLA website using links to GIS and others.
WB0908033.8.2.4	Contact Rudy regarding Board's approval to pay $1,000 to place GLA Database on our Website
WD0908033.9.1	? to research details of what it would take for GLA to own our weed sprayer equipment, etc., for next spring, etc., and determine cost and liability insurance, etc.

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Draft(s); 9/28/93; 9/30/03; 10/01/03-FINAL
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Glastonbury Landowners Association, Inc.
Board of Directors Meeting Agenda
September 8, 2003

1. Call to Order, Opening Prayer

2. Reading and Disposition of Minutes
June 2, 2003
August 4, 2003

3. Report of Officers and Committees

3.1 Treasurer's Report – Cynthia Dodge-Blocker, Treasurer
3.1.1 Old Business
3.1.2 New Business

3.2 Election Committee Report – Pamela May, Chair

3.3 Architecture Subcommittee Report - Robert Wallace, Co-chair
3.3.1 Old Business
ACTION ITEM – Status of Caspari Way road
Inspection of Road/Engineers Report *[JT]*
Draft Letter to Thuse *[Janet]*
ACTION ITEM – Date when Paul Rantalo is to remove his mobile home *[Robert]*
ACTION ITEM – Status of Inspection of John Alexander's property *[JT]*
ACTION ITEM – Letter to Alexander *[Denise]*
ACTION ITEM – O'Connel's Trailer *[David]*
ACTION ITEM – Follman's Driveway *[David]*
3.3.2 New Business
John Diaz/Lot 32-B SG – Architectural Review

3.4 Road Committee Report – Philip Hoag and JT Trisdale, Co-Chair
3.4.1 Old Business
ACTION ITEM – Status on repair of Capricorn Dr guardrail & washout *[Philip]*
ACTION ITEM – Logging Trucks *[David]*
3.4.2 New Business
Mowing Edge of Roads

3.5 Complaint Committee Report – Charlotte Mizzi – Chair
3.5.1 Old Business
ACTION ITEM – Status of Parcel 32 (NG) Woodriff *[David]*
ACTION ITEM – Letter to Rantallo re. Exposing Culvert *[Janet]*
ACTION ITEM – Status of Cleanup on Hansard property *[David]*
ACTION ITEM – Response letter to Rakela's attorney
ACTION ITEM – Send latest version of Master Plan to Everett JohnstonN
3.5.2 New Business

3.6 Land Use Master Plan Committee Report - Daniel Kehoe, Jr., Co-chair
3.6.1 Old Business
ACTION ITEM – Submit proposed changes to Covenants and Bylaws *[David, Others?]*
3.6.2 New Business

(over)

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3.7 Recreation Committee Report – Robert Wallace – Chair

3.7.1 Old Business

ACTION ITEM – Legal Formation of PVRC
List of Issues needing membership voting *[David]*
Review of conditions to become tax deductible foundation
Jon leFeber's letter *[Recreation Committee]*
Other ways *[Dan and Robert]*
ACTION ITEM: Filing Parcel 16A is now part of Glastonbury

3.7.2 New Business

3.8 Web Site Committee Report - Edward Anderson, Chair

3.8.1 Old Business

ACTION ITEM – Status of web site *[Edward]*
ACTION ITEM – Review Draft letter to Realtors introducing our Website
ACTION ITEM: - Sending Edward forms for placement on Website:
Complaint form *[Denise]*
Maps *[Dan]*
PVRC Description *[Robert and Janet]*
ACTION ITEM: - Approval of placing GLA Database on our Website

3.8.2 New Business

3.9 Weed Committee Report – Philip Hoag and JT Trisdale, Co-Chair

3.10 Clean-up Committee Report - Philip Hoag & Charlotte Mizzi, Co-Chair

4. Ombudsman Report – Richard Allen (SG) & Richard Johnson (NG)

5. Other Business

5.1 Fire Reservoir Report

5.1.1 Old Business

ACTION ITEM – Status of landscaping, adding fish, adding a fence *[David]*

5.1.2 New Business

5.2 Shelter Insurance *[Orlando]*

6. Next Meeting and Adjournment

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Recd 9/8/03 MTG

08/20/03

Glastonbury Landowners Association, Inc.
Balance Sheet
As of July 31, 2003

	Jul 31, '03
ASSETS	
Current Assets	
Checking/Savings	
1st National Bank Checking	1,019.75
1st National Bank Savings	29,266.87
Total Checking/Savings	30,286.62
Accounts Receivable	
Accounts Receivable	68,865.74
Total Accounts Receivable	68,865.74
Total Current Assets	99,152.36
Fixed Assets	
Paved Roads	1.00
Total Fixed Assets	1.00
TOTAL ASSETS	**99,153.36**
LIABILITIES & EQUITY	
Liabilities	
Long Term Liabilities	
Road Pavement Loan	244,312.31
Total Long Term Liabilities	244,312.31
Total Liabilities	244,312.31
Equity	
Beginning Balance	11,816.51
Opening Bal Equity	-244,401.30
Retained Earnings	67,675.22
Net Income	19,750.62
Total Equity	-145,158.95
TOTAL LIABILITIES & EQUITY	**99,153.36**

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08/20/03

Glastonbury Landowners Association, Inc.
Income & Expense Budget Overview
January through July 2003

	Jan - Jul '03	Budget	$ Over Budget
Income			
1. General Income			
Church, for Road Paving Loan	1,191.79	1,487.50	-295.71
Interest Income	0.00	291.62	-291.62
Misc. Income	0.00	58.31	-58.31
Sanitation Bond Account	0.00	58.31	-58.31
Total 1. General Income	1,191.79	1,895.74	-703.95
2. Assessments			
Assessments prior to 1998	254.76	58.31	196.45
Dwelling Assessment 1998	0.00	58.31	-58.31
Dwelling Assessment 1999	180.00	175.00	5.00
Dwelling Assessment 2000	223.32	466.62	-243.30
Dwelling Assessment 2001	102.63	583.31	-480.68
Dwelling Assessment 2002	1,970.04	3,150.00	-1,179.96
Dwelling Assessment 2003	15,024.30	13,356.00	1,668.30
Golden Age Village Assessment	5,880.00	6,002.50	-122.50
Land Assessment 1998	120.00	58.31	61.69
Land Assessment 1999	300.00	291.62	8.38
Land Assessment 2000	628.68	583.31	45.37
Land Assessment 2001	1,121.31	875.00	246.31
Land Assessment 2002	3,029.16	3,669.12	-639.96
Land Assessment 2003	26,299.00	21,546.00	4,753.00
Total 2. Assessments	55,133.20	50,873.41	4,259.79
3. Late Fees/Finance Charges			
Finance Charges	1,149.64	1,166.62	-16.98
Five Percent Penalty	169.00	500.00	-331.00
Total 3. Late Fees/Finance Charges	1,318.64	1,666.62	-347.98
Total Income	57,643.63	54,435.77	3,207.86
Expense			
A. Business Expenses			
1. Banking Fees	36.00	17.50	18.50
2. Gifts & Donaitons	0.00	583.31	-583.31
3. Insurance	7,531.83	3,500.00	4,031.83
4. Licenses	15.00	17.50	-2.50
5. Lien Filing	967.00	350.00	617.00
6. Rentals	0.00	81.62	-81.62
7. Sanitation Bond Refunds	500.00	583.31	-83.31
8. Taxes	50.00	58.31	-8.31
Total A. Business Expenses	9,099.83	5,191.55	3,908.28
B. Office Expense			
1. Copying	490.18	291.62	198.56
2. Postage	503.20	320.81	182.39
3. Office Supplies	317.34	291.62	25.72
4. Misc. Expenses	15.00	233.31	-218.31
5. Refreshments	15.11	175.00	-159.89
6. Petty Cash Account	375.79	175.00	200.79

GLA 01428

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Glastonbury Landowners Association, Inc.
Income & Expense Budget Overview
January through July 2003

	Jan - Jul '03	Budget	$ Over Budget
Total B. Office Expense	1,716.62	1,487.36	229.26
C. Professional Fees			
1. Accountant	95.00	58.31	36.69
2. Bookkeeper	2,278.00	1,633.31	644.69
3. Legal Council	1,348.20	1,166.62	181.58
4. Manager	1,423.55	1,283.31	140.24
5. Misc. Professional Fees	0.00	58.31	-58.31
6. Secretarial	4,022.00	3,500.00	522.00
7. Treasurer	0.00	175.00	-175.00
8. Web Site	281.00	175.00	106.00
Total C. Professional Fees	9,447.75	8,049.86	1,397.89
D. Road Repairs & Maintenance			
1. Loan Payment	15,112.64	17,500.00	-2,387.36
2. Misc. Road Maint.	120.00	1,166.62	-1,046.62
3. Misc. Supplies	0.00	583.31	-583.31
4. Road Grading	4,105.00	7,000.00	-2,895.00
5. Sanding	1,395.77	875.00	520.77
6. Snow Plowing	4,840.00	1,458.31	3,381.69
7. Snow Fences	0.00	233.31	-233.31
Total D. Road Repairs & Maintenance	25,573.41	28,816.55	-3,243.14
E. General Expenses			
1. Clean-up Day	0.00	700.00	-700.00
2. Equipment Repair & Maint.	39.48	175.00	-135.52
3. Miscellaneous	898.70	291.62	607.08
4. Weed Control	4,080.00	875.00	3,205.00
Total E. General Expenses	5,018.18	2,041.62	2,976.56
F. Misc. Projects			
1. Snow Plow/Sander Truck	937.74	2,333.31	-1,395.57
2. Master Plan	0.00	583.31	-583.31
3. Guardrails	1,261.59	1,750.00	-488.41
4. Recreation Area	5,025.10	2,333.31	2,691.79
Total F. Misc. Projects	7,224.43	6,999.93	224.50
G. Emergency Fund	0.00	65.31	-65.31
Total Expense	58,080.22	52,652.18	5,428.04
Net Income	**-436.59**	**1,783.59**	**-2,220.18**

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MEMO

To: Glastonbury Landowners Association

From: Thomas More Schools
Marjorie Lombard

Date: September 8, 2003

RE: **REQUEST TO USE CERTAIN PAVED ROADS IN NORTH GLASTONBURY ON SUNDAY AFTERNOON, OCTOBER 6, FOR ANNUAL BIKE-A-THON.**

1. For a number of years the school has used 2 ½ to 5 miles of the Mill Creek Road east of East River Road for its annual Bike-a-thon. Staff have felt for a number of years that we are more vulnerable along that stretch than we would like to be. We did cut back to using only 2 ½ miles several years ago, however we allow local traffic through and have to ask other drivers to take a detour around the Pray Road. Local traffic is usually pretty gracious and careful as they go through, but we also have a hard time keeping parents with young children off the road at the start point. Detour people are sometimes gracious, sometimes not.
2. We would like you to consider our use of the N. Glastonbury road from the top of the hill (Sirius Drive) at its east end, to the corner of Sirius and Aries, and then north to the T with Capricorn for our bikers.
3. Our plan would be to let locals know well ahead and also have signage up the day of the Bike-a-thon, asking all traffic headed in for residences along or off of Capricorn to use the north entrance from 89.
4. We would ask Pete Story if all heading to or from GAV or residences on Taurus Road, could use his road that afternoon.
5. Thus, no traffic would need to come on the road stretches named in 2 above.
6. We would close roads at 12:45 (after church was out)—and run the Bike-a-thon for four hours—until 5:00 when the roads would be reopened.
7. Sunday afternoons tend to be slow times along our roads, according to some observers.

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NORTH AND SOUTH GLASTONBURY
BOARD ELECTION ELIGIBLITY

ELIGIBLE TO RUN
Will have completed their terms of office in November

North Glastonbury
1) Edward Anderson (He had the least votes by about 2 of the NG nominations and therefore was put into finishing Jon Olsen's position who had one more year to complete)
2) Charlotte Mizzi
3) Robert Wallace

South Glastonbury
1) Cynthia Blocker
2) Dan Kehoe
3) David Tonkin

NOT ELIGIBLE TO RUN
Have 1 More Year of 2-Year Term

North Glastonbury
1) James Kozlik
2) Janet Naclerio
3) Philip Hoag

South Glastonbury
1) Orlando Johnson
2) Pamela May
3) James Trisdale

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Glastonbury Landowners Association
Complaint Form

(Attach separate sheet if more space is needed)

Date_____

Name(s) of landowner complainant(s). _____

Parcel/Lot No._____ North____ South____ Glastonbury *(Check One)* Phone No. (____)_____

Mailing Address _____

State *Zip*

Name(s) of landowner(s) involved in alleged violation. _____

Parcel/Lot No._____ North____ South____ Glastonbury *(Check One)*

Specific Section and Title in Covenants relating to alleged violation. Section: _____

Title:_____

History of the problem. _____

Have you communicated with the other landowner(s) involved in the alleged violation and tried to resolve the situation amicably? YES ____ NO____ (If no, please do so before submitting this complaint.)

Date, time and details of your communication for attempted resolution._____

Complainant Signature:_____

Please mail this completed form to the Glastonbury Landowners Association, Attn: Complaint Committee, P.O. Box 312, Emigrant, MT 59027. Forms submitted with incomplete information will be returned to the complainant for completion.

For GLA Use

Date received. _____ Date reviewed: _____

Recommended action. _____

Disposition._____

Signature of Board Member Reviewing Complaint. _____

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Proxy for 9/8/03 MTG

----- Original Message -----

From: Pamela Miksch
Sent: Monday, September 08, 2003 9:04 AM
To: DENISE ORR; cynthia blocker
Cc: CBLOCKER@TSL.ORG
Subject: TONIGHT

I'VE FELT REALLY LOUSY THE LAST FEW DAYS, SO I'M NOT COMING TO THE MEETING TONIGHT. I FEEL TOO WOBBLY TO EVEN GET A PROXY OVER TO CYNTHIA, SO IF IT'S O.K. TO HAVE THIS SERVE AS MY PROXY TO CYNTHIA, I'D APPRECIATE IT.
THE ONLY ONE'S WHO HAVE REPONDED TO ME ABOUT WILLINGNESS TO RUN THIS YEAR ARE CYNTHIA, DAVID & EDWARD. DAN, CHARLOTTE & ROBERT WILL NEED TO BE ASKED.
THANKS,
PAMELA

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----- Original Message -----

From: Jannac99@aol.com
Sent: Wednesday, September 03, 2003 10:39 PM
To: denisemorr@msn.com
Subject: Re: Please vote: Draft of GLA Meeting Minutes of June 2.

I , Janet Naclerio, motion to approve the Draft of the June 2, 2003 Draft of GLA Board of Directors
Meeting Minutes as written. Date: 9/3/03

----- Original Message -----

From: Dancynv7@aol.com
Sent: Thursday, September 04, 2003 9:42 PM
To: denisemorr@msn.com
Subject: Fwd: Please vote: Draft of GLA Meeting Minutes of June 2.

I Cynthia Blocker approve the June 2, 2003 meeting minutes-- today 9/5/03

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----- Original Message -----

From: Pamela Miksch
Sent: Thursday, September 04, 2003 8:14 AM
To: Denise Orr
Subject: Re: Please vote: Draft of GLA Meeting Minutes of June 2.

> Approval with no amendments
>
> I,PAMELA MAY, motion to approve the Draft of the June 2, 2003
> Draft of GLA Board of Directors Meeting Minutes as written. Date: 9-4-03

----- Original Message -----

From: Edward Anderson
Sent: Thursday, September 04, 2003 10:46 PM
To: Denise Orr
Subject: Re: Please vote: Draft of GLA Meeting Minutes of June 2.

I, Edward Anderson , motion to approve the Draft of the June 2, 2003 Draft of GLA Board of Directors

Meeting Minutes as written. Date: September 4, 2003

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----- Original Message -----

From: Jkoz59027@aol.com
Sent: Friday, September 05, 2003 8:53 AM
To: denisemorr@msn.com
Subject: Re: Please vote: Draft of GLA Meeting Minutes of June 2.

I Jame Kozlik approve of the June 2 nd 2003 GLA meeting minutes.

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2003-10-06_BDGN.pdf

GLA 01437

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Glastonbury Landowners Association

Board of Directors Meeting Minutes

October 6, 2003

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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. Dan gave the opening prayer.
   PRESENT: David Tonkin (President), Robert Wallace (Vice-President), Janet Naclerio (Secretary), Cynthia Dodge-Blocker (Treasurer), Edward Anderson, Daniel Kehoe, Jr., Charlotte Mizzi, James Kozlik, Orlando Johnson, Pamela May
   ABSENT: Philip Hoag, James Trisdale (JT)
   PROXIES: None.
   ALSO ATTENDING: Denise Orr (GLA secretary)

2. **Reading and Disposition of the Minutes General Business**
   MOTION: Orlando motioned and James Kozlik seconded to approve September 8, 2003 meeting minutes. Motion carried.

3 **General Business**

3.1 Old Business: No report.

3.2 New Business: Board discussed various institutions to which it might designate the GLA Gifts and Donations Fund of $1,000 for 2003. Board members proposed donating to Church Universal and Triumphant, Emigrant Church, Thomas More School, Arrowhead School, Cambodia Orphanage, Livingston Food Bank or local needy families.
MOTION: Janet motioned and Charlotte seconded to allocate the GLA Gifts and Donations Fund of $1,000 for 2003 divided in the following manner: 1/3 of the fund to Church Universal and Triumphant, 1/3 to Thomas More School and 1/3 to Livingston Food Bank. Motion did *not* carry.

A Board discussion followed concerning the division of the $1,000 Gifts and Donations Fund between different recipients would diminish the value and impact of the donation.

MOTION: Robert motioned and James Kozlik seconded to give the GLA $1,000 Gifts and Donations Fund for 2003 to the Thomas More School. The Board voted 5 in favor, 3 against and 1 abstention. Motion carried.

4. **Report of Officers and Committees**

4.1 Treasurer's Report: Cynthia Blocker, Treasurer
Cynthia passed out "Balance Sheet as of September 30, 2003" and "Income and Expense Budget Overview, January through September 2003."

4.1.1 Old Business. None

4.1.2 New Business.

4.1.2.1 Cynthia reported that she spoke to our bank about the possibility of GLA receiving credit card payments. She will do further research and report at the next meeting the costs of a credit card machine and printer.

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4.1.2.2 Cynthia passed out a proposal entitled "Oct 6, 2003 MOTION TO CONSIDER: Special Contractors Waiver of Assessment Fees." The Board discussed her proposal and suggested edits.
MOTION: Cynthia motioned and Charlotte seconded to approve an assessment fee waiver for Landowners who are subdividing. Effective January 1, 2004, a Landowner who is subdividing his parcel or tract may ask for a special assessment fee waiver. GLA will still charge the landowner on all subdivided tracts or lots, but collection of these fees will be as follows:

Assessments on a minimum of one unsold tract or lot per subdivision will be due each year and assessments on the remaining tracts or lots will not become due until the individual lot or tract is sold. The normal late fees and normal interest rates will not apply. The interest charged for contractors will be 6% per year on the unpaid balance. Motion carried.

The Board also discussed that the assessment fee waiver would be optional and not automatic. In other words, landowners would have to apply for the waiver by contacting the GLA Treasurer's Office. Application for the waiver could *not* be on a retroactive basis.

4.2 Election Committee Report – Pamela May, Chair
The Board discussed the status of their contacts with potential candidates.
Pamela proposed several suggestions to improve the November 15th Annual Meeting, as follows:

(1) Shorten its length; (2) All current Board members will sit at conjoined tables in front of the audience rather than approaching the podium to speak; (3) To avoid unnecessary repetition of information and disruption, the audience will be requested to ask their questions after all Board members have given their reports; and (4) Landowners may submit written questions to the Board. The Board agreed that these recommendations.

4.3 Architecture Subcommittee: Robert Wallace/James Kozlik, Co-Chair

4.3.1 Old Business

ACTION ITEM – Status of Caspari Way road

Inspection of Road/Engineers Report: David reported that JT and he had inspected Caspari Way and concluded that it is not necessary to get an engineer to represent GLA. The road is narrow --- approximately 18 feet similar to some of the roads in upper areas of high SG. The following recommendations were made by JT and David: (1) cut out on the inside approximately 2 ft. of the material that has sloughed off the slope and discard it; (2) construct a ditch to catch rocks that continue to slough off the edge of the road, (3) construct a 10 inch

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Draft(s); 10 14 03; 10 23 07; 10 27 03-FINAL
Amended:

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culvert across the road at the point where John Alexander's driveway comes off of it since it's a low spot and the water is going to have to run across the road, which will cause erosion. JT called Archie Mann requesting the cost of the above procedures and was told it would cost $1,200.

Draft Letter to Thad Huse: David will work with Janet to draft a letter to Huse.
MOTION: Dan motioned and Pamela seconded to amend previous motion (August 4, 2003) and send a letter to Huse that states the GLA will agree to pay ½ of the cost of guardrails provided that the Church pays the $15,000 owed to the GLA for the Master Plan; and the Church pays for the following improvements to the road: (1) On the inside of the road -- cutting out approximately 2 ft. of the material that has sloughed off the slope and discard it; (2) construction of a ditch to catch rocks that continue to slough off the edge of the road; (3) construction of a 10 inch culvert across the road at the point where John Alexander's driveway comes off of it (this is needed because it is a low spot and the water is going to have to run across the road which will cause erosion); and (4) removal of trees pulled out during the construction of the road and left behind. Motion carried with one abstention.

ACTION ITEM – Date when Paul Rantallo is to remove his mobile home. Robert will call him and advise him the trailer needs to be moved within 60 days; this is our fall back position and we would prefer to avoid taking legal action.

ACTION ITEM – Status of Inspection of John Alexander's property.
David reported that JT had talked to John about cleaning up his property and that JT and he visited the property. They noted that there was still much debris on the property. In JT's phone call to John, he had promised to remove tires from the top of mobile homes in addition to what his waiver request outlined.

ACTION ITEM – Letter to Alexander. Draft letter has been written.

ACTION ITEM – O'Connel's Trailer. Charlotte reported that the trailer has been moved.

ACTION ITEM – Follman's Driveway. The builder of Follman's road advised David that he recently graded the road. David will inspect the road. If it is determined that the road is within 14%, GLA will be able to approve the road.

4.3.2 New Business
Lot 56-A (SG)/ Ross and Connie Fitzgerald: Application for Home Construction.
GLA received Ross Fitzgerald's application on an outdated application form. David reported that he checked out the construction site and it appeared to be fine. New application forms will be sent to Ross.

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Draft(s); 10 14 03; 10 23 07; 10 27 03-FINAL
Amended:

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MOTION: Robert moved and Orlando seconded to approve Ross Fitzgerald's home construction application on Lot 56-A (SG) pending receipt of Ross's project application on updated forms. Motion carried.

4.4 Road Committee: Philip Hoag/James Trisdale, Co-Chair

4.4.1 Old Business

ACTION ITEM – Status on repair of Capricorn Drive guardrail & washout. David reported that one washout has been filled in and another one (located at the bottom of the road) is in the process of being repaired and should be completed within a few weeks. It was also reported that used guardrail has been found and the repair will include it and the I-beams as described in 4.4.2 below.

4.4.2 New Business

Guardrail proposal. David and JT proposed using standard guardrail system that includes 4-inch I-beams buried approximately 4-feet into the ground and with 3 cables mounted 28 inches above the ground. Equipment for repairing can be rented at $700 per week.

Board further discussed there will need to be another motion regarding guardrails at November meeting. Information will be E-mailed to Board members.

Missing sign on Capricorn Drive. James Kozlik reported there is an arrow sign missing from the curve on Capricorn.

4.5 Complaint Committee: Charlotte Mizzi/Pamela May, Chair

4.5.1 Old Business

ACTION ITEM – Status of Parcel 32 (NG) Kathleen Woodriff Ulrich. David reported that our attorney has delivered our complaint to Kathleen. David said that Kathleen spoke with him and told him that the County allows abandoned cars to be left if covered with canvas and that the tents and some materials outside belong to her ex-husband, who is in the process of moving them off site. David will ask Kathleen to put in writing her plans for responding to our complaint. He will also call our attorney.

ACTION ITEM – Status of Exposing Culvert. David reported the culvert was exposed and operational. There may still be some rocks removed. Robert will tell Rantallo that on the upstream side of the culvert there are piles of rocks that need to be removed and it appears that Rantallo created this situation.

ACTION ITEM – Status of Cleanup on Hansard property. James Kozlik reported that: (1) He has endeavored to contact Hansard through a number of phone calls and will continue

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attempting to reach him; (2) that he and his wife, Marian, have done some clean-up on Hansard's property and observed other cleanup as well; (3) firewood has been moved and stacked; (4) he will try to get a burn permit from Emigrant Store so that some of the remaining debris can be burned; and (5) bullet holes in shelter and salt scattered around the property indicate vandalism has occurred.

Board agreed that the GLA should send a letter to Brettschneider to update him on Hansard property clean-up. Letter should include: (1) Hansard has started cleaning up and more work is is still needed; (2) materials have been moved; (3) it appears other materials are about to be buried; and (4) we have made a number of attempts to contact Hansard via phone and will continue to do so.

ACTION ITEM – Response letter to Rakela's attorney. **Done.**

ACTION ITEM: Vito Sinopoli Complaint re: Parcels 39 and 47 (SG). Board discussed. David to call Sinopoli.

4.5.2 New Business. No Report

4.6 Land Use Master Plan Committee: Daniel Kehoe, Jr., Chair; Orlando Johnson, Charlotte Mizzi, Pamela May.

4.6.1 Old Business

ACTION ITEM – Status of Master Plan and changes to Covenants and Bylaws. David to complete changes. Need to send to landowners as early as possible to give sufficient time for landowners to review before the Annual Meeting where it will be discussed.

ACTION ITEM – Research on tax implication of Master Plan. Orlando reported that there are no tax implications.

ACTION ITEM – Letter to Landowners introducing Master Plan to Landowners. Dan to complete.

4.6.2 New Business. None

4.7 Recreation Committee: Robert Wallace, Chair; Edward Anderson & Janet Naclerio
Robert reported that the soccer field needs more fertilizer but is almost ready to be used. Robert stated that the PVRC has approximately $600 in the bank. The funds that the Church donated ($5,000) plus miscellaneous donations (approximately $1,000) have been used to reimburse Pouwell Gelderloos for his work and materials.

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4.7.1 Old Business

ACTION ITEM – Legal Formation of PVRC

List of issues needing membership voting. No report

Review of conditions to become tax deductible foundation in Jon leFeber's letter. No report

Other ways. No report

ACTION ITEM: Filing Parcel 16A is now part of Glastonbury. Janet to send the GLA Motion concerning incorporating parcel 16A into Glastonbury to the County and inquire as to the filing procedure.

4.7.2 New Business None

4.8 Web Site Committee: Edward Anderson, Chair

4.8.1 Old Business

ACTION ITEM – Status of web site. See Action Items below.

ACTION ITEM – Review Draft letter to Realtors introducing our Website. Edward passed out a draft of a letter to Local Real Estate Agents and Homes Listed for Sale by Owner. Board reviewed letter and suggested edits.
MOTION: Edward motioned and Orlando seconded to approve the proposed draft letter as amended with some additions to reflect Clare's ?

ACTION ITEM - Sending Edward documents to place on Website.

Complaint form and instruction. Done

Maps. Not done. Board decided to use Glastonbury road maps from the Glastonbury phone book. Edward proposed that he purchase and scan an area map and acquire property rights to use it on our web site. David reported that he talked to Frank Petrik about how much it would cost to input Glastonbury property lines into an AutoCad file so we can create up to date road and parcel/tract/lot maps. Frank estimated a cost $20,000.

PVRC Description. Done

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Project Review Application forms and instruction. Denise to send again.

Standards. Not done

Meeting Dates. Done

List of snow plowers. Not done

Properties for sale. Clare.

ACTION ITEM – Request use of Glastonbury website name from Andrew Field. Not done

4.8.2 New Business
Charlotte suggested and Board agreed that we should demonstrate how to use GLA website at the annual meeting using a laptop and projector.

4.9 Weed Committee: James Trisdale /Philip Hoag, Co-Chair
ACTION ITEM – Research into doing our own weed spraying. No Report

4.10 Clean-up Committee Report - Philip Hoag & Charlotte Mizzi, Co-Chair

4.10.1 Old Business
Charlotte will try to schedule roll offs for clean-up day in early November before the Annual Meeting.

4.10.2 New Business
Board discussed how it might use the $15,000 (GLA will receive when the Church pays us for Master Plan) for land swap and clean up. Robert, Orlando, Dan and Pamela (Philip will be asked) will meet to form a proposal regarding this issue. Orlando to propose how we might deal with shelter clean-up.

4.11 Ombudsman Report: Richard Allen (SG) Richard Johnson (NG)

5. Other Business
5.1 Shelter Insurance. Tabled

6. Next Meeting and Adjournment
The meeting was adjourned at 10:06 p.m. with no further business. The next meeting will be held November 3, 2003 at Golden Ratio Woodworks Cafeteria, 7:00 p.m.

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Draft(s); 10 14 03; 10 23 07; 10 27 03-FINAL
Amended:

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NEW ACTION ITEMS

100603TR.1 Cynthia to report credit card machine/printer costs at the next meeting.

100603TR.2 Cynthia to complete final wording re: Waiver of Assessment Fees. **Done**

100603AR.1 David and Cynthia to draft letter to Huse. **Done**

100603AR.2 Robert to call Paul Rantallo re. moving the mobile home.

100603AR.3 David to give Denise details to add to Alexander letter draft.

100603AR.4 David to inspect Follman road to determine if road is within 14%.

100603AR.5 Send Ross Fitzgerald construction approval once his new application is received and approved.

100703RD David to email information about guardrails to Board before next meeting.

100603CP.1 David to contact our attorney. **Done** Ask Kathleen Ulrich to put plans in writing.

100603CP.2 Robert to call P. Rantallo re. Removing the pile of rocks upstream of the culvert.

100603CP.3 James Kozlik to contact Hansard.

100703CP.4 Denise to write Brettschnieder re: progress of Hansard clean-up.

100603CP.5 David to call Sinopoli re: inspecting Parcels 39 and 47 (SG.)

100703MP.1 David to complete details for new Master Plan. **Done**

100603MP.1 Dan to complete letter to Landowners re: Master Plan, etc. **Done**

100603RC.3 Denise leave copies of leFeber letter at EGS for Dan and Robert. **Done.**

100603RC.4 Janet to file for the inclusion of Parcel 16A into GLA with the County.

100603WB.1 Edward and Janet to finalize website letter to realtors.

100702WB.2 Edward to acquire Glastonbury road maps from NGTC phone book for Website.

File: MtgMins 10 06 03.doc
Draft(s); 10 14 03; 10 23 07; 10 27 03-FINAL
Amended:

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100603WB.3 Denise to resend Project Review Application forms and instruction to Clare. **Done.**

100603WB.4 David to submit the Standards for inclusion in the web page.

100603WB.5 David to send list of snow plowers to Edward.

100603WB.6 Edward to contact Clare re: properties for sale on website.

100603CU.1 Charlotte to schedule roll offs for November.

100603CU. 2 Robert, Orlando, Dan and Pamela (Philip will be asked) to form a proposal regarding how to use $15,000 the Church will repay for Master Plan. Orlando to research shelter clean-up.

File: MtgMins 10 06 03.doc
Draft(s): 10 14 03; 10 23 07; 10 27 03-FINAL
Amended:

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Glastonbury Landowners Association, Inc.
Board of Directors Meeting Agenda
October 6, 2003

1. Call to Order, Opening Prayer

2. Reading and Disposition of Minutes
September 8, 2003

3. General Business
3.1 New Business
Decide distribution of gifts budget ($1,000)

4. Report of Officers and Committees
4.1 Treasurer's Report – Cynthia Dodge-Blocker, Treasurer
4.1.1. Old Business
4.1.2. New Business

4.2 Election Committee Report – Pamela May, Chair

4.3 Architecture Subcommittee Report - Robert Wallace, Co-chair
4.3.1. Old Business
ACTION ITEM – Status of Caspari Way road
Inspection of Road/Engineers Report *[JT]*
Draft Letter to Thuse *[Janet]*
ACTION ITEM – Date when Paul Rantalo is to remove his mobile home *[Robert]*
ACTION ITEM – Status of Inspection of John Alexander's property *[JT]*
ACTION ITEM – Letter to Alexander *[Denise]*
ACTION ITEM – O'Connel's Trailer *[David]*
ACTION ITEM – Follman's Driveway *[David]*
4.3.2. New Business
Lot 56-A SG – Architectural Review

4.4 Road Committee Report – Philip Hoag and JT Trisdale, Co-Chair
4.4.1. Old Business
ACTION ITEM – Status on repair of Capricorn Dr guardrail & washout *[JT]*
4.4.2. New Business

4.5 Complaint Committee Report – Charlotte Mizzi – Chair
4.5.1. Old Business
ACTION ITEM – Status of Parcel 32 (NG) Woodriff *[David]*
ACTION ITEM – Status of Exposing Culvert *[David]*
ACTION ITEM – Status of Cleanup on Hansard property *[James]*
ACTION ITEM – Response letter to Rakela's attorney *[Janet]*
4.5.2. New Business

(Over)

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4.6 Land Use Master Plan Committee Report - Daniel Kehoe, Jr., Co-chair

4.6.1. Old Business

ACTION ITEM – Status of Master Plan and changes to Covenants and Bylaws *[David]*

ACTION ITEM – Research on tax implication of Master Plan *[Orlando]*

ACTION ITEM – Letter to Landowners introducing Master Plan to Landowners *[Dan]*

4.6.2. New Business

4.7 Recreation Committee Report – Robert Wallace – Chair

4.7.1. Old Business

ACTION ITEM – Legal Formation of PVRC

List of Issues needing membership voting *[David]*

Review of conditions to become tax deductible foundation

Jon leFeber's letter *[Recreation Committee]*

Other ways *[Dan and Robert]*

ACTION ITEM: Filing Parcel 16A is now part of Glastonbury

4.7.2. New Business

4.8 Web Site Committee Report - Edward Anderson, Chair

4.8.1. Old Business

ACTION ITEM – Status of web site *[Edward]*

ACTION ITEM – Review Draft letter to Realtors introducing our Website

ACTION ITEM: - Sending Edward and Placement of documents on Website

Complaint form and instruction *[Denise]*

Maps *[Dan]*

PVRC Description *[Robert and Janet]*

Project Review Application forms and instruction *[Denise]*

Standards

Meeting Dates

List of snow plowers

ACTION ITEM – Request use of Glastonbury website name from Andrew Field *[Edward]*

4.8.2. New Business

4.9 Weed Committee Report - Philip Hoag and JT Trisdale, Co-Chair

ACTION ITEM – Research into doing our own weed spraying

4,10 C lean-up Committee Report - Philip Hoag & Charlotte Mizzi, Co-Chair

4,11 Ombudsman Report – Richard Allen (SG) & Richard Johnson (NG)

5. Other Business

5.1 Shelter Insurance *[Orlando]*

6. Next Meeting and Adjournment

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Glastonbury Landowners Association, Inc.
Balance Sheet
As of September 30, 2003

	Sep 30, '03
ASSETS	
Current Assets	
Checking/Savings	
1st National Bank Checking	5,749.55
1st National Bank Savings	23,766.87
Total Checking/Savings	29,516.42
Accounts Receivable	
Accounts Receivable	60,997.38
Total Accounts Receivable	60,997.38
Total Current Assets	90,513.80
Fixed Assets	
Paved Roads	1.00
Total Fixed Assets	1.00
TOTAL ASSETS	**90,514.80**
LIABILITIES & EQUITY	
Liabilities	
Long Term Liabilities	
Road Pavement Loan	244,312.31
Total Long Term Liabilities	244,312.31
Total Liabilities	244,312.31
Equity	
Beginning Balance	11,816.51
Opening Bal Equity	-244,401.30
Retained Earnings	67,675.22
Net Income	11,112.06
Total Equity	-153,797.51
TOTAL LIABILITIES & EQUITY	**90,514.80**

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10/06/03

Glastonbury Landowners Association, Inc.
Income & Expense Budget Overview
January through September 2003

	Jan - Sep '03	Budget	$ Over Budget
Income			
1. General Income			
Church, for Road Paving Loan	1,798.10	1,912.50	-114.40
Interest Income	0.00	374.94	-374.94
Misc. Income	0.00	74.97	-74.97
Sanitation Bond Account	750.00	74.97	675.03
1. General Income - Other	1,657.75		
Total 1. General Income	4,205.85	2,437.38	1,768.47
2. Assessments			
Assessments prior to 1998	254.76	74.97	179.79
Dwelling Assessment 1998	0.00	74.97	-74.97
Dwelling Assessment 1999	210.00	225.00	-15.00
Dwelling Assessment 2000	223.32	599.94	-376.62
Dwelling Assessment 2001	127.63	749.97	-622.34
Dwelling Assessment 2002	2,240.04	4,050.00	-1,809.96
Dwelling Assessment 2003	17,176.97	17,172.00	4.97
Golden Age Village Assessment	5,880.00	7,717.50	-1,837.50
Land Assessment 1998	120.00	74.97	45.03
Land Assessment 1999	330.00	374.94	-44.94
Land Assessment 2000	628.68	749.97	-121.29
Land Assessment 2001	1,480.52	1,125.00	355.52
Land Assessment 2002	3,684.17	4,717.44	-1,033.27
Land Assessment 2003	29,465.85	27,702.00	1,763.85
Total 2. Assessments	61,821.94	65,408.67	-3,586.73
3. Late Fees/Finance Charges			
Finance Charges	1,446.65	1,499.94	-53.29
Five Percent Penalty	232.50	500.00	-267.50
Total 3. Late Fees/Finance Charges	1,679.15	1,999.94	-320.79
Total Income	67,706.94	69,845.99	-2,139.05
Expense			
A. Business Expenses			
1. Banking Fees	36.00	22.50	13.50
2. Gifts & Donaitons	0.00	749.97	-749.97
3. Insurance	6,899.83	4,500.00	2,399.83
4. Licenses	15.00	22.50	-7.50
5. Lien Filing	1,088.15	450.00	638.15
6. Rentals	75.00	104.94	-29.94
7. Sanitation Bond Refunds	500.00	749.97	-249.97
8. Taxes	50.00	74.97	-24.97
Refund on Overpayment	180.00		
Total A. Business Expenses	8,843.98	6,674.85	2,169.13
B. Office Expense			
1. Copying	607.99	374.94	233.05
2. Postage	800.85	412.47	388.38
3. Office Supplies	331.24	374.94	-43.70
4. Misc. Expenses	15.00	299.97	-284.97
5. Refreshments	29.10	225.00	-195.90

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Glastonbury Landowners Association, Inc.
Income & Expense Budget Overview
January through September 2003

	Jan - Sep '03	Budget	$ Over Budget
6. Petty Cash Account	225.79	225.00	0.79
Total B. Office Expense	2,009.97	1,912.32	97.65
C. Professional Fees			
1. Accountant	95.00	74.97	20.03
2. Bookkeeper	2,628.00	2,099.97	528.03
3. Legal Council	1,708.20	1,499.94	208.26
4. Manager	1,844.68	1,649.97	194.71
5. Misc. Professional Fees	0.00	74.97	-74.97
6. Secretarial	5,174.00	4,500.00	674.00
7. Treasurer	0.00	225.00	-225.00
8. Web Site	281.00	225.00	56.00
Total C. Professional Fees	11,730.88	10,349.82	1,381.06
D. Road Repairs & Maintenance			
1. Loan Payment	22,668.96	22,500.00	168.96
2. Misc. Road Maint.	875.97	1,499.94	-623.97
3. Misc. Supplies	61.95	749.97	-688.02
4. Road Grading	5,042.50	9,000.00	-3,957.50
5. Sanding	2,027.77	1,125.00	902.77
6. Snow Plowing	4,840.00	1,874.97	2,965.03
7. Snow Fences	0.00	299.97	-299.97
Total D. Road Repairs & Maintenance	35,517.15	37,049.85	-1,532.70
E. General Expenses			
1. Clean-up Day	0.00	900.00	-900.00
2. Equipment Repair & Maint.	39.48	225.00	-185.52
3. Miscellaneous	898.70	374.94	523.76
4. Weed Control	4,080.00	1,125.00	2,955.00
Total E. General Expenses	5,018.18	2,624.94	2,393.24
F. Misc. Projects			
1. Snow Plow/Sander Truck	937.74	2,999.97	-2,062.23
2. Master Plan	0.00	749.97	-749.97
3. Guardrails	1,261.59	2,250.00	-988.41
4. Recreation Area	5,244.10	2,999.97	2,244.13
Total F. Misc. Projects	7,443.43	8,999.91	-1,556.48
G. Emergency Fund	0.00	83.97	-83.97
Total Expense	70,563.59	67,695.66	2,867.93
Net Income	**-2,856.65**	**2,150.33**	**-5,006.98**

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October 6, 2003

MOTION PASSED

Assessment Fee Waiver for Landowners Who Are Subdividing

MOTION: Cynthia motioned and Charlotte seconded to approve the following assessment fee waiver for Landowners who are subdividing:

Effective January 1, 2004, the Landowner who is subdividing may ask for a special assessment fee waiver as follows:

The GLA assessment fees for Landowners who subdivide their parcel or tracts would be charged on all the subdivided tracts or lots, but collection of these fees could be as follows: Assessments on minimum of one unsold tract or lot per subdivision would be due each year and assessments on the remaining tracts or lots would not become due until the individual lot or tract is sold. The normal late fees and normal interest rates would not apply. The interest charged for contractors would be 6% per year on the unpaid balance.

"This assessment fee waiver is optional and not automatic. Landowners who wish to apply for the waiver may contact the GLA Treasurer's Office. The waiver may *not* be applied for on a retroactive basis."

Motion carried.

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This was submitted by Charlotte Mizzi 9/22/03

Arguments before GLA Board
Application for a Galvanized Steel Building
Application made by M. Lombard

Restated Declaration of Covenants for the Community of Glastonbury

Effective as of September 26th 1997

2:06 of the Covenants states any portion of these covenants and any rule or regulation derived from these convenanrts may be incorporated into the Master Plan or **may continue to exist independently of the Master Plan and shall be given full force and effect.**

I will rely mostly on the covenants since it is in full force and effect at this time. I will also rely on the intent and the spirit in which the community of Glastonbury was founded and the growth of this neighborhood along Taurus Road. The area has developed into a beautiful neighborhood with a majority of stick built building defining the way of building design for the neighborhood.

DEEFINITIONS AND SHORT NAME REFERRALS - pg.5 & 6 of the Covenants

3:08. Cottage Industry. An industry whose labor force consists primarily of family or communal units working at home.

Commercial Activity.
It is the intent of these covenants that the Community of Glastonbury should be a predominantly rural/residential community that allow for the reasonable and productive exercise of free enterprise by its residents, and **which both encourages future orderly growth and protects valuable rural and residential land qualities.**

Such activity may not be a nuisance or an eyesore;

5.08. Cottage Industry and Light Manufacturing.

> *Nothing stated herein shall prevent a Landowner from carrying on cottage industries, home occupations, home businesses, professions, warehousing and activities of light manufacturing* ***located in a Landowner's dwelling or auxiliary buildings*** *which produce not substantial sound, odor or vibration such as to be a nuisance to others and which are not in violation of any other provision of these convenants.*

I emphasize that the structure must be located in a Landowner's dwelling or auxiliary building.

So far the applicant has met certain criteria. However the covenants do state the any commercial activity both encourages future orderly growth and protects valuable rural and

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residential land qualities. The application is for a proposed prefabricated galvanized steel structure on Parcel/Tract 2A. This galvanized steel structure is far from the quality of building the neighborhood has evolved in.

Residential Design Standard in the Master Plan calls for the following:-

> *Any outbuildings shall match or complement the color, siding and roofing material of the main structure. All detached buildings not in an agricultural area shall have the pitched roof design.(3.5 Residential Design Standards).*

The application before this Board does not comply with this standard. The building is of galvanized steel, it is prefabricated and does not match the main building. Even though the Master Plan has not been approved the covenants do refer to orderly growth and to the keeping of the rural and residential land qualities.

5.4 **Project Approval Process**

> *It is the responsibility of the landowner to obtain written approval from the GPRC prior to storing any building materials or structures on any Glastonbury property or beginning any construction of any type in the Glastonbury community. The first step in the project approval process is to request the application forms.*
> .....

The applicant had submitted the application on September 8th and the Board was going to move on it the same day without the Construction Committee's inspection or recommendation. The concrete slab was already in place and there were expectations for cutting in the driveway during the coming week following September 8, 2003.

*(***see regulation as to commercial structure without a toilet***)*

Purpose of the Covenants , Glastonbury Master Plan and Standards

The purpose of the Glastonbury Land Use Master Plan is to establish the standards for the development of the Communities of North and South. The objective of the Master Plan is to create a foundation for a thriving family-oriented community **built in beauty, order and harmony**. The Master Plan benefits the Community by establishing a unifying philosophy and shared vision which creates a magnet for enlightened development. By providing guidelines and standards which specify the type and character of development allowed in specific areas, the Master Plan enhances the quality of

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development in the Community. The Master Plan supports property values by encouraging attractive growth and appropriate commercial and institutional activity.

The Master Plan is, due to its limitations as a static document, simply one of several tools to build a community from the various neighborhoods that comprise Glastonbury. Ultimately, the residents of Glastonbury have found that it is the ability of residents to come together in a state of heart referred to spiritual movements East and West as "lovingkindness" and with a respect for one anther's values and visions. History has shown that community formations have not bee helped or hindered by the economic status of the neighborhood in which they are found. They have been formed everywhere, from ghettos to exclusive communities. What communities share in common is the ability to multiply the strengths of the residents, to dissolve the artificial divisions and to form an invincible spirit of oneness of heart and purpose. As a step toward forming a Community of Glastonbury, a Master Plan has been created.

The Master Plan has not been enacted on yet however the Restated Covenants do mirror the same objectives of establishing a characteristic on the type of building already in place and of various neighborhoods that for the nucleus for a shared vision. One very nucleus is the neighborhood that runs along Taurus Road with its' magnificent view and a majority of stick built houses. The neighborhood dictates the standards of the type of buildings allowed since it has established a characteristic on the type of building already in place. Having anything less than the quality of structures in the neighborhood would bring property values down.

[Definition of Neighborhood:
1: Neighborly relationship 2: the quality or state of being neighbors; PROXIMITY 3 **a**; a place or region near; VICINITY **b**: an approximate amount, extent, or degree
4 **a: the people living near one another b:** a section lived in by neighbors and usu. having distinguishing characteristics
5: the set of all points belonging to a given set whose distances from a given point are less than a given positive number;

Based on the foregoing the structure proposed in this application does not meet the requirements of the Restated Declaration of Covenants for the Community of Glastonbury which is law at this time and does not meet the standards for growth in this particular neighborhood and therefore should be denied.

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GLA 01457

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Glastonbury Landowners Association

Board of Directors Meeting Minutes

November 3 , 2003

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1. **Call to Order, Prayer**
The meeting was called to order by David Tonkin at 7:25 p.m., at Golden Ratio Woodworks. Orlando gave the opening prayer.
PRESENT: David Tonkin (President) Janet Naclerio (Secretary), Cynthia Dodge-Blocker (Treasurer), Edward Anderson, Charlotte Mizzi, James Kozlik, Orlando Johnson and Pamela May
ABSENT: Philip Hoag, Dan Kehoe, Jr., Robert Wallace (Vice-President) and James Trisdale (JT)
PROXIES:
ALSO ATTENDING: Denise Orr (GLA secretary), Clare Parker (Bookkeeper)

2. **Reading and Disposition of the Minutes General Business**
10/6/03 Minutes
MOTION: Orlando motioned and Charlotte seconded to approve the October 6, 2003 meeting minutes. Motion carried.

3. **Report of Officers and Committees**
3.1 Treasurer's Report – Cynthia Dodge-Blocker, Treasurer
Cynthia passed out "Balance Sheet as of November 14, 2003" and "Income & Expense Budget Overview January through May 2003." Clare passed out "Checkbook transactions for October 2003." The Board reviewed these materials.

3.1.1 Old Business
ACTION ITEM – Report on Accepting Credit Cards
Cynthia passed out Oct 7, 2003 letter from Cindy S. Kilwine, Branch Manager of Bank of Rockies, re: information on Master Charge and Visa payment acceptance. Board discussed the option of using an Omni Machine and accepting charge cards for assessment payments. Board agreed that the expense involved was not worthwhile and decided against this option.

Oct. 6, 2003 Motion Re: Assessment Fee Waiver for Landowners Who Are Subdividing.
Cynthia passed out the final wording of the above motion and Board agreed that the new waiver should be mailed to all landowners with subdivisions.

3.1.2New Business
Cynthia passed out "New Motion to Consider Regarding Liens Process & Procedures (To Supercede all previous motions and procedures) March 3, 2003." The Board reviewed the motion and discussed revisions to the 5% discount clause.
MOTION: Cynthia motioned and Charlotte seconded to approve the 3/3/03 motion regarding the Lien Process and Procedures with the following changes: The 5% discount will be deleted and revised to read: $2.50 discount for $120 assessments; $5.00 discount for $240 assessments; and $7.50 discount for $360 assessments. Motion carried with one vote in opposition.
Assessment Waivers for Teaching Centers
Board reviewed a request from the South Glastonbury Teaching Center to have its assessment fees waived. Board discussed having a consistent policy for offering waivers and giving waivers exclusively to non-profit organizations with a 501 (3) (C) status.

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MOTION: James Kozlik motioned and Cynthia seconded to waive assessment land fees for all 501 3-C non-profit organizations. Waiver is not automatic and all waiver applications must be submitted for approval by the GLA Board. The request from the SG Teaching Center for a land assessment waiver is approved. Motion carried.

3.1 Election Committee Report – Pamela May, Chair
Pamela reviewed the status of various election preparations and requested Board Members to arrive one hour before the Annual Meeting/Elections in order to assist with set up, etc. David reviewed annual meeting agenda. David, Pamela, Denise and Janet agreed to meet on November 9 to review and edit instructions for election sign-in and ballot tables, etc.

3.2 Architecture Subcommittee Report - Robert Wallace, Co-chair

3.2.1 Old Business

ACTION ITEM – Status of Caspari Way road
Draft Letter to Thuse. Letter has been drafted. Pamela & Denise will do further research to determine the exact amount owed by the Church to the GLA in 1997 or 1998.

ACTION ITEM – Date when Paul Rantalo is to remove his mobile home. **Tabled.**

ACTION ITEM – Letter to Alexander. Letter is ready to be mailed.

ACTION ITEM – Follman's Driveway. David reported he still needs to survey the road before contacting Follman.

ACTION ITEM – Ross Fitzgerald Construction Application. GLA received the up-to-date application requested from Ross. Per the Board's motion on October 6, 2003, Ross received "preliminary approval" for his construction project.

3.2.2 New Business

Lot 43-2, NG/Eric Newhouse: Proposed residence construction.
James Kozlik presented Eric's residence application given to him before the meeting.
MOTION: James Kozlik motioned and Pamela seconded to approve Eric Newhouse's Lot 43-2, NG, residence construction application with the following conditions: (1) the home is placed 15 feet from the road easement and 25 feet from the property line; and (2) The well must be 100 feet from the drain field and 50 feet from the septic tank. Motion carried.

Lot 10-D, NG/Cris Brag & Rick Sendra: Proposed construction of 2-door car garage.
MOTION: James Kozlik motioned and Orlando seconded to approve Cris Brag's and Rick Sendra's construction application of a 2-door car garage on Lot 10-D, NG. No Sanitation-Reclamation Bond will be required. Motion carried.

3.3 Road Committee Report – Philip Hoag and JT Trisdale, Co-Chair

3.4.1. Old Business

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ACTION ITEM – Status on repair of Capricorn Drive guardrail & washout. David reported that the washout has been repaired, but the guardrails still need repairing. They cannot be repaired at present due to frozen ground.

ACTION ITEM – Status of installation of guardrails
David distributed and reviewed "List of New Guardrails Needed, 11/3/03," (see attached) compiled by David and JT.
MOTION: Charlotte motioned and Orlando seconded to approve GLA to install guardrails on the roads shown on "List of New Guardrails Needed, 11/3/03," using I-Beams and 3-wire cable system. GLA will rent installation equipment and start installing guardrails listed in italic-bold weather permitting. Motion carried.

3.3.1 New Business
Snow Plowing Requirements: Board discussed snowfall guidelines that GLA snow plowers should use and various problems on Sirius and Aries intersections. Board agreed to the following guidelines: (1) Snow plowers will not plow the lower areas of Glastonbury until there is a 4-inch snow accumulation with the exception of intersections at the paved intersections and hills on the entrance roads which will be plowed and/or sanded when there is 1-inch of snow accumulation, and (2) Roads in higher elevations will not be plowed until there is more than 6 inches of snow.

3.4 Complaint Committee Report – Charlotte Mizzi – Chair
3.5.1 Old Business
ACTION ITEM – Status of Parcel 32 (NG) Woodriff/Ulrich. David reported that he, Janet, and Edward Anderson met with Kathleen at her home and reviewed her cleanup plans.

ACTION ITEM – Status of Exposing Culvert. Tabled.

ACTION ITEM – Status of Clean-up on Hansard property. James Kozlik reported that he had not been able to reach Hansard and will give Hansard's phone number to David.

ACTION ITEM – Status of Brettschnieder letter. David reported that the letter is done and will be mailed on Tuesday, Oct. 4, and cc'd to Hansard.

ACTION ITEM – Status of Sinopoli complaint. David will call Sinopoli and discuss the complaint.

3.5.2 New Business - None.

3.6 Land Use Master Plan Committee Report - Daniel Kehoe, Jr., Co-chair
3.6.1 Old Business
ACTION ITEM – Status of Master Plan. David reported that the editing of the Master Plan is complete, but updated maps need to incorporated. The Board agreed that: (1) the Master Plan

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will be mailed by Friday, November 7; (2) landowners will be required to return their vote for the Master Plan by a date to be selected in late January, 2004; and (3) if the GLA receives significant feedback concerning the Master Plan, the GLA may schedule additional meetings to get feedback from landowners.

3.6.2 New Business – None.

3.7 Recreation Committee Report – Robert Wallace – Chair

3.7.1 Old Business

ACTION ITEM – Legal Formation of PVRC.

MOTION: Janet motioned and Orlando seconded to begin the process of setting up the PVRC as a 501 (3) (C) non-profit organization according to the recommendations and guidelines included in Jon leFeber's letter. Motion carried.

ACTION ITEM: Filing Parcel 16A to be a part of Glastonbury. Janet reported that she concluded that the filing of Parcel 16A should be handled by our attorney.

3.7.2 New Business None

3.8 Web Site Committee Report - Edward Anderson, Chair

3.8.1 Old Business

ACTION ITEM – Status of Letter to Realtors. Janet reported that this letter is ready and that an enclosure with the letter will be completed in the coming week. James Kozlik and David will choose the realtors to whom we should send the letter. Denise will handle the mailing.

ACTION ITEM: Documents to be sent to Edward for placement on our website

Maps. In progress. Charlotte will research trying to find a better Glastonbury map.

Architectural Application. **Done**.

Standards. David reported that the Standards are not ready to put on our website.

List of snow plowers. **Done**

Properties for Sale: Clare is almost finished preparing this site.

ACTION ITEM – Request use of "Glastonbury" website name from Andrew Field. Edward reported that Andrew Field will sell the "Glastonbury" website to GLA for $75.

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3.8.2 New Business None

3.9 Weed Committee Report - Philip Hoag and JT Trisdale, Co-Chair

3.9.1 Old Business

ACTION ITEM – Research into doing our own weed spraying. Tabled.

3.9.2 New Business None

3.10 Clean-up Committee Report - Philip Hoag & Charlotte Mizzi, Co-Chair

3.10.1 Old Business
ACTION ITEM – Status of Scheduling Roll-offs. Charlotte reported that she can order roll offs for our use in November, December or February. Board agreed that Charlotte should order roll offs for Nov. 22 & 23 (NG) and Dec. 6 & 7 (SG). .

3.10.2 New Business None

3. 11 Ombudsman Report – Richard Allen (SG) & Richard Johnson (NG). No report.

4. Other Business
Shelter Insurance. Tabled.

5. Next Meeting and Adjournment
The meeting was adjourned at 10:20 p.m. with no further business. The next meeting will be held on December 2, 2003 at Golden Ratio Woodworks Cafeteria, 7 p.m.

NEW ACTION ITEMS:

110303TR.1 Cynthia to check on our insurance rebate not reflected on the Balance Sheet.

110303TR.2 Cynthia to mail waiver information to landowners w/subdivisions.

110303TR.4 Janet/Denise inform South Glastonbury TC and North Glastonbury TC (by letter) of waiver for land assessment fees.

110303EL.1 David, Pamela, Denise & Janet to meet 11/9 and review election materials. **Done**

110303AR.1 Pamela & Denise to research exact amount that the Church owes to GLA from 1997 or 1998.

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110303AR.2 Send letter to Alexander. **Done.**

110303AR.3 Send preliminary construction approval to Ross Fitzgerald.

110303AR.4 Send preliminary construction approval to Eric Newhouse.

110303AR.5 Send preliminary construction approval to Cris Brag & Rick Sendra.

110303RD.2 JT to inform snow plowers about new GLA guidelines. **Done**

110303CP.1 James Kozlik to transfer Hansard's phone number to David.

110303CP.2 Denise to mail letter to Brettschnieder and copy to Hansard. **Done**

110303MP.1 Complete Master Plan and mail to landowners. **Done**

110303RC.1 David to begin the process of filing to become 501 3-C non-profit organization.

110303RC.2 Janet to request our attorney (Glover) to handle filing Parcel 16A to be a part of Glastonbury.

110303WB.1 David & James to determine realtors to receive realtor letter mailing.
Denise to handle realtor letter mailing.

110303WB.2 Charlotte to research finding a better Glastonbury map.

110303WB.4 Edward to buy "Glastonbury" website from Andrew Field. **Done**

110303CU.1 Charlotte to schedule roll offs for November & December. **Done**

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Glastonbury Landowners Association, Inc.
Board of Directors Meeting Agenda
November 3, 2003

1 Call to Order, Opening Prayer

2 Reading and Disposition of Minutes
October 6, 2003

3 Report of Officers and Committees

3.1 Treasurer's Report – Cynthia Dodge-Blocker, Treasurer

3.1.2 Old Business

ACTION ITEM – Report on Accepting Credit Cards

3.1.3 New Business

Assessment Waivers for Teaching Centers

3.2 Election Committee Report – Pamela May, Chair

- Agenda
- All need to attend. Be there by 9:30 am. Pamela can you make sure those on the ballot this time will attend
- Those giving a report should bring an extra copy of what you are saying to give to the Secretary.
- Proxies
- Is the help lined up?
- Forms. Do them by this Saturday. Janet, Denise, Pamela = let's meet to discuss details. When?
- Is everyone one the board and those running for office paid up on their assessments?
- Board vote to be used for any proxies given to the board.
- Dogs

3.3 Architecture Subcommittee Report - Robert Wallace, Co-chair

3.3.2 Old Business

ACTION ITEM – Status of Caspari Way road
Draft Letter to Thuse *[Janet]*

ACTION ITEM – Date when Paul Rantalo is to remove his mobile home *[Robert]*

ACTION ITEM – Letter to Alexander *[David]*

ACTION ITEM – Follman's Driveway *[David]*

ACTION ITEM – Ross Fitzgerald Application *[David]*

3.3.3 **New Business**

3.4 Road Committee Report – Philip Hoag and JT Trisdale, Co-Chair

3.4.2 Old Business

ACTION ITEM – Status on repair of Capricorn Dr guardrail & washout *[JT]*

ACTION ITEM – Status of Installation of guardrails *[JT]*

3.4.3 New Business

3.5 Complaint Committee Report – Charlotte Mizzi – Chair

3.5.2 Old Business

ACTION ITEM – Status of Parcel 32 (NG) Woodriff *[David]*

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ACTION ITEM – Status of Exposing Culvert *[Robert]*
ACTION ITEM – Status of Cleanup on Hansard property *[James]*
ACTION ITEM – Status of Brettschnieder letter *[Denise]*
ACTION ITEM – Status of Sinopoli compliant *[David]*
3.5.3 New Business

3.6 Land Use Master Plan Committee Report - Daniel Kehoe, Jr., Co-chair
3.6.2 Old Business
ACTION ITEM – Status of Master Plan *[David]*
3.6.3 New Business

3.7 Recreation Committee Report – Robert Wallace – Chair
3.7.2 Old Business
ACTION ITEM – Legal Formation of PVRC
List of Issues needing membership voting *[David]*
Review of conditions to become tax deductible foundation
Jon leFeber's letter *[Recreation Committee]*
Other ways *[Dan and Robert]*
ACTION ITEM: Filing Parcel 16A is now part of Glastonbury
3.7.3 New Business

3.8 Web Site Committee Report - Edward Anderson, Chair
3.8.2 Old Business
ACTION ITEM – Status of letter to Realtors
ACTION ITEM: - Sending Edward and Placement of documents on Website
Maps *[Edward]*
Architectrual Application *[Denise & Edward]*
Standards *[David]*
List of snow plowers *[David]*
Properties for Sale
ACTION ITEM – Request use of Glastonbury website name from Adrew Field *[Edward]*
3.8.3 New Business

3.9 Weed Committee Report - Philip Hoag and JT Trisdale, Co-Chair
ACTION ITEM – Research into doing our own weed spraying

3.10 Clean-up Committee Report - Philip Hoag & Charlotte Mizzi, Co-Chair
3.10.2 **Old Business**
ACTION ITEM – Status of Scheduling Roll-offs

3.11 Ombudsman Report – Richard Allen (SG) & Richard Johnson (NG)

4 Other Business
4.1 Shelter Insurance *[Orlando]*

5 Next Meeting and Adjournment

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Glastonbury Landowners Association, Inc.
Balance Sheet
As of October 31, 2003

	Oct 31, '03
ASSETS	
Current Assets	
Checking/Savings	
1st National Bank Checking	1,931.23
1st National Bank Savings	23,766.87
Total Checking/Savings	25,698.10
Accounts Receivable	
Accounts Receivable	62,227.84
Total Accounts Receivable	62,227.84
Other Current Assets	
Undeposited Funds	-573.50
Total Other Current Assets	-573.50
Total Current Assets	87,352.44
Fixed Assets	
Paved Roads	1.00
Total Fixed Assets	1.00
TOTAL ASSETS	**87,353.44**
LIABILITIES & EQUITY	
Liabilities	
Long Term Liabilities	
Road Pavement Loan	244,312.31
Total Long Term Liabilities	244,312.31
Total Liabilities	244,312.31
Equity	
Beginning Balance	11,816.51
Opening Bal Equity	-244,401.30
Retained Earnings	67,675.22
Net Income	7,950.70
Total Equity	-156,958.87
TOTAL LIABILITIES & EQUITY	**87,353.44**

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11/03/03

Glastonbury Landowners Association, Inc.
Income & Expense Budget Overview
January through October 2003

	Jan - Oct '03	Budget	$ Over Budget
Income			
1. General Income			
Church, for Road Paving Loan	1,798.10	2,125.00	-326.90
Interest Income	0.00	416.60	-416.60
Misc. Income	0.00	83.30	-83.30
Sanitation Bond Account	750.00	83.30	666.70
1. General Income - Other	1,657.75		
Total 1. General Income	4,205.85	2,708.20	1,497.65
2. Assessments			
Assessments prior to 1998	254.76	83.30	171.46
Dwelling Assessment 1998	0.00	83.30	-83.30
Dwelling Assessment 1999	210.00	250.00	-40.00
Dwelling Assessment 2000	223.32	666.60	-443.28
Dwelling Assessment 2001	127.63	833.30	-705.67
Dwelling Assessment 2002	2,240.04	4,500.00	-2,259.96
Dwelling Assessment 2003	17,326.97	19,080.00	-1,753.03
Golden Age Village Assessment	5,880.00	8,575.00	-2,695.00
Land Assessment 1998	120.00	83.30	36.70
Land Assessment 1999	330.00	416.60	-86.60
Land Assessment 2000	628.68	833.30	-204.62
Land Assessment 2001	1,480.52	1,250.00	230.52
Land Assessment 2002	3,814.29	5,241.60	-1,427.31
Land Assessment 2003	29,621.03	30,780.00	-1,158.97
Total 2. Assessments	62,257.24	72,676.30	-10,419.06
3. Late Fees/Finance Charges			
Finance Charges	1,457.67	1,666.60	-208.93
Five Percent Penalty	236.18	500.00	-263.82
Total 3. Late Fees/Finance Charges	1,693.85	2,166.60	-472.75
Total Income	68,156.94	77,551.10	-9,394.16
Expense			
A. Business Expenses			
1. Banking Fees	36.00	25.00	11.00
2. Gifts & Donaitons	0.00	833.30	-833.30
3. Insurance	6,899.83	5,000.00	1,899.83
4. Licenses	15.00	25.00	-10.00
5. Lien Filing	1,088.15	500.00	588.15
6. Rentals	75.00	116.60	-41.60
7. Sanitation Bond Refunds	500.00	833.30	-333.30
8. Taxes	50.00	83.30	-33.30
Refund on Overpayment	180.00		
Total A. Business Expenses	8,843.98	7,416.50	1,427.48
B. Office Expense			
1. Copying	689.54	416.60	272.94
2. Postage	1,068.98	458.30	610.68
3. Office Supplies	513.17	416.60	96.57
4. Misc. Expenses	39.96	333.30	-293.34
5. Refreshments	29.10	250.00	-220.90

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Glastonbury Landowners Association, Inc.
Income & Expense Budget Overview
January through October 2003

	Jan - Oct '03	Budget	$ Over Budget
6. Petty Cash Account	575.79	250.00	325.79
Total B. Office Expense	2,916.54	2,124.80	791.74
C. Professional Fees			
1. Accountant	95.00	83.30	11.70
2. Bookkeeper	3,023.50	2,333.30	690.20
3. Legal Council	2,302.20	1,666.60	635.60
4. Manager	2,024.68	1,833.30	191.38
5. Misc. Professional Fees	0.00	83.30	-83.30
6. Secretarial	5,978.00	5,000.00	978.00
7. Treasurer	72.00	250.00	-178.00
8. Web Site	281.00	250.00	31.00
Total C. Professional Fees	13,776.38	11,499.80	2,276.58
D. Road Repairs & Maintenance			
1. Loan Payment	22,668.96	25,000.00	-2,331.04
2. Misc. Road Maint.	1,023.97	1,666.60	-642.63
3. Misc. Supplies	61.95	833.30	-771.35
4. Road Grading	5,042.50	10,000.00	-4,957.50
5. Sanding	2,027.77	1,250.00	777.77
6. Snow Plowing	4,840.00	2,083.30	2,756.70
7. Snow Fences	0.00	333.30	-333.30
Total D. Road Repairs & Maintenance	35,665.15	41,166.50	-5,501.35
E. General Expenses			
1. Clean-up Day	0.00	1,000.00	-1,000.00
2. Equipment Repair & Maint.	39.48	250.00	-210.52
3. Miscellaneous	898.70	416.60	482.10
4. Weed Control	4,080.00	1,250.00	2,830.00
Total E. General Expenses	5,018.18	2,916.60	2,101.58
F. Misc. Projects			
1. Snow Plow/Sander Truck	937.74	3,333.30	-2,395.56
2. Master Plan	0.00	833.30	-833.30
3. Guardrails	1,261.59	2,500.00	-1,238.41
4. Recreation Area	6,985.85	3,333.30	3,652.55
Total F. Misc. Projects	9,185.18	9,999.90	-814.72
G. Emergency Fund	0.00	93.30	-93.30
Total Expense	75,405.41	75,217.40	188.01
Net Income	**-7,248.47**	**2,333.70**	**-9,582.17**

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Glastonbury Landowners Association

List of New Guardrails Needed

Date: 11/3/2003

Road	Mile Post	Side of Road	Length	Description
Hercules Rd				
	0.00	Lf		Locate end of culvert and unblock. Add some "<" signs to fence across Dry Creek at the fence line to warn drivers.
	0.00	***Rt***	***570'***	***Start approximately 50' from start of Hercules Rd and tie into the existing guardrail at the curve.***
	0.45	***Rt***	***900'***	***Start at the curve and continue up 900' to existing guardrail***
	0.45	Lf	60'	Start on opposite of the road and block off the cross country road. Can be a single strand
	0.70	Lf	285'	Start on the left side just after the curve
	1.00	Rt	140'	Start just after the road cut and continue down to where there is no drop off.
	1.10	**Lf**	**600'**	**Start just after the curve and continue 600' up to existing guardrail**
	1.25	Lf	250'	Start at the end of the existing guardrail and continue up 250'. Add boulder's beyond new guardrail to stop individuals from driving cross cc
	1.70	Lf	100'	Start just before steep ravine and continue past it.
Leo Drive				
	0.08	Rt	330'	Start where steep drop off starts and end before curve.
	0.18	Rt	270'	Start at end of curve and start of drop off
Dry Creek Rd				
	?	Lf	195'	At "Dangerous Curve"
Gemini Rd				
		Lf	1,600'	Start at the base of the hill to Caspari Way
Capicorn Dr.				
	0.00	Lf & Rt		Repair drainage ditch on right side and add culvert to prevent runoff from crossing road and washing out pavement on left side.
	0.15	Lf		Repair washout and reset two guard rail posts
	0.16	Lf	50'	Repair damaged guardrail

Recommend we install the guardrails listed italic-bold. Depending on the cost of the installed guardrails we would either shorten the length installed or include the guardrail list in just bold print. This would be in addition to installing guardrails on Caspari Way.

GLA 01470

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GLA 01471

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Glastonbury Landowners Association

Board of Directors Meeting Minutes

December 2, 2003

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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. gave the opening prayer.

PRESENT: David Tonkin (President), Janet Naclerio (Secretary), Cynthia Dodge-Blocker (Treasurer), Edward Anderson, Kristen Hardesty, Philip Hoag , Edwin Johnson, Charlotte Mizzi, Orlando Johnson, Pamela May and James Trisdale (JT)
ABSENT: Jim Kozlik (Vice-President)
PROXIES: Jim Kozlik to Janet Naclerio; Edwin Johnson (left early) to Charlotte Mizzi
ALSO ATTENDING: Denise Orr Kirk (Administrative Secretary), Clare Parker (Bookkeeper), Landowners: Christopher MacDonald, Philip Covington, Eleanor Schieffelin, Marjorie Lombard and Laura Boise.

2. **Reading and Disposition of the Minutes General Business**
November 3, 2003 Meeting Minutes.

MOTION: Charlotte motioned and JT seconded to approve the November 3, 2003 meeting minutes as amended. Motion carried.

3. **General Business**
For the benefit of the new board members, David reviewed the procedures followed in GLA Board meetings including the use of an agenda, review of the minutes, proxies, etc.

3.1 Election of new officers
MOTIONS: Charlotte motioned and Orlando seconded to approve David Tonkin as President; Janet motioned and Philip seconded to approve James Kozlik as Vice-President; Pamela motioned and JT seconded to approve Cynthia Blocker as Treasurer; Cynthia motioned and Charlotte seconded to approve Janet Naclerio as Secretary. Motions carried.

3.2 Selection of New Committee Chairs/Co-Chairs
The Board nominated and approved the Committee Chairs listed below. David requested that former committee chairs who haven't yet written descriptions of their roles and responsibilities for those who will be taking their places.

Architectural Committee: Jim Kozlik (NG) and Pamela May (SG), Co-chair. Christopher MacDonald volunteered to assist Pamela.

Road and Weed Committee: James Trisdale and Philip Hoag, Co-Chair.

Complaint Committee: Charlotte Mizzi, Chair.

Master Plan Committee: Charlotte Mizzi, Chair; Orlando Johnson and (Dan Kehoe?)

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Recreation Committee: Janet Naclerio, Chair; Kristen Hardesty, Edward Anderson.

Weed Committee: See Road Committee
MOTION: Philip motioned and Edwin seconded to merge the weed and road committee. Motion carried.

Web Site Committee: Edward Anderson, Chair.

Clean-up Committee: Kristen Hardesty, Chair.

3.3 Introduction of Landowners Attending the Meeting
Chris MacDonald stated he was in the process of buying land in South Glastonbury. Eleanor Schieffelin stated she had come to observe. Other landowners stated they had come to discuss the Master Plan. See 4.5.3 below.

3.4 November 15, 2003 Annual Meeting Debrief
The Board agreed that the 2003 meeting was an improvement from last year. Board discussed the positive points of the meeting included the seating set-up of the officers at tables in the front, holding the questions until the end of the Board reports, food, etc. The Board suggested improvements to the meeting would include using name tags for at least the candidates, a flag for the Pledge of Allegiance and trying not to cover a big issue (such as the Master Plan) which can make the meeting too long.

4. Report of Officers and Committees
4.1 Treasurer's Report: Cynthia Dodge-Blocker, Treasurer

4.1.1 Old Business
ACTION ITEM – Status of Insurance Rebate. Cynthia reported that and insurance refund of $821.22 was received.

ACTION ITEM – Mailing of Contractor Waiver information. Cynthia drafted a letter that has been edited by Janet. David will give Cynthia a list of contractors to whom we should send the letter. Denise will add contractor/waiver section to waiver form. .

4.1.1. New Business
Cynthia distributed a sample of the pink ½ sheet notice reminder for landowners who still owe assessments for 2003; she recently sent this notice to approximately 100 landowners

Cynthia distributed "Checkbook Transactions for November 2003," "Balance Sheet As of November 30, 2003" and "Income and Expense Budget Overview January through November 2003."

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Final Subdivision Approval Reminder Letter Mailing
David reported that we are in the process of getting a letter out to landowners who have subdivided and have not sent final subdivision papers to GLA.

Changing GLA's Fiscal Accounting Year
David asked the Board to consider changing the GLA's fiscal accounting year from January through December *to* November 1 through October 31. This would allow GLA to announce at our annual meeting in mid-November the income balance sheet for the whole year. Board will discuss this further at the January board meeting.

4.2 Architecture Subcommittee

4.2.1 Old Business

ACTION ITEM – Status of determination of the amount the Church owes GLA for Master Plan. Charlotte will do further research. David reported that he asked Patrick Wolberd who doesn't remember the amount. David will call Alan Hearn and Joan Murphy.

ACTION ITEM – Status of letter to Thuse. Janet has drafted a letter and will complete letter when the amount due by Church is determined..

ACTION ITEM – Date when Paul Rantalo is to remove his mobile home. David reported that Robert Wallace told him that Paul said he would remove his mobile home by the end of 2003. A letter to Paul will be written to confirm date of removal.

ACTION ITEM – Henry Follman's Driveway. David reported that Follman made improvements to his driveway and David will need to measure them. He will write to Follman to set up an appointment..

ACTION ITEM – Send Architectural approval to Ross Fitzgerald. **Done.**

ACTION ITEM – Send Architectural approval to Eric Newhouse. Not done.
Pamela reported that Eric Newhouse has requested that his sanitation bond be waived. James Kozlik wrote that he thought we should give Eric the waiver because his trailer is near the site and will presumably keep it neat. Pamela's concern is that Eric did not state a reason for requesting the waiver and that if the Board approves it, it may be setting a precedent to grant waivers based on no apparent reason. She proposed that Eric should state a reason for request before the Board grants a waiver. Board's discussion included Philip reviewing that the sanitation bond was originally created because one Glastonbury contractor created some major messes.
MOTION: Philip motioned to eliminate the GLA $250.00 sanitation bond and to incorporate a clause into the GLA Project Review Form that explains approval of a construction project is contingent on the applicant's agreement that GLA can charge the landowner up to a $1,000 for

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clean-up fees if a mess is left on a construction site or blows on to another property. A second motion was not given.
MOTION: Cynthia motioned and Edward seconded that Eric Newhouse should not be an exception to the rule of submitting the $250 sanitation bond and that his request for a waiver be denied because he did not give a reason for requesting it. He may reapply for the waiver, but must include his reason(s) for requesting it. Motion carried. (7 votes -in favor; 3 votes - opposed; 1 – abstention.)

The Board discussed how to handle contacting landowners who have construction debris on their property.
Clean-up of Pedro Pinardo's site in South Glastonbury
Denise/Pamela to draft letter to Pedro Pinardo to include: (1) David talked to Pedro on Nov. 18 and asked him to clean up debris or GLA would forfeit his $250 sanitation bond and (2) Since there appears to be no clean-up, GLA will hire a contractor who will be paid from Pedro's sanitation bond if the bond has been paid.

ACTION ITEM – Send Architectural approval to Chris Brag/Rick Sendra. **Done.**

4.2.2 New Business. None.

4.3 Road Committee
4.3.1 Old Business
ACTION ITEM – Status on repair of Capricorn Drive guardrail. We are waiting to incorporate this job with the Caspari Road work. Board discussed using fiberglass reflector posts or reflectors on guardrails.

4.3.2 New Business
David reported that the GLA bought several "Road Closed" signs in the event we need to close the entrance to North Glastonbury.

4.4 Complaint Committee: Charlotte Mizzi, Chair
4.4.1 Old Business
ACTION ITEM –Status on Parcel 32 (NG) K. Woodriff. David reported that we are ready to submit a letter to our attorney stating that we inspected K. Woodriff's property (including a portion of her debris on Edward Anderson's property) and that Woodriff has yet to submit a written clean-up plan and building application to the GLA.

ACTION ITEM – Status of Exposing Culvert. David will talk to Robert Wallace. He reported that a few feet above the culvert is a pile of rocks that needs to be cleaned up.

ACTION ITEM – Status of Cleanup on Hansard property. David needs Hansard's phone number from James Kozlik.

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ACTION ITEM – Status of Sinopoli complaint. David reported he needs to follow-up on this issue. He reviewed that a contractor moved a 6 ft. culvert (and will later move a 24 ft. culvert) so that it is barely visible from the road. The fuel tank has a "For Sale" sign posted on it.

4.4.1 New Business. None.

4.5 Land Use Master Plan Committee

4.5.1 Old Business

ACTION ITEM – Status of Master Plan

4.5.2 New Business

- What comments (other than what was voiced at the meeting) has the board heard that might need changing. Not discussed.
- Do we want to send out a new ballot that will allow people to respond by writing down the sections they have problems with. See 4.5.3 below.

4.5.3 11/03/03 Draft Master Plan

Landowners Philip Covington, Marjorie Lombard and Laura Boise came to discuss the Master Plan. Marjorie and Laura presented a petition, signed by 100 landowners. (See attached) The petition stated a number of concerns about the Master Plan and included a request to the GLA Board to schedule additional meetings with landowners before the January 17th final vote meeting. Laura and Marjorie emphasized the importance of allowing the landowners to get involved, define the issues of concern and help in the final formation of the Master Plan before the Jan. 17th meeting.

The discussion between the above landowners and the Board included:

1) Landowners expressed that there were inaccuracies in the revised Master Plan and substantial differences from its original form. One major concern involved the zoning of high density development of apartment buildings/condominiums in residential areas. David reviewed that he had previously explained that the section referred to was mistakenly placed and would be removed.
2) Philip briefly reviewed the history of writing the Master Plan. He explained that the GLA ran into a complication several years ago regarding subdivision and density issues on 20-acre parcels and realized that a Master Plan was needed to address these issues. Originally neighborhood meetings took place to determine a consensus of what landowners wanted to see happen in terms of subdivision densities in their neighborhoods and that was how most of the density standards were developed.
3) The Board asked the attending landowners to submit a list that specifically named their questions or concerns..
4) Board members confirmed that it has always been the intention to revise the Master Plan according to the consensus of the landowners. They discussed various options concerning how the vote on the Master plan could be deferred or cancelled, and that they would pursue

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legal advice on how they should proceed.

MOTION: Orlando motioned and Janet seconded for the GLA Board make a good faith effort to legally defer the vote on the 11/3/03 Land Use Master Plan to allow modification of that document. Motion did not carry.
AMENDMENT TO MOTION: Orlando motioned and Janet seconded that the GLA Board make a good faith effort to legally defer/postpone or cancel the date of the vote on the 11 03 03 Land Use Master Plan to allow modification of that document. Motion carried.

5) David confirmed that there are inaccurate figures on the maps in the Master Plan and it has been difficult to get them corrected [due to software problems].. Eg: South Glastonbury doesn't include 23-A and NG doesn't include 16 and it includes some parcels that aren't a part of the Master Plan.

4.6 Recreation Committee Report

4.6.1 Old Business

ACTION ITEM – Legal Formation of PVRC. David will work on it soon.

ACTION ITEM – Filing of Parcel 16-A as a part of Glastonbury. Janet to call Joe Swindlehurst., real estate attorney.

4.6.2 New Business. None.

4.7 Web Site Committee

4.7.1 Old Business

ACTION ITEM – Status of list of realtors. In process.

ACTION ITEM – Status of mailing letter to realtors. Janet reported she worked with Denise to clarify the form that will be attached to the letter
ACTION ITEM –Send documents to Edward for placement on GLA website.
Location Map for Glastonbury – David to determine where maps are located, etc.
Standards – David to complete
Properties for Sale – Done

4.7.2. New Business. None.

4.8 Weed Committee Report

ACTION ITEM – Research into doing our own weed spraying. The Board discussed using our pick-up truck, buying spraying equipment and a determining a location for storage. Cynthia will contact Matt Scoplite, who lives in South Glastonbury and has a license to spray, if he would be interested in working as an independent contractor for the GLA.

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4.9 Clean-Up Committee.

4.9.1 Old Business

ACTION ITEM – Status of sending out telephone tree about Clean-up Days. Done.

New Business.

Charlotte reported that there is currently one roll off by the red barn in GAV and one at the entrance to South Glastonbury.

4.10 Ombudsman Report - Jeanie Campbell (SG) and Richard Johnson (NG). No reports.

5. Other Business

5.1 Shelter Insurance.

Board discussed whether the GLA needs to consider having insurance and if it might be liable for accidents occur near private shelters in Glastonbury. Philip and Orlando will check with insurance agent and also compile a written list of points for the Board to consider regarding this issue and present it at the next meeting.

5.2 Shelter Clean-Up

David reviewed that a statement in the current Master Plan requires that landowners must submit a clean-up plan of shelter sites within one year of the approval of the Master Plan. He asked the Board to start thinking about how GLA should implement this action.

5.3 GLA Tithe

Several Board members discussed various reasons why GLA should and should not give an annual tithe from the landowner's money. David will send Board members an e-mail from a landowner who objected to GLA having tithed in 2003.

6. Next Meeting and Adjournment

The meeting was adjourned at 10:05 p.m. with no further business. The next meeting will be held January 12, 2003 at Golden Ratio Woodworks Cafeteria, 7 p.m.

NEW ACTION ITEMS:

GB120303 Former Committee Chairs to write up descriptions of their roles/responsibilities

TR120203.1 David to send draft letter and list of contractors for contractor waiver mailing to Cynthia

TR120203.2 Denise to add contractor/waiver box to waiver form.

TR120203.3 Denise/Cynthia to complete mailing.

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TR120203.4 David, Janet & Denise to handle a mailing to landowners who need to submit final subdivision applications to GLA.

TR120203.5 Board to consider changing the GLA's fiscal accounting year from January – December *to* November 1 – October 31.

AR120203.1 Charlotte to research amount Church owes GLA for Master Plan.
David to call Alan Hearn and Joan Murphy.

AR120203.2 Denise to write letter to Paul Rantallo to confirm mobile home trailer removal date.

AR120203.3 David to draft letter to Henry Follman to set up appointment for measuring his grade.

AR120203.4 Denise to send architectural approval to Eric Newhouse with information regarding denial of waiver request, etc.

AR120203.5 Denise to write letter to Pedro Pinardo regarding clean-up.

CP120203.1 David to draft letter to our attorney regarding current status of Parcel 32 (NG) Woodriff.

CP120203.2 David to talk to Robert about rock pile above culvert..

CP120203.3 James Kozlik to give Hansard phone number to David.

CP120203.4 David to follow-up on Sinopoli complaint.

MP120203.1 David to contact attorney regarding postponing/deferring vote on Master Plan.

MP120203.2 Laura Boise & Marjorie Lombard to submit a list with the specifics of their concerns about Master Plan to David.

RC120203.1 David to contact attorney concerning legal formation of PVRC.

RC120203.2 Janet to call Joe Swindlehurst regarding filing of Parcel 16-A.

WB120203.1 Denise to review list of realtors w/David and complete realtor/website mailing .

WB120203.2 David to determine location of maps for Edward to place on GLA website.
David to send Standards to Edward.

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WD120203.1 Cynthia to call Matt Scoplite.

OB120203.1 Philip and Orlando to compile a written list of points that the Board needs to consider regarding shelter insurance and present it at January meeting.

OB120203.2 David to send copies of e-mail regarding GLA tithe to Board.

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Glastonbury Landowners Association, Inc.
Board of Directors Meeting Agenda
December 2, 2003

1 Call to Order, Opening Prayer

2 Reading and Disposition of Minutes
November 3, 2003

3 General Business
3.1. Elect new officers
President, VP, Treasurer, and Secretary
3.2. Select new Committee Chairs/Co-chairs
(Committees are listed under "4" below)
3.3. Annual meeting debrief

4 Report of Officers and Committees
4.1. **Treasurer's Report** – Cynthia Dodge-Blocker, Treasurer
4.1.1. Old Business
ACTION ITEM – Status of Insurance Rebate *[Cynthia]*
ACTION ITEM – Mailed Contractor Waiver info out *[Cynthia]*
4.1.2. New Business

4.2. **Architecture Subcommittee Report** - Robert Wallace, Co-chair
4.2.1. Old Business
ACTION ITEM – Status of determination of amount Church owes GLA *[Denise, Pamela, Charlotte, David]*
ACTION ITEM – Status of Letter to Thuse *[Janet]*
ACTION ITEM – Date when Paul Rantalo is to remove his mobile home *[Robert]*
ACTION ITEM – Follman's Driveway *[David]*
ACTION ITEM – Send Architectural approval to Ross Fitzgerald *[Denise]*
ACTION ITEM – Send Architectural approval to Eric Newhouse *[Denise]*
ACTION ITEM – Send Architectural approval to Cris Brag/Rick Sendra *[Denise]*

4.2.2. **New Business**

4.3. **Road Committee Report** – Philip Hoag and JT Trisdale, Co-Chair
4.3.1. Old Business
ACTION ITEM – Status on repair of Capricorn Drive guardrail *[JT]*

4.3.2. New Business

4.4. **Complaint Committee Report** – Charlotte Mizzi – Chair
4.4.1. Old Business
ACTION ITEM – Status of Parcel 32 (NG)/Woodriff *[David]*
ACTION ITEM – Status of Exposing Culvert *[Robert]*
ACTION ITEM – Status of Cleanup on Hansard property *[David]*
ACTION ITEM – Status of Sinopoli complaint *[David]*

4.4.2. New Business

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4.5. **Land Use Master Plan Committee Report** - Daniel Kehoe, Jr., Co-chair
4.5.1. Old Business
ACTION ITEM – Status of Master Plan *[David]*
4.5.2. New Business

4.6. **Recreation Committee Report** – Robert Wallace – Chair
4.6.1. Old Business
ACTION ITEM – Legal Formation of PVRC *[David]*
ACTION ITEM - Filing Parcel 16A which is now part of Glastonbury *[Janet]*
4.6.2. New Business

4.7. **Web Site Committee Report** - Edward Anderson, Chair
4.7.1. Old Business
ACTION ITEM – Status of list of Realtors *[David]*
ACTION ITEM – Status of mailing letter to Realtors *[Denise]*
ACTION ITEM: - Sending Edward and Placement of documents on Website
Location Map for Glastonbury *[Charlotte]*
Standards *[David]*
Properties for Sale
4.7.2. New Business

4.8. **Weed Committee Report** - Philip Hoag and JT Trisdale, Co-Chair
ACTION ITEM – Research doing our own weed spraying

4.9. **Clean-up Committee Report** - Philip Hoag & Charlotte Mizzi, Co-Chair
4.9.1. **Old Business**
ACTION ITEM – Status of sending out telephone tree concerning Cleanup Days *[Charlotte]*
4.9.2. **New Business**

4.10. **Ombudsman Report** – Jennie Campbell (SG) & Richard Johnson (NG)

5 Other Business
5.1. Shelter Insurance *[Orlando]*

6 Next Meeting and Adjournment

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12/02/03

Glastonbury Landowners Association, Inc.
Balance Sheet
As of November 30, 2003

	Nov 30, '03
ASSETS	
Current Assets	
Checking/Savings	
1st National Bank Checking	248.12
1st National Bank Savings	15,179.29
Total Checking/Savings	15,427.41
Accounts Receivable	
Accounts Receivable	59,285.68
Total Accounts Receivable	59,285.68
Other Current Assets	
Undeposited Funds	-573.50
Total Other Current Assets	-573.50
Total Current Assets	74,139.59
Fixed Assets	
Paved Roads	1.00
Total Fixed Assets	1.00
TOTAL ASSETS	**74,140.59**
LIABILITIES & EQUITY	
Liabilities	
Long Term Liabilities	
Road Pavement Loan	244,312.31
Total Long Term Liabilities	244,312.31
Total Liabilities	244,312.31
Equity	
Beginning Balance	11,816.51
Opening Bal Equity	-244,401.10
Retained Earnings	67,300.46
Net Income	-4,887.59
Total Equity	-170,171.72
TOTAL LIABILITIES & EQUITY	**74,140.59**

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12/02/03

Glastonbury Landowners Association, Inc.
Income & Expense Budget Overview
January through November 2003

	Jan - Nov '03	Budget	$ Over Budget
Income			
1. General Income			
Church, for Road Paving Loan	1,798.10	2,337.50	-539.40
Interest Income	315.90	458.26	-142.36
Misc. Income	0.00	91.63	-91.63
Sanitation Bond Account	1,250.00	91.63	1,158.37
1. General Income - Other	2,684.97		
Total 1. General Income	6,048.97	2,979.02	3,069.95
2. Assessments			
Assessments prior to 1998	254.76	91.63	163.13
Dwelling Assessment 1998	0.00	91.63	-91.63
Dwelling Assessment 1999	210.00	275.00	-65.00
Dwelling Assessment 2000	226.30	733.26	-506.96
Dwelling Assessment 2001	152.63	916.63	-764.00
Dwelling Assessment 2002	2,262.54	4,950.00	-2,687.46
Dwelling Assessment 2003	18,624.43	20,988.00	-2,363.57
Golden Age Village Assessment	5,880.00	9,432.50	-3,552.50
Land Assessment 1998	120.00	91.63	28.37
Land Assessment 1999	330.00	458.26	-128.26
Land Assessment 2000	631.65	916.63	-284.98
Land Assessment 2001	1,505.52	1,375.00	130.52
Land Assessment 2002	3,915.12	5,765.76	-1,850.64
Land Assessment 2003	31,334.82	33,858.00	-2,523.18
Total 2. Assessments	65,447.77	79,943.93	-14,496.16
3. Late Fees/Finance Charges			
Finance Charges	1,603.77	1,833.26	-229.49
Five Percent Penalty	264.92	500.00	-235.08
Total 3. Late Fees/Finance Charges	1,868.69	2,333.26	-464.57
Total Income	73,365.43	85,256.21	-11,890.78
Expense			
A. Business Expenses			
1. Banking Fees	98.50	27.50	71.00
2. Gifts & Donaitons	1,000.00	916.63	83.37
3. Insurance	6,899.83	5,500.00	1,399.83
4. Licenses	15.00	27.50	-12.50
5. Lien Filing	1,038.15	550.00	488.15
6. Rentals	315.00	128.26	186.74
7. Sanitation Bond Refunds	500.00	916.63	-416.63
8. Taxes	241.40	91.63	149.77
Refund on Overpayment	270.00		
Total A. Business Expenses	10,377.88	8,158.15	2,219.73
B. Office Expense			
1. Copying	1,049.54	458.26	591.28
2. Postage	1,394.68	504.13	890.55
3. Office Supplies	513.17	458.26	54.91
4. Misc. Expenses	39.96	366.63	-326.67
5. Refreshments	329.10	275.00	54.10

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Glastonbury Landowners Association, Inc.
Income & Expense Budget Overview
January through November 2003

	Jan - Nov '03	Budget	$ Over Budget
6. Petty Cash Account	575.79	275.00	300.79
Total B. Office Expense	3,902.24	2,337.28	1,564.96
C. Professional Fees			
1. Accountant	95.00	91.63	3.37
2. Bookkeeper	3,023.50	2,566.63	456.87
3. Legal Council	2,302.20	1,833.26	468.94
4. Manager	2,024.68	2,016.63	8.05
5. Misc. Professional Fees	0.00	91.63	-91.63
6. Secretarial	6,891.00	5,500.00	1,391.00
7. Treasurer	144.00	275.00	-131.00
8. Web Site	525.75	275.00	250.75
Total C. Professional Fees	15,006.13	12,649.78	2,356.35
D. Road Repairs & Maintenance			
1. Loan Payment	29,625.11	27,500.00	2,125.11
2. Misc. Road Maint.	1,023.97	1,833.26	-809.29
3. Misc. Supplies	61.95	916.63	-854.68
4. Road Grading	7,630.00	11,000.00	-3,370.00
5. Sanding	2,027.77	1,375.00	652.77
6. Snow Plowing	5,100.00	2,291.63	2,808.37
7. Snow Fences	0.00	366.63	-366.63
Total D. Road Repairs & Maintenance	45,468.80	45,283.15	185.65
E. General Expenses			
1. Clean-up Day	0.00	1,100.00	-1,100.00
2. Equipment Repair & Maint.	39.48	275.00	-235.52
3. Miscellaneous	898.70	458.26	440.44
4. Weed Control	4,080.00	1,375.00	2,705.00
Total E. General Expenses	5,018.18	3,208.26	1,809.92
F. Misc. Projects			
1. Snow Plow/Sander Truck	937.74	3,666.63	-2,728.89
2. Master Plan	100.00	916.63	-816.63
3. Guardrails	1,261.59	2,750.00	-1,488.41
4. Recreation Area	7,121.54	3,666.63	3,454.91
Total F. Misc. Projects	9,420.87	10,999.89	-1,579.02
G. Emergency Fund	0.00	102.63	-102.63
Total Expense	89,194.10	82,739.14	6,454.96
Net Income	**-15,828.67**	**2,517.07**	**-18,345.74**

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FOR Denise Orr

MEMORANDUM

TO: James Kozlik 333-4765
Pamela May 333-4354

FROM: Denise Orr (333-9553

DATE: November 23, 2003

RE: Request for Your Input Concerning Eric Newhouse's Request to have his $250 Bond Waived

The Board approved Eric's application for construction of home on 42-D NG on Nov. 3. As I was preparing his project approval form I noticed on his application that he requested a waiver for the $250 bond. The Board didn't discuss this at the meeting. I called David before he left on vacation and asked him what he wanted to do and he said that you and Pamela should decide whether to approve his waiver or not to approve it. Eric did not state his reason for requesting a waiver.

I'll be in Billings from Tues – Thursday (hopefully no longer) with my mother who is having surgery there, so I probably won't be available until Friday if one of you would like to call me with your decision. You can also leave me a phone message. My e-mail is down so don't send anything by e-mail.

Thanks.

I would be in favor of waiving the $250 bond. He has a trailer – we can make him keep scrap in the trailer with periodic trips to the dump. Also, we can make sure that nothing blows over to the neighbors property. Janet Necleros' husband is working with him so we should be able to "keep tabs" on the situation. Eric is a well known locale contractor so there shouldn't be a ~~prob~~ problem. James K.

GLA 01487

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I, James Kozlik, give my proxy vote for all issues concerning the Dec. 2nd, 2003 GLA board meeting to Janet Neclereo.

James Kozlik

James Kozlik

I volunteer to be the Architectural Committee chair person.

In regards to Eric Newhouses' request for waiver of the $250 clean up bond, ~~I recommend that waiver be granted per the following~~ conditions.

That said party keeps debris from blowing onto surrounding properties and he keeps a trailer and or constructs a plywood box ~~on site to store trash.~~

If you need to talk to me during the meeting I will keep my cell phone on ~~during the evening.~~ ~~220-1563~~

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Glastonbury Landowners Association

Board Member Proxy Notification

I, EDWIN JOHNSON

Give my proxy to Charlotte Mirri

For the GLA Board of Directors Meeting on Dec 2nd
date

Edwin Johnson
signature

Dec 2nd.
date

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GLA 01490

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Glastonbury Landowners Association

Board of Directors Meeting Minutes

January 12, 2004

FINAL

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1. **Call to Order, Prayer**
The meeting was called to order by David Tonkin at 7:17 p.m, at Golden Ratio Woodworks. James Kozlik gave the opening prayer.
PRESENT: David Tonkin (President), James Kozlik (Vice-President), Janet Naclerio (Secretary), Cynthia Blocker (Treasurer), Edward Anderson, Orlando Johnson, Pamela May, Charlotte Mizzi and James Trisdale (JT)
ABSENT: Kristen Hardesty, Philip Hoag, Edwin Johnson
PROXIES: Edwin to Charlotte
ALSO ATTENDING: Denise Orr (GLA secretary), Clare Parker (Bookkeeper), Linda Kremer (Landowner) and Penelope Price (Landowner)

2. **Reading and Disposition of the Minutes General Business**
December 2, 2003 Meeting Minutes
MOTION: Janet motioned and Charlotte seconded to approve the Dec. 2, 2003 meeting minutes as amended. Motion carried.

3 **General Business**
3.1 New Business
ACTION ITEM - Write up of committee duties. Tabled

3.2 Old Business. None

4. **Report of Officers and Committees**
4.1 Treasurer's Report: Cynthia Dodge-Blocker, Treasurer
Cynthia passed out "December 2003 Checkbook Transactions" and "Balance Sheet As of December 31, 2003" and "Income and Expense Budget Overview January through December 2003." A few corrections will be made to pg.1 of December 2003 Checkbook Transactions and will be sent to David and Denise for files.

4.1.1. Old Business
ACTION ITEM – Mail contractor waiver notices. Pending

4.1.2. New Business
Linda Kremer, on behalf of the SGTC Board (South Glastonbury Teaching Center), presented a request for retroactively waiving the SGTC assessments. She reviewed the history of the TC's request for the waiver.
MOTION: Charlotte motioned and Pamela seconded to approve waiving the SG Teaching Center's past assessment fees of $240, including penalties and interests. This means that the SGTC has no outstanding assessment fees to the GLA. Motion carried.

Linda requested written verification of the assessment fee waivers.

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Amended:

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4.2 Architecture Subcommittee Report – Jim Kozlik and Pamela May, Co-chairs

4.2.1 Old Business

ACTION ITEM – Research amount Church owes GLA. Pending

ACTION ITEM – Date when Paul Rantallo is to remove his mobile home.
GLA received a letter from Paul in November 2003 saying trailer would be removed by the end of the year. He sent a second letter in December 2003 stating his present construction on his property would delay trailer removal. GLA to write to Paul for clarification.

ACTION ITEM – Follman's Driveway. Tabled

ACTION ITEM – Send Application approval form to Newhouse. Done

ACTION ITEM – Clean up of Pedro Pinardo's construction site 32 SG.
David reported that Pedro has cleaned up the site. Denise to write Pedro explaining that sanitation bond will not be refunded until construction has been completed.

STATUS Report - Parcel 97 & 98 Road Construction Application/Kathleen Ramp.
David reported that at the special Board meeting on January 9, the Board agreed to approve Kathleen's road construction subject to 12 conditions. (See January 9, 2004 Meeting Minutes) On February 11, David faxed the approval/conditions to Kathleen (see attached). Kathleen called David and stated she accepted the conditions but questioned No. 7 concerning where the road enters Hercules. Kathleen will meet with her surveyor and engineer to discuss this issue. Board agreed that GLA should write a letter to neighbors concerning blasting and the easements involved with Kathleen's project.

4.2.2 New Business

Lot 35-A (SG), Kletter/Parker Residence Construction Application.
Board reviewed and discussed the above application and various issues such as who owns the property, traveling to the Twin Pillar's shelter requires passing through the parcel to the North and safety hazards of the Twin Pillar's shelter located on the same lot. The board agreed to write two letters.

- The first letter would request more information concerning: (1) who is the applicant for this project; (2) who owns Tract 35-A; (3) clarify the footing for the house, and ; (4) request a plat map for Parcel 35 showing all tracts and existing house locations.
- The second letter would be addressed to Twin Pillars Shelter requesting action to remedy the safety hazards on Lot 35-A, SG.

Lot 2-A (NG) Sudivision Application/Marjorie Lombard.
Board reviewed Tract 2-A subdivision. James Kozlik reported that he spoke with Marjorie

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about the possibility that the State might not allow her to subdivide again since this is her second minor subdivision. He suggested that she might want to contact the state/county about this issue before submitting her application to GLA. James stated that Marjorie told him she preferred to seek GLA approval first before checking about this requirement.
MOTION: James motioned and Charlotte seconded to approve the Lot 2-A subdivision provided Marjorie designates a road easement from the existing private road to the subdivided property and provided that the subdivision meets the county's requirement. If Marjorie wants to change her application, she must submit an amended application. Approval is granted for 18 months and an extension may be granted at the discretion of the Board. Motion carried.

Lot 33 (NG)/Pouwel Gelderloos Construction of Shop w/Apartment
David reported that Powel has started construction of a shop with reportedly an apartment over it. In 2000, the GLA Board Meeting Minutes state that the Board approved the construction of a garage application from Pouwel. However, the GLA has no paperwork except for approval for a shop in 2001 Meeting Minutes. Board agreed to explore situation further.
Note re. Parcel 33/NG. David reported that our records show that Mansaw, Meijer, Gelderloos and Duke are owners of Parcel 33. This parcel was partitioned into five tracts by Court order and was not approved as a subdivision by either GLA or the County.

Lot 30-E NG, Rantello – Removal of trailer. See ACTION ITEM above.

Lot 61-B SG – Preliminary review of house. Tabled.

New Policy: Timeline for Completion of a Subdivision
The Board discussed the need to establish a time limit for the completion of a subdivision once GLA has approved a subdivision.
MOTION: James Kozlik motioned and Charlotte seconded to require that landowners applying for a subdivision must complete the subdivision within one year. If the subdivision isn't completed within the year, the landowner will need to apply to the Board for a time extension to complete the subdivision. AMMENDMENT TO MOTION: Orlando motioned and JT seconded to change the "one year" requirement to "18 months." Amendment and motion carried.

New Policy: Timeline for Completion of a Construction Project
The Board discussed the need to establish a time limit for the completion of construction projects that GLA approves.
MOTION: JT motioned and Charlotte seconded that construction projects must be completed within one year. For building projects, just the exterior (e.g.: the siding, windows, roof including shingling and secured doors, etc.) need to be completed within the one year period from the date of GLA approval. If the project is not completed within one year (12 months), the landowner must apply for a time extension to complete the project. Motion carried.

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4.3 Road & Weed Committee Report – Philip Hoag and JT Trisdale, Co-Chair

4.3.1 Old Business

ACTION ITEM – Research Matt Scoplite handling our weed spraying. Tabled

4.3.2 New Business

Paving Glastonbury Roads

David reported that John Fanuzzi told him that he may be going into the paving business this summer. He expects costs between $0.55-0.60 cents per square foot. David reviewed that we have approximately 2 miles of roads in both North and in South Glastonbury that are candidates for paving. This translates into a cost of about $312,000. We would need to increase assessments to pay for the paving and will need 51% approval of Glastonbury landowners for an assessment increase. David will continue to review the possibilities.

4.4 Complaint Committee Report – Charlotte Mizzi – Chair

4.4.1 Old Business

ACTION ITEM – Status of Parcel 32 (NG) Ulrich.

Penelope Price gave an overview on the Tim Dolan Compassionate Communication method and gave testimony that Tim Dolan successfully assisted in mediating a long term issue between her family and another landowner. If Ulrich agrees to participate in a mediation process, the Board agreed to hire Tim to help mediate between GLA and Ulrich regarding the issues which we have been trying to resolve with Ulrich through our attorney.

ACTION ITEM – Status of removing rock pile above culvert. Tabled

ACTION ITEM – Status of Cleanup on Hansard property. Tabled

4.4.2 New Business

Complaint from Vernon and Nye re: Goodson Dog Attacking Their Daughter's Dog.

David reported that he spoke to the Nyes and recommended they report the incident to the police, which they have done. GLA will write a letter to the landowner who is renting to Goodson and copy to Goodson and the Nyes.

4.5 Land Use Master Plan Committee Report – Charlotte Mizzi, Chair

4.5.1 Old Business

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ACTION ITEM – Letter to Landowners postponing Master Plan meeting. **Done.** (See attached.)

4.5.2 New Business
Master Plan, Maps. Landowner comments.
Board agreed that the Master Plan Committee, David and Denise should meet on Thursday, Jan. 15 at 7:30 p.m. at the Golden Ratio cafeteria to discuss the details of the questions and concerns that landowners have about the Master Plan and to plan the February 21st meeting.

4.5 Recreation Committee Report – Janet Naclerio – Chair
4.5.1 Old Business
ACTION ITEM – Legal Formation of PVRC
David reviewed that our attorney told him there was a community, similar to ours, that wanted to beautify their parklands and applied to become a charitable tax exempt organization—it was denied by the IRS because it appeared to be self-serving. Our attorney suggested that we do further research before proceeding with this application based on the fact that the GLA would be taking a risk with the high cost of applying for tax exempt status. The Board discussed in detail many factors regarding the legal formation of PVRC and whether PVRC or the GLA should be responsible for the research and expense involved.
MOTION: Charlotte motioned and Edward seconded for the GLA to take the necessary steps, including paying the legal fees, to make the PVRC a separate tax-exempt organization (not a 501-3 C). Motion carried.

ACTION ITEM - Status of Filing Parcel 16-A to be a part of Glastonbury. Tabled

4.5.2 New Business. None

4.6 Web Site Committee Report - Edward Anderson, Chair
4.6.1 Old Business
ACTION ITEM – List of Realtors. Tabled

ACTION ITEM – Send Edward documents to place on Website. Tabled

4.6.2 New Business
Link extra Glastonbury website name to original. Tabled

4.8 Clean-up Committee Report – Kristen Hardesty, Chair. No report.

4.9 Ombudsman Report – Jeanie Campbell (SG) & Richard Johnson (NG). No report.

5. Other Business

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5.1 Shelter Insurance.
ACTION ITEM – List of points to consider regarding shelter insurance. Tabled

6. Next Meeting and Adjournment The meeting was adjourned at 10:45 p.m. with no further business. The next meeting will be held February 2, 2004 at Golden Ratio Woodworks Cafeteria, 7 p.m.

NEW ACTION ITEMS:

TR011203.1	Denise to send a letter to SGTC confirming retroactive waiver of their assessment fees.
TR011204.2	Cynthia to send corrected versions of Dec. 2003 Checkbook Transaction document to David and Denise. **Done.**
AR011204.1	Denise to send revised waiver form to website and those who have project application forms.
AR011204.2	Denise to send letter to Paul Rantallo for clarification re: removal of trailer. **Done**
AR011204.3	Denise to send letter to Pedro Pinardo re: sanitation bond. **Done**
AR011204.4	David/Denise to send letter to neighbors concerning blasting and easements. **Done**
AR011204.5	Denise/David to send application approval to Kathleen Ramp. **Done.**
AR011204.6	Denise/David to send letter to Kletter/Parker re: Application for Construction of Residence Lot 35-A: **Done.**
AR011204.7	Denise/David to send letter to Twin Pillars Shelter re: safety hazards. **Done.**
AR011204.8	Denise to send project approval for Lot 2-A (NG) Lombard Subdivision. **Done**
AR011204.9	Denise to draft new policies regarding approval time limits for subdivisions and construction projects and incorporates into GLA project application forms and approval forms.
AR011204.10	David to ask our attorney regarding the status of Parcel 33/NG Subdivision and Pamela to research. **Done**
CP011204.1	David to contact K. Ulrich re: mediation meeting. **On going**

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CP011204.2 Denise to draft letter to the owner of Goodson apartment and cc to Goodson and the Nyes. **Done. but letter is on hold.**

RC011204.1 Orlando to research other organizations (with background similar background to PVRC) that have been tax exempts status. .

RC011204.2 David to take the necessary steps, including paying the legal fees, to make the PVRC a separate tax-exempt organization (not a 501-3C). GLA to develop rules and bylaws to be developed for the operation of the PVRC.

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Glastonbury Landowners Association, Inc.
Board of Directors Meeting Agenda
January 12, 2004

1. **Call to Order, Opening Prayer**

2. **Reading and Disposition of Minutes**
December 2, 2003

3. **General Business**
3.1 New Business
ACTION ITEM – Write up of committee duties

4. **Report of Officers and Committees**
4.1 **Treasurer's Report** – Cynthia Dodge-Blocker, Treasurer
4.1.1. Old Business
ACTION ITEM – Add Subdivision waiver to Architectural Application form
ACTION ITEM – Mail contractor waiver notices
4.1.2. New Business
* Request for retroactive granting of charitable organization status

4.2 **Architecture Subcommittee Report** – Jim Kozlik and Pamela May, Co-chairs
4.2.1. Old Business
ACTION ITEM – Research amount Church owes GLA
ACTION ITEM – Date when Paul Rantalo is to remove his mobile home *[Robert]*
ACTION ITEM – Follman's Driveway *[David]*
ACTION ITEM – Send Application approval form to Newhouse *[Denise]*
ACTION ITEM – Clean up of Pinardo construction site 32 SG
4.2.2. New Business
* **Lot 35-A SG** – Kletter/Parker Architectural review
Owner is Twin Pillars – Do we need approval statement from Twin Pillars?
* **Lot 2-**A NG – Lombard Subdivision
* **Lot 33 NG** – Architectural Review
Lot 30-E NG – Removal of trailer
Lot 61-B SG – Preliminary review of house

4.3 **Road & Weed Committee Report** – Philip Hoag and JT Trisdale, Co-Chair
4.3.1. Old Business
ACTION ITEM – Research into Matt Scoplite doing our weed spraying *[David]*
4.3.2. New Business
* Paving Glastonbury Roads

4.4 **Complaint Committee Report** – Charlotte Mizzi – Chair
4.4.1. Old Business
- ACTION ITEM – Status of Parcel 32 (NG) Ulrich *[David]*
* Proceed to Mediation

ACTION ITEM – Status of removing rock pile above culvert *[David]*
ACTION ITEM – Status of Cleanup on Hansard property *[David]*
4.4.2. New Business

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4.5 **Land Use Master Plan Committee Report** – Charlotte Mizzi, Chair

4.5.1. Old Business

ACTION ITEM – Letter to Landowners postponing Master Plan meeting *[David]*

4.5.2. New Business

* Master Plan [*David]*
  Maps *[David]*
  Landowner comments

4.6 **Recreation Committee Report** – Janet Naclerio – Chair

4.6.1. Old Business

ACTION ITEM – Legal Formation of PVRC
  * Review possibility of becoming charitable tax exempt foundation
    Other similar organizations *[Orlando]*
    Costs *[David]*

ACTION ITEM: Filing Parcel 16A is now part of Glastonbury

4.6.2. New Business

4.7 **Web Site Committee Report** - Edward Anderson, Chair

4.7.1. Old Business

ACTION ITEM – List of Realtors *[Denise]*

ACTION ITEM: - Sending Edward and Placement of documents on Website
  Maps *[David]*
  Standards *[David]*

4.7.2. New Business

Link extra Glastonbury website name to original *[Edward]*

4.8 **Clean-up Committee Report** – Kristen Hardesty, Chair

4.9 **Ombudsman Report** – Jeanie Campbell (SG) & Richard Johnson (NG)

5. Other Business

5.1 Shelter Insurance *[Orlando]*

ACTION ITEM – List of point to consider regarding shelter insurance *[Orlando & Philip]*

6. Next Meeting and Adjournment

* Main items of discussion

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01/12/04

Glastonbury Landowners Association, Inc.
Balance Sheet
As of December 31, 2003

	Dec 31, '03
ASSETS	
Current Assets	
Checking/Savings	
1st National Bank Checking	3,724.19
1st National Bank Savings	7,198.65
Total Checking/Savings	10,922.84
Accounts Receivable	
Accounts Receivable	57,242.10
Total Accounts Receivable	57,242.10
Other Current Assets	
Undeposited Funds	196.50
Total Other Current Assets	196.50
Total Current Assets	68,361.44
Fixed Assets	
Paved Roads	1.00
Total Fixed Assets	1.00
TOTAL ASSETS	**68,362.44**
LIABILITIES & EQUITY	
Liabilities	
Long Term Liabilities	
Road Pavement Loan	244,312.31
Total Long Term Liabilities	244,312.31
Total Liabilities	244,312.31
Equity	
Beginning Balance	11,816.51
Opening Bal Equity	-244,401.10
Retained Earnings	67,480.62
Net Income	-10,845.90
Total Equity	-175,949.87
TOTAL LIABILITIES & EQUITY	**68,362.44**

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Glastonbury Landowners Association, Inc.
Income & Expense Budget Overview
January through December 2003

	Jan - Dec '03	Budget	$ Over Budget
Income			
1. General Income			
Church, for Road Paving Loan	1,798.10	2,550.00	-751.90
Interest Income	335.26	499.92	-164.66
Misc. Income	0.00	99.96	-99.96
Sanitation Bond Account	1,250.00	99.96	1,150.04
1. General Income - Other	1,837.75		
Total 1. General Income	5,221.11	3,249.84	1,971.27
2. Assessments			
Assessments prior to 1998	254.76	99.96	154.80
Dwelling Assessment 1998	0.00	99.96	-99.96
Dwelling Assessment 1999	210.00	300.00	-90.00
Dwelling Assessment 2000	226.30	799.92	-573.62
Dwelling Assessment 2001	272.63	999.96	-727.33
Dwelling Assessment 2002	2,420.53	5,400.00	-2,979.47
Dwelling Assessment 2003	20,245.66	22,896.00	-2,650.34
Golden Age Village Assessment	5,880.00	10,290.00	-4,410.00
Land Assessment 1998	120.00	99.96	20.04
Land Assessment 1999	330.00	499.92	-169.92
Land Assessment 2000	631.65	999.96	-368.31
Land Assessment 2001	1,625.52	1,500.00	125.52
Land Assessment 2002	4,073.12	6,289.92	-2,216.80
Land Assessment 2003	33,336.03	36,936.00	-3,599.97
Total 2. Assessments	69,626.20	87,211.56	-17,585.36
3. Late Fees/Finance Charges			
Finance Charges	1,796.62	1,999.92	-203.30
Five Percent Penalty	326.91	500.00	-173.09
Total 3. Late Fees/Finance Charges	2,123.53	2,499.92	-376.39
Total Income	76,970.84	92,961.32	-15,990.48
Expense			
A. Business Expenses			
1. Banking Fees	101.00	30.00	71.00
2. Gifts & Donaitons	1,000.00	999.96	0.04
3. Insurance	6,078.61	6,000.00	78.61
4. Licenses	15.00	30.00	-15.00
5. Lien Filing	1,038.15	600.00	438.15
6. Rentals	630.00	139.92	490.08
7. Sanitation Bond Refunds	750.00	999.96	-249.96
8. Taxes	241.40	99.96	141.44
Refund on Overpayment	300.00		
Total A. Business Expenses	10,154.16	8,899.80	1,254.36
B. Office Expense			
1. Copying	1,049.54	499.92	549.62
2. Postage	1,394.68	549.96	844.72
3. Office Supplies	513.17	499.92	13.25
4. Misc. Expenses	39.96	399.96	-360.00
5. Refreshments	329.10	300.00	29.10

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Glastonbury Landowners Association, Inc.
Income & Expense Budget Overview
January through December 2003

	Jan - Dec '03	Budget	$ Over Budget
6. Petty Cash Account	762.82	300.00	462.82
Total B. Office Expense	4,089.27	2,549.76	1,539.51
C. Professional Fees			
1. Accountant	95.00	99.96	-4.96
2. Bookkeeper	3,023.50	2,799.96	223.54
3. Legal Council	2,302.20	1,999.92	302.28
4. Manager	3,452.87	2,199.96	1,252.91
5. Misc. Professional Fees	0.00	99.96	-99.96
6. Secretarial	7,503.00	6,000.00	1,503.00
7. Treasurer	291.00	300.00	-9.00
8. Web Site	681.45	300.00	381.45
Total C. Professional Fees	17,349.02	13,799.76	3,549.26
D. Road Repairs & Maintenance			
1. Loan Payment	29,625.11	30,000.00	-374.89
2. Misc. Road Maint.	2,551.75	1,999.92	551.83
3. Misc. Supplies	61.95	999.96	-938.01
4. Road Grading	7,780.00	12,000.00	-4,220.00
5. Sanding	2,027.77	1,500.00	527.77
6. Snow Plowing	6,182.00	2,499.96	3,682.04
7. Snow Fences	0.00	399.96	-399.96
Total D. Road Repairs & Maintenance	48,228.58	49,399.80	-1,171.22
E. General Expenses			
1. Clean-up Day	450.00	1,200.00	-750.00
2. Equipment Repair & Maint.	1,769.48	300.00	1,469.48
3. Miscellaneous	898.70	499.92	398.78
4. Weed Control	4,080.00	1,500.00	2,580.00
Total E. General Expenses	7,198.18	3,499.92	3,698.26
F. Misc. Projects			
1. Snow Plow/Sander Truck	937.74	3,999.96	-3,062.22
2. Master Plan	100.00	999.96	-899.96
3. Guardrails	1,261.59	3,000.00	-1,738.41
4. Recreation Area	7,121.54	3,999.96	3,121.58
Total F. Misc. Projects	9,420.87	11,999.88	-2,579.01
G. Emergency Fund	0.00	111.96	-111.96
Total Expense	96,440.08	90,260.88	6,179.20
Net Income	**-19,469.24**	**2,700.44**	**-22,169.68**

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To: GLA Board
Date: October 15, 2002
RE: Assessments for South Glastonbury Teaching Center Parcels
From: Linda Kremer, trustee SGTC

I was requested to write to you as follow-up to my April 2002 request for action.

The Board of the South Glastonbury Teaching Center has requested that you consider a waiver of the assessments for Teaching Center parcels 22E and 23A, South Glastonbury.

We understand that a discussion of this idea occurred in the GLA meetings when Christine Johnston was a GLA Board member. She reported to us that the discussion was in favor of the waiver. Denise Orr was unable to find a record of the discussion or resolution in prior GLA minutes.

We would appreciate your consideration of the following points:

1. The budget of the SGTC is not substantial and relies on contributions from a small membership. This membership already supports the Glastonbury Community by paying GLA assessments on their private homes and parcels. This membership also supports the Glastonbury Community in spiritual ways that are not able to have a value placed on them.

2. Parcels 22E and 23A have not been served by GLA. The roads that access these parcels have not been maintained by the GLA.

3. Parcels 22E and 23A share a common boundary and should be considered as a single property if an assessment is charged.

Thank you for your consideration!
Linda Kremer, for the South Glastonbury Teaching Center Board

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Should be 1/12

Glastonbury Landowners Association

Board Member Proxy Notification

I, JAMES KOZLIK

Give my proxy to CHAROLETTE MIZIE

For the GLA Board of Directors Meeting on 1/9/04 12
date

James Kozlik
signature

1/8/04
date

GLA 01505

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GLA 01506

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Glastonbury Landowners Association, Inc.
Board of Directors Meeting Minutes
February 2, 2004
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1. **Call to Order, Opening Prayer**
The meeting was called to order by David Tonkin at 7:22 p.m., at Golden Ratio Woodworks. gave the opening prayer.
PRESENT: David Tonkin (President), James Kozlik (Vice-President), Janet Naclerio (Secretary), Cynthia Blocker (Treasurer), Edward Anderson, Kristen Hardesty, Edwin Johnson, Orlando Johnson, Pamela May, Charlotte Mizzi and James Trisdale (JT)
ABSENT: Philip Hoag
PROXIES:
ALSO ATTENDING: Denise Orr (GLA secretary)

2. Reading and Disposition of Minutes
January 12, 2004 Meeting Minutes
MOTION: Edward motioned and JT seconded to approve the January 12, 2004 meeting minutes. Motion carried.

3. General Business
3.1 New Business
ACTION ITEM – Write-up of committee duties
David requested Committee Chairs to write up their duties and offered to assist.

David reported that our database of landowners addresses & information is currently running and should be ready for Board use by March.

4. Report of Officers and Committees
4.1 Treasurer's Report – Cynthia Dodge-Blocker, Treasurer
4.1.1. Old Business
ACTION ITEM – Add Subdivision waiver to Architectural Application form. **Done.**

ACTION ITEM – Mail contractor waiver notices. **In Process.**

ACTION ITEM – Send waiver approval to the SGlastonbury Teaching Center. **Done.**

4.1.2. New Business
Cynthia reported that the amount of assessment payments received in January was considerably higher than in past years; most likely the new discount offered to landowners when assessments are paid in full by January 31 served as the incentive.

4.2 Architecture Subcommittee Report – Jim Kozlik and Pamela May, Co-chairs
4.2.1. Old Business
ACTION ITEM – Research amount Church owes GLA. David reported that we have the letter documenting the Church owes us $15,000, but we need to determine how much we may have spent out of that $15,000.

ACTION ITEM – Follman's Driveway. Tabled.

ACTION ITEM – Kletter Construction Applicaton 35-A (SG). We received follow-

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up information from Kletter with plat map and owner verification from Clare Parker, etc. Board discussed that the plat map doesn't meet lot size requirement and that the construction encroaches upon Parcel 36-NG & SG. There is an easement which Parcel 36NG was grated by Robert Wallace.
MOTION: James K motioned and Charlotte seconded to send Damian Kletter (cc to Clare Parker a follow-up letter stating that GLA discussed his project proposal and that the hazardous conditions with the shelter must be corrected according to standard construction processes before the Board will consider reviewing his application. Motion carried.

ACTION ITEM - Twin Pillars Safety Hazard. GLA sent letter to Kletter and Parker and they verbally agreed that the shelter site was a hazard. As of 2/2/04, the GLA hasn't received a formal response. Pamela reported that no improvements have been made to the site since our letter was sent to Kletter 21 days ago.

ACTION ITEM – Status of Pouwel Gelderloos Parcel 33 (NG) shop construction . David reported that in 2000, GLA gave approval to Pouwel to build a shop next to his home. It is not clear if the shop he is currently building has an apartment over it It is also not clear who owns the subdivision as it was a court ordered subdivision. The Board agreed to approve Pouwel's application subject to the approval of the Architectural Committee, who will review it in the next few days.

ACTION ITEM – Status of Pouwel Gelderloos Parcel 33 (NG) Subdivision.

ACTION ITEM – Incorporating new time limit policies into project application. Denise to do.

4.2.2 New Business
Lot 61-B (SG) – Preliminary review of house.

Parcel 56 (NG) Kathleen Rakela Sign Application
MOTION: Edwin motioned and James Kozlik seconded to approve Kathleen's proposed sign to be posted until the perpetrator is found. (Discussion).
AMMENDMENT: Orlando motioned and Charlotte seconded to change the duration allowed for posting the above sign to 90 days. (4 votes in favor; 6 voted opposed) (Discussion)
AMENDMENT: Cynthia motioned and Orlando seconded to require that Kathleen submit a color rendition of the sign that depicts its appearance and to list the materials that will be used before the Board makes a final decision. If approved, there will be no time limit on how long the sign can be posted. (10 in favor; 2 opposed.) (Discussion)
AMENDMENT: Cynthia motioned and James Kozlik seconded to tell Kathleen that we need the above information before the Board does a final review of Kathleen's sign application. We should also mention that the sign cannot be more than 8 feet above the ground. Motion carried. (7 in favor, 1 abstention)

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Parcel 74/SG Richard and Elyssa Allen: House Extension Project Application: Due to time constraints at the meeting, the Board agreed to approve the Allen's application *subject to the approval* of the Architectural Committee, who will review the application within the next few days and notify the Board of its decision.

Parcel 26-E/SG Jerry and Ruth-Ann Young: Double garage with studio apartment above. (Submitted by Pouwel Gelderloos) Due to time constraints at the meeting, the Board agreed to approve the Young's application *subject to the approval* of the Architectural Committee, who will review the application within the next few days and notify the Board of its decision.

The Board discussed matters relating to the failure of Landowners and the county to communicate with GLA regarding subdivision projects. As a result, the GLA has not been properly involved in subdivisions and our records are incomplete, etc. The Board agreed it would be wise to have our attorney contact local judges to inform them about the legal jurisdiction of the GLA in subdivisions, etc.

4.3 Road & Weed Committee Report – Philip Hoag and JT Trisdale, Co-Chair

4.3.1. Old Business

ACTION ITEM – Research into Matt Scoplite doing our weed spraying *[David]*
Tabled.

ACTION ITEM – Paving roads. David distributed a sheet entitled "Cost of Paving Select Roads" which lists information on various GLA road options and prices that might be considered for paving and the cost of a half time manager. The Board discussed this information and the need to take immediate action by sending a letter to landowners by Friday, Feb. 6, requesting whether they would approve a raise in their assessments for paving and a part-time manager and which of the options they would choose. Janet expressed the concern that the Board was moving prematurely and should gather more hard information, bids, etc., before asking the landowners to pay more assessments. The Board decided that David should draft the letter, send it to other board members to review and mail it on February 6 and to give their input before it was sent out. The Board agreed the letter should include information on the above sheet and: (1) how many people will be affected by paving the roads; (2) the current GLA budget cannot afford the paving or a part time manager; (3) the proposed roads to be paved are those most affected by wash boarding; (4) the savings of paving vs grading the roads; (5) the possibility of landowners choosing to hire the pavers to pave their personal roads; (6) ask landowners to let the GLA know if they were willing to approve an increase in assessments and, if so, which option they would choose; and (7) ask landowners to respond by Feb. 21 or while attending the February 21 Master Plan meeting. .

4.3.2. New Business

4.4 Complaint Committee Report – Charlotte Mizzi – Chair

4.4.1. Old Business

ACTION ITEM – Status of Parcel 32 (NG) Ulrich. David reported that Kathleen cancelled mediation meeting, but stated she wants to do it at another time. David hopes

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to reschedule it in the near future.

ACTION ITEM – Status of removing rock pile above culvert *[David]* Tabled.

ACTION ITEM – Status of Cleanup on Hansard property *[David]* Tabled.

ACTION ITEM – Status of Nye's dog compliant *[David]* Tabled.

4.4.2. New Business

4.5 Land Use Master Plan Committee Report – Charlotte Mizzi, Chair
4.5.1. Old Business
ACTION ITEM – Status of Master Plan *[David]*
Orlando presented pictures of slides to be used at February 21, Master Plan meeting. The Board agreed to meet on Friday evening, February 13, to prepare for the same meeting.

4.5.2. New Business

4.6 Recreation Committee Report – Janet Naclerio – Chair
4.6.1. Old Business
ACTION ITEM – Legal Formation of PVRC. David stated he will have a set of Covenants that he will send to the Board and PVRC Committee to review and then send to the attorney to complete.

ACTION ITEM: Filing Parcel 16A is now part of Glastonbury. Tabled.

4.6.2. New Business
ACTION ITEM – Filing Parcel 23A into Glastonbury. Tabled.

4.7 Web Site Committee Report - Edward Anderson, Chair
4.7.1. Old Business
ACTION ITEM – Sending letters to Realtors *[Denise]* Tabled.

ACTION ITEM: - Sending Edward and Placement of documents on Website.
Tabled. Maps *[David]*
Standards *[David]*

ACTION ITEM - Link extra Glastonbury website name to original *[Edward]*.
Tabled.

4.7.2. New Business

4.8 Clean-up Committee Report – Kristen Hardesty, Chair. No report.

4.9 Ombudsman Report – Jeanie Campbell (SG) & Richard Johnson (NG). No report.

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5. Other Business

5.1 Shelter Insurance *[Orlando]*

ACTION ITEM – List of points to consider regarding shelter insurance *[Orlando & Philip]*
Tabled.

5.2 Glastonbury Standards

David distributed copies of the Standards (with new additions, deletions and portions that needed specific review) and the Board reviewed each change, etc.
MOTION: Charlotte motioned and Edward seconded to approve the changes to the standards as amended. Motion carried.

The mobile home standards required no changes.

6. Next Meeting and Adjournment

The meeting was adjourned at 10:50 p.m. with no further business. The next meeting will be held on February 13 at Golden Ratio Woodworks Cafeteria, 7:30 p.m. The following meeting will be held on March 1, 2004 at Golden Ratio Woodworks Cafeteria, 7 p.m.

NEW ACTION ITEMS:

GB020204.1 David to send the 2004 Budget via e-mail to the Board for review.

TR020204.1 Denise to send revised waiver form to website, James K, Cynthia & Pamela for. Project applications.

TR020204.2 David to determine names of contractors for contractor waiver mailing.

TR020204.3 Denise to send letter to NG Teaching Center informing them of waiver notice for 501-3C non-profit organizations passed by the GLA Board on 11/6/03.

AR020204.1 Denise to send Kletter & Parker follow-up letter re: application.
(David & Janet: the next action item was not on the agenda, but it needed to be specifically addressed.)

AR020204.2 David to ask our attorney if GLA would be protected from lawsuits and liabilities if an accident were to occur on Twin Pillar's property although we have sent our notice.

AR020204.3 Architectural Committee to review Gelderloos application.

AR020204.4 Pamela and David to research status of Twin Pillars safety hazard. .

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AR020204.5 Denise to incorporate new time limit policies into project application forms.

AR020204.6 Denise to send letter to Kathleen Rakela regarding sign.

AR020204.7 Architectural Committee to review Allen application.

AR020204.8 Architectural Committee to review Young application.

AR020204.9 Denise to incorporate new time limit policies into project application. And send to website, Cynthia, Pamela and James K.

AR020204.10 Ask our attorney to send a record of the GLA's jurisdiction to judges.

OB020204 David to edit approved changes to Standards.
Denise to make copies and distribute at February 21 meeting and mail to landowners not in attendance at meeting.

File: MtgMins 02 02 04.doc
Draft: 02 09 04
Amended: 03 01 04-FINAL

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2004-02-04_BDGNAUX.pdf

GLA 01513

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Glastonbury Landowners Association, Inc.
Board of Directors Meeting Agenda
February 2, 2004

1. Call to Order, Opening Prayer

2. Reading and Disposition of Minutes
December 2, 2003

3. General Business
3.1 New Business
ACTION ITEM – Write up of committee duties

4. Report of Officers and Committees
4.1 Treasurer's Report – Cynthia Dodge-Blocker, Treasurer
4.1.1. Old Business
ACTION ITEM – Add Subdivision waiver to Architectural Application form
ACTION ITEM – Mail contractor waiver notices
ACTION ITEM – Send waiver approval to Kremer's
4.1.2. New Business

4.2 Architecture Subcommittee Report – Jim Kozlik and Pamela May, Co-chairs
4.2.1. Old Business
ACTION ITEM – Research amount Church owes GLA
ACTION ITEM – Follman's Driveway *[David]*
ACTION ITEM – Kletter Applicaton *[Janes]*
ACTION ITEM – Status of Gelderloos shop construction *[James]*
ACTION ITEM – Status of Parcel 33 NG subdivision *[David]*
ACTION ITEM – Incorporating new time limit policies into project appl. *[Denise]*
4.2.2 New Business
Lot 61-B SG – Preliminary review of house
Parcel 56 NG, Rakela – Sign Application

4.3 Road & Weed Committee Report – Philip Hoag and JT Trisdale, Co-Chair
4.3.1. Old Business
ACTION ITEM – Research into Matt Scoplite doing our weed spraying *[David]*
ACTION ITEM – Paving roads *[David]*
4.3.2. New Business

4.4 Complaint Committee Report – Charlotte Mizzi – Chair
4.4.1. Old Business
ACTION ITEM – Status of Parcel 32 (NG) Ulrich *[David]*
ACTION ITEM – Status of removing rock pile above culvert *[David]*
ACTION ITEM – Status of Cleanup on Hansard property *[David]*
ACTION ITEM – Status of Nye's dog compliant *[David]*
4.4.2. New Business

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4.5 Land Use Master Plan Committee Report – Charlotte Mizzi, Chair
4.5.1. Old Business
ACTION ITEM – Status of Master Plan *[David]*
4.5.2. New Business

4.6 Recreation Committee Report – Janet Naclerio – Chair
4.6.1. Old Business
ACTION ITEM – Legal Formation of PVRC
ACTION ITEM – Filing Parcel 16A is now part of Glastonbury
4.6.2. New Business
ACTION ITEM – Filing Parcel 23A into Glastonbury

4.7 Web Site Committee Report - Edward Anderson, Chair
4.7.1. Old Business
ACTION ITEM – Sending letters to Realtors *[Denise]*
ACTION ITEM - Sending Edward and Placement of documents on Website
Maps *[David]*
Standards *[David]*
ACTION ITEM - Link extra Glastonbury website name to original *[Edward]*
4.7.2. New Business

4.8 Clean-up Committee Report – Kristen Hardesty, Chair

4.9 Ombudsman Report – Jeanie Campbell (SG) & Richard Johnson (NG)

5. Other Business
5.1 Shelter Insurance *[Orlando]*
ACTION ITEM – List of points to consider regarding shelter insurance *[Orlando & Philip]*

6. Next Meeting and Adjournment

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Glastonbury Landowners Association
COST OF PAVING SELECT ROADS

2/2/2004

Road From	To	Priority	Flag	Dist. mi	feet	Area sf	Glastonbury	Total Miles	Dollars	"A" Total Dollars	"B" Total Dollars	"C" Total Dollars
South Glastonbury										**$83,636**	**$34,215**	**$45,620**
Dry Creek							S	**2.65**	**Miles:**	**1.10**	**0.45**	**0.60**
End of pavement	Hercules	B	I	0.45	2376	57,024	S		34,214		34,214	
Arcturus							S					
Dry Creek	Pallas Circle	A	I	0.7	3696	88,704	S		53,222	53,222		
Pallas Circle	Cor Leonius	C		0.2	1056	25,344	S		15,206			15,206
Cor Leonius	Hesperus	C		0.4	2112	50,688	S		30,413			30,413
Hesperus	End of Arcturus			0.3	1584	38,016	S					
Leo							S					
Arcturus	Top of grade	A	I	0.4	2112	50,688	S		30,413	30,413		
Top of grade	Leo Lane			0.2	1056	25,344	S					
North Glastonbury										**$79,835**	**$38,017**	**$26,612**
Sirus - Taurus							N	**2.4**	**Miles:**	**1.05**	**0.50**	**0.35**
Aries	Taurus	A	I	0.4	2112	50,688	N		30,413	30,413		
Sirus	Top of grade	A		0.35	1848	44,352	N		26,611	26,611		
Top of grade	End of Taurus	B	I	0.2	1056	25,344	N		15,206		15,206	
Capicorn							N					
Gemini	Venus	C	I	0.35	1848	44,352	N		26,611			26,611
Venus							N					
Capicorn	Ranttalo's house	B	I	0.3	1584	38,016	N		22,810		22,810	
Gemini							N					
Capicorn	Orion	A	I	0.3	1584	38,016	N		22,810	22,810		
Orion							N					
Gemini	Evening Star			0.5	2640	63,360	N					

Total:	**$163,471**	**$72,231**	**$72,231**
Subtotal:	**$163,471**	**$235,702**	**$307,934**
Road Prep:	**$15,000**	**$10,000**	**$10,000**
5% Contingency:	**8,174**	**11,785**	**15,397**
Total Loan Required:	**186,644**	**257,487**	**333,330**
Half Time Manager:	**12,000**	**12,000**	**12,000**
Increase in Assesment Needed:	~~$385,289~~	~~$526,975~~	~~$678,661~~
To Pay off loan:	**61**	**85**	**110**
To pay Manager:	34	34	34
Total Assessment:	**96**	**119**	**144**

Column D

Chip Seal for existing NG Roads: $50,000 Additional

Per Lot now

Note:

When we paved previously we paved 3.2 miles of roads in NG and 1.85 miles in SG
Assessment based on 350 Parcels/tracts/lots

File: PavingCosts

GLA 01516

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02/11/04

Glastonbury Landowners Association, Inc.
Balance Sheet
As of January 31, 2004

	Jan 31, '04
ASSETS	
Current Assets	
Checking/Savings	
1st National Bank Checking	1,308.18
1st National Bank Savings	7,198.65
Total Checking/Savings	8,506.83
Accounts Receivable	
Accounts Receivable	105,381.40
Total Accounts Receivable	105,381.40
Other Current Assets	
Undeposited Funds	19,944.00
Total Other Current Assets	19,944.00
Total Current Assets	133,832.23
Fixed Assets	
Paved Roads	1.00
Total Fixed Assets	1.00
TOTAL ASSETS	**133,833.23**
LIABILITIES & EQUITY	
Liabilities	
Long Term Liabilities	
Road Pavement Loan	244,312.31
Total Long Term Liabilities	244,312.31
Total Liabilities	244,312.31
Equity	
Beginning Balance	11,816.51
Opening Bal Equity	-244,401.10
Retained Earnings	56,139.41
Net Income	65,966.10
Total Equity	-110,479.08
TOTAL LIABILITIES & EQUITY	**133,833.23**

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02/11/04

Glastonbury Landowners Association, Inc.
Income & Expense Budget Overview
January 2004

	Jan '04	Budget	$ Over Budget
Income			
2. Assessments			
Dwelling Assessment 1998	120.00		
Dwelling Assessment 1999	120.00		
Dwelling Assessment 2000	122.98		
Dwelling Assessment 2001	140.00		
Dwelling Assessment 2002	45.00		
Dwelling Assessment 2003	404.04		
Land Assessment 1998	120.00		
Land Assessment 1999	120.00		
Land Assessment 2000	122.97		
Land Assessment 2001	140.00		
Land Assessment 2002	165.00		
Land Assessment 2003	704.03		
Land Assessment 2004	22,437.14		
2. Assessments - Other	120.00		
Total 2. Assessments	24,881.16		
3. Late Fees/Finance Charges			
Finance Charges	56.44		
Five Percent Penalty	12.00		
Total 3. Late Fees/Finance Charges	68.44		
Total Income	24,949.60		
Expense			
A. Business Expenses			
6. Rentals	40.00		
Refund on Overpayment	320.00		
Total A. Business Expenses	360.00		
B. Office Expense			
1. Copying	68.60		
2. Postage	176.36		
3. Office Supplies	80.34		
4. Misc. Expenses	115.66		
Total B. Office Expense	440.96		
C. Professional Fees			
2. Bookkeeper	927.50		
3. Legal Council	40.00		
6. Secretarial	840.00		
7. Treasurer	168.00		
Total C. Professional Fees	1,975.50		
D. Road Repairs & Maintenance			
2. Misc. Road Maint.	282.50		
5. Sanding	429.00		
6. Snow Plowing	875.00		
Total D. Road Repairs & Maintenance	1,586.50		
F. Misc. Projects			

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Glastonbury Landowners Association, Inc.
Income & Expense Budget Overview
January 2004

	Jan '04	Budget	$ Over Budget
1. Snow Plow/Sander Truck	4,075.44		
Total F. Misc. Projects	4,075.44		
H. Discount	425.21		
Total Expense	8,863.61		
Net Income	16,085.99		

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Community of Glastonbury
Community Standards

TABLE OF CONTENTS

1.0 Mobile Home Standards 4
1.1 Review and Approval 4
1.2 Architectural and Design Standards 4
1.3 Temporary Mobile Home or Travel Trailer Use 5
1.4 Installation Specifications 5
1.5 Further Specifications and Variances 6
2.0 Subdivision Standards 7
2.1 Subdivision Regulations and Review 7
2.2 Preliminary Glastonbury Subdivision Review 7
2.3 County Subdivision Approval 8
2.4 State Subdivision Approval 8
2.5 Final Glastonbury Subdivision Approval 8
2.6 Subdivision Plat Filing 9
2.7 Subdivision Design Standards 9
2.8 Parcel Layout and Dimensions 9
2.9 Minimum Parcel Size 10
2.10 Access and Road Standards 10
2.11 Utility Requirements 10
2.12 Sanitation Standards 10
2.13 Drainage Requirements 11
2.14 Reclamation Requirements 11
2.15 Survey and Platting Requirements 11
2.16 Subdivisions Created By Rent, Lease or other Conveyance 11
2.17 Mobile Home Parks/RV Parks/Multiple Mobile Homes 12
3.0 Road and Driveway Standards 13
3.1 Parcel Master Planning and Route Selection 13
3.2 Site Development 13
3.3 Project Review 13
3.4 Design Specifications 14
Figure 3.1: Cross Section of Typical Community Road 14
Table 3.1: Road Design Specifications 15
3.5 Construction Standards 15
3.5.1. Clearing and Grubbing 15
3.5.2 Switchbacks 15
3.5.3 Subgrade Preparation 16
Table 3.2: Minimum Angle of Repose for Cut & Fill 16
3.5.4 Road Base and Surface Materials 16
Table 3.3: Rock & Gravel Materials Specification 16
3.5.5 Drainage of Road Surfaces 16

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Figure 3.2: Road Surface Profiles 17
3.6 Intersections 18
3.7 Trees 18
3.8 Reclamation of Disturbed Areas 18
3.9 Safety Considerations 18
3.10 Maintenance of New Roads 18
3.11 Criteria for New Community Roads 19
3.12 References 19
4.0 Land Reclamation and Landscaping Standards 20
4.1 Minimum Reclamation Standards 20
4.2 Surface Preparation 20
4.3 Replacement of Topsoil 20
4.4 Waste Material Burning 21
4.5 Finish Grading 21
4.6 Seeding Mulching and Irrigating 21
4.7 Erosion Control 22
4.8 Weed Control 22
4.9 Grass Seed Mixture and Application Rate Recommendation 22
5.0 Signs, Lighting and Fencing Standards 23
5.1 Sign Standards 23
5.2 Lighting Standards 24

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Glastonbury Landowners Association, Inc.
Mobile Home Standards

1.0 Mobile Home Standards

Mobile homes are allowed in the Community of Glastonbury under Section 6.05 of the Restated Declaration of Covenants for the Community of Glastonbury. In addition, this Section adopts further rules regarding appearance and quality of mobile homes to be placed either on individual parcels in the community or in the Golden Age Village in Glastonbury North. Mobile homes placed in Glastonbury prior to June 16, 1997 are governed by the *Specifications and Standards for Mobile Homes in The Community of Glastonbury and The Golden Age Village Rev 88-2*. The terms "mobile home", "mobile unit", "modular home" and "manufactured housing" as used in the Master Plan shall all follow the standards in this Section.

The GLA recognizes two cases for mobile homes in the Community:
1) As a permanent dwelling, and
2) As temporary living quarters while building a permanent home.

These two cases are treated differently by the Glastonbury Landowners Association Architectural Committee (GLA Architectural Committee).

1.1 Review and Approval

Installation plans as well as all exterior mobile home and site improvements such as roofs, siding, garages, carports, terraces and patios, room additions, storage sheds, etc. shall be subject to the prior review and approval by the GLA before any installation or site preparation can commence.

1.2 Architectural and Design Standards

The following standards are intended to protect and maintain the quality and planned living environment of the Community:

A) General: Mobile homes shall: 1) be no older than 10 years old, 2) be a minimum width of 24 feet, 3) have pitch shingled roof 4) have wood siding or simulated wood siding 5) have a foundation that includes stripped footing and 6) be recessed into the ground.

B) Occupation: Mobile homes moving into Glastonbury after the adoption of these Standards that require upgrading to comply with these Standards shall not be occupied until all installation and upgrades bringing the mobile home into compliance are completed.

C) Roofs: Mobile homes must have or be retrofitted with pitched roofs. The minimum roof pitch for mobile homes is 3:12. Roofing material must be Grade A or B shingle roofing material.

D) Roof Overhang: Each mobile home without a minimum roof overhang of 8 inches must either be retrofitted with such overhangs or be fitted with an attached garage, covered carport, covered terrace or patio, rain gutters at least 5" in width and/or other additions in order to extend the pitched roof line and remove the box-like appearance of many conventional mobile homes.

E) Exterior Materials: Mobile homes must have or be retrofitted with wood, high quality imitation natural materials such as vinyl siding or composition wood, stucco, rock or high quality imitation rock, or paneled exteriors or facades to create the appearance of a conventional home.

F) Foundations: Mobile homes in the Community are to be installed on a permanent

Adopted: 10 07 02

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foundation of a well constructed recessed pad, with buried utilities per Section 1.4 of these Standards.

G) Skirting: Mobile home skirting must be covered by earth backfill or a finish per Section 1.4 C of these Standards. A well-designed decking that hides the skirting can take the place of earth backfill or finished appearance.

1.3 Temporary Mobile Home or Travel Trailer Use

A "Temporary Mobile Home or Travel Trailer Use Waiver" may be requested by a landowner from the GLA Architectural Committee to allow the temporary installation of a mobile home on their land while their permanent home is in the building process. At the time of review of the installation plans and prior to moving the mobile unit into the Community, the applicant must provide the GLA Architectural Committee with a written statement that the unit is to be used only as a temporary living quarters while he is in the process of building a permanent home on the parcel and that it will be removed from the Community within one year of the date of the original moving of the mobile unit into Glastonbury or within one month of completion of the permanent home, whichever comes first. The Temporary Mobile Home or Travel Trailer Use Waiver shall be for no longer than one year unless an extension is granted by the GLA Board.

A Temporary Mobile Home or Travel Trailer Use Waiver shall only be considered by the GLA Architectural Committee if the applicant is also submitting acceptable plans for the permanent home to be constructed, including an anticipated schedule of construction. Placement of the temporary mobile unit is contingent upon approval of the building plans and schedule of construction. It is recommended that the site utilities be designed and developed for the permanent home and that the mobile home be temporarily connected to those systems.

Travel trailers and RVs may not be used as permanent dwelling units. Upon approval by the GLA Architectural Committee, the Landowner of record may use a travel trailer or RV to reside in for vacation purposes (maximum of 90 days per year) provided it is connected to a water and septic system or is self-contained. Long term parking of travel trailers and RVs must be screened from sight of community roads by such means as landscaping or a garage or parked unobtrusively by the Landowner's house. Guests of Landowners may temporarily, for a period not to exceed 60 days, use travel trailers or RVs for vacation purposes without applying to the GLA for permission or a variance provided the vehicle is in the immediate vicinity of the host Landowner's home.

Temporary office trailers may be used at building sites for construction purposes on the site.

1.4 Installation Specifications

A) Pad Construction: A typical recessed mobile home pad is illustrated in Figure 1.1. The mobile home pad shall be located on stable soil which has a soil bearing capacity of not less than 1500 pounds per square foot and shall be free from organic material such as weed and grasses. Topsoil should be removed from pad site and stockpiled prior to excavation and back filling.

The finished interior floor elevation of the mobile home shall be between 8 and 16 inches above the highest exterior finish grade. Cut and fill slopes where required should have a minimum rise to run ratio of 1:2.5.

Fill material for the pad should consist of gravel, sand and binder in a proportion to ensure maximum compaction and stability. The recommended method is to place moderately

Adopted; 10 07 02

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damp fill material in even layers not more than 6 inches thick. Compact to 90% maximum density with proper compaction equipment before the next layer is placed. Fill and existing ground must be free from ice, frost, and frozen or muddy materials.

A foundation consisting of concrete strip footings constructed to the dimensions and configuration specified by the mobile home manufacturer is strongly recommended. Where a gravel pad is used, the surface of the prepared pad should consist of not less than a 2-inch layer of 1 inch minus crushed gravel and should be level to within 1/2%.

B) Utilities: All utility and fuel lines shall be installed per Section 6.03 of the Covenants. In addition, all water lines should be buried at a minimum of 6 feet to prevent freezing. Water and sewer connections shall be made below the mobile home inside of the perimeter of the recessed skirting. Heat taping and insulation of the exposed water piping beneath the mobile home is necessary for winter usage and prevention of frozen pipes. LP gas connections must be made outside of the mobile home rather than underneath in order to avoid the possible accumulation of gas in the crawl space. A two-stage regulator is recommended: one at the tank and one at the exterior of the home.

C) Backfill: Material for backfilling should be free from rocks and cobbles larger than 6 inches and compacted in 12 inch layers. Surfaces should be mounded slightly to compensate for settlement. The finished grades should provide a 5% slope away from the mobile home to allow for drainage.

1.1.5 Further Specifications and Variances

The GLA is authorized and directed to establish and publish additional specifications and standards for the installation of mobile homes in the Community of Glastonbury, including any requirements which it deems are necessary for reasons of safety, appearance and the well-being of the Community and its residents, and in order to reasonably enforce the above provisions and the Covenants.

The GLA is authorized to consider and grant variances to these standards, specifications or rules wherever, in its discretion, it believes the same to be necessary and appropriate and where such variance will not be injurious to the rest of the Community.

Adopted: 10 07 02

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PIETER AND CAROLINE GRAAFLAND
#1605-8610 Jasper Ave, Edmonton, AB, T5H 3S5, Canada
Ph: 780 420-6873, e-mail: caropiet@telusplanet.net

Edmonton, AB, September 24, 2001

To: GLA Board and Master Plan Committee
Mr. Eric Newhouse, President
Emigrant, MT, USA

Dear Sir,

We received word that your Board is planning to put in place by resolution a new, far stretching, requirement to restrict the minimum size of a lot in North Glastonbury to 2 acres.

We as owners of Lot 26 B strongly oppose to this procedure.

1. In the Land Use Master Plan, as defined a few years ago, it was agreed that the minimum lot size in Glastonbury of two acres was based on the average of the original size of the parcel. That meant that we, as owners of a 20-acre original lot, theoretically could subdivide to max. 10 home sides. We now have 5 lots and are in the process to increase that to 7 (still one less than stated in our original plan as mentioned in our January 22, 1999 letter to you, which was never been answered). With 7 lots the average lot size on lot 26, based on the original lot size of 20 acres, will than be 2.85 acres. This is still 42% above your minimum requirement of 2 acres.
2. The Master Land Use Plan has never come into effect. But this, in our opinion, does not give you any reason and/or authority to change this plan and the agreements already in place by sole resolution of your Board. This is a very important matter and should be voted on by the complete membership.
3. In our opinion your proposal is also an example of bad planning. You will make the total planning process for many of your members much more rigid and inflexible. There is no reason that a lot of, for example 1.5 acres, is not feasible and not acceptable for county and state authorities. Much depends on the individual situations. Further, in North Glastonbury there are already 11 lots of less than 2 acres. It is, in our opinion, unfair to cut of other members from having this possibility.
4. We would advice you to put in effect the Master Land Use Plan as soon as possible and let the membership vote on it. By doing so the uncertain situation which exits now will come to an end and we as members will be freed from changes and new requirements all the time (please see our letter of Jan 22, 1999).
5. We would strongly advice you not to embark on the same way as the Mother church is now on, namely to cut off the membership in partaking in the decision making process. In the Aquarium Age policies like "Father Knows Best (i.e. important decisions by resolutions of the Board) are totally outdated and not tolerable any more. We trust to receive the final Master Land Use Plan soon, including a ballot sheet.

You're Sincerely,

Pieter and Caroline Graafland

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GLA Master Plan
MEETING OUTLINE
1/15/04

The purpose of this meeting is to plan what we want to do at the Feb 21st meeting on the MP. Below is an outline of questions/points I think that we should consider. There are four main subjects. They are:

- List of landowners concerns
- Do we respond to the statements in the petition and listed in their letter about the petition?
- Do we want to review the MP based on the landowners concern?
- Review items to discuss in the MP meeting (Start of the Meeting Agenda)

1) List of Landowner's concerns
   a) Apartment buildings/Condos in residential areas –
      i) Was this planned
      ii) What is required to approve them
      iii) Advantages/disadvantages
      iv) Do we want to leave it in until landowners take it out
   b) Lack of neighborhood meetings
   c) Do not understand Table 4.5
      i) Need to have slides to explain table
   d) People do not realize how many parcels have already been subdivided
   e) This version is MUCH different than the 1998 version
      i) I asked Laura Boise who made this claim if she had a copy of the 1998 version – She said that she did
      ii) I asked her to send me a copy – Not received [Note the petition letter claims a 1999 version of MP]
      iii)
   f) Concern over the 30' maximum house height
      i) Present picture of an existing 29' log house in high south
   g) Put standards back into the MP
2) Do we address the statements in the petition?
   a) Petition states:
      i) High density development in residential areas
      ii) Increased taxes
      iii) Lowered home values
      iv) Need for mitigating factors re. developmental impact
      v) Water shortage

FILE: MPMeetingOutline
01/15/04

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vi) Sewer issues
vii) Road concerns
viii) Major changes to MP
ix) Need for 6 community meetings

b) Petition Letter
i) Plan is inadequately understood
ii) Consequences not fully assessed
iii) No community meetings
iv) If the Village Centers are for high density, why allow it in residential areas
v) Re-designation of density from 1999 MP
vi) Majority of voters are absentee owners
vii) Major tax implication
viii) Economic Impacts not assessed
ix) Impact of apartments – No clear delineation of no. of apartments allowed
x) Want layouts of impacts of high density housing
xi) Burdens of future infrastructure caused by high density housing
xii) No addressing of mitigating factors of developers such as landscaping, paths etc.
xiii) Effects on current water table

3) Do we review the MP and possible make changes?
a) Eliminate allowing High density development in residential areas
b) Improve wording to make items clearer

4) Suggested plan for February 21st meeting
a) Present MP in 4 stages
i) Present situation in Glastonburys
(1) No. of parcels subdivided
(2) Other?
ii) Why we need the MP
iii) What is different from previous MP
iv) Present MP
v) Open mtg. to comments
(1) Once per landowner until all have had their say, then may allow a second round of comments [this is so those who are vocal can not take over the meeting and not let others have their say]
(2) Denise keep track from sign in sheet
vi) Landowners vote on whether we should hold neighborhood meetings and how many [By voice or written vote?]

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GLA Master Plan
MEETING OUTLINE
1/15/04

b) Things to do for Feb 21st meeting:
   i) Finalize GLA Standards
   ii) Finalize Maps for MP
   iii) Make any changes thought needed to MP
      (1) Items we may want to change:
         (a) Define how many neighbors can stop a high density development
         (b) Require MP is reviewed in 5yrs then every 10-years thereafter
         (c) Change wording of the ¶ that says "In general, state law allows 20 acres parcels to be divided into 10 2-acres lots"
         (d) ?
   iv) Create a slide show

FILE: MPMeetingOutline
01/15/04

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The Community of Glastonbury Land Use Master Plan

GLA 01529

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LEGALEZE

Designated Properties shall be:
held, transferred, sold, conveyed, used and occupied

Subject to:
Subject to:

Covenants, conditions, restrictions,servitudes, limitations, terms, provisionss liens, charges, regulations, easements, reservations and burdens.

Binds: current ownerss, heirs, executors, administrators, successors and assigns, and successive owners, lessors or possessors of said property or portions thereof as hereinnafter provided

GLA 01530

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PURPOSE

Standards for Development

North Glastonbury
South Glastonbury

GLA 01531

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Objective o

Create a Foundation:

Thriving
Family Oriented
Community

Built in:

Beauty
Order and
Harmony

GLA 01532

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f Glastonbury Master Plan

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Community Benefits

Unifying Philosophy

Shared Vision

Magnet for Enlightened Development

'Only' One of Several Tools

Build Community from 'Various Neighborhoods'

GLA 01533

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Ultimately, the residents of Glastonbury have found that it is the ability of residents to come together in a state of heart referred to in spiritual movements East and West as "loving kindness" and with a respect for one another's values and visions. . . .community formation is not helped or hindered by the economic status of the neighborhood. They share in common an ability to multiply the strengths of the residents, to dissolve artificial divisions and to form an invincible spirit of oneness of heart and purpose.

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Our Master Planning Goal

Should Glastonbury be a:

"Happening" (Free Choice)

"Community" (Socially Cohesive)

"Commitment" (Community with Direction)

? ? ? ? ? ? ? ?

GLA 01535

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1. Residences up to 30 feet high (as high as a three story building if it has a flat or nearly flat roof.) [I think that what was envisioned here was allowing a 3-story house with steep pitched roofs and where the top floor was in the atic. We may want to clarify this in Master Plan.]
2. Single family residence with an apartment or guest house (this is the maximum number of homes/dwelling for a subdivided parcel)
3. Maximum number of homes/dwelling units of an unsubdivided parcel is one resident plus a single or duplex residence. Duplexes (by meeting minor conditions)
4. Triplexes and Quadplexes (by meeting stricter conditions)
5. Large family residential developments (after meeting fairly restrictive conditions and subject to review at a neighbor hood meeting)
6. Condominiums and apartment buildings (after meeting fairly restrictive conditions and subject to review at a neighbor hood meeting)
7. Cottage industries (as outlined in the Covenants, Section 5.08)
8. Commercial activities (as outlined in the Covenants, Section 5.07)
9. Agricultural uses (as outlined in the covenants, Section 4.0)
10. Bed and breakfast facilities are allowed with the same restrictions as a duplex
11. Note the County is allowing two people to own a property as tenatcy in common if they are family which would fit into item 3 above.

File: MemoToBoard

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Mail in Ballots for Nov. 3, 2003 Draft Master Plan
NOT IN FAVOR - AS OF 1/15/04

1) John & Pat Brettschneider/80 SG: No apartments. No condos. No trash! The vision for subdivision is not acceptable. I didn't buy here to seee it "developed" into a ticky tack pseudo subdivision. John.

2) Norma Brown/44-A NG

3) Eben Davis/ 073 SG

4) Pouwel & Miriam Gelderloos/33-A, 7-B, 7-B3 NG:
I don't approve because not all details are fully understood, without discussion and explanation.

5) Pieter & Carolina Graafland/26-B1 & 26-B2 NG

6) Donald Hansard/81 SG

7) James & Carla Ann Healy/50-AC & 50-AD NG

8) Neil A. Kremer/81-1A, 18-2, SD296; 56 SD 402; 18-B SG
Sections 3.3, 3.3.2, 3.3.3 especially tripleses, quads, condos and apartments I think needs to be okayed by an entire neighborhood if not the community as a whole—not just GLA or such larger density projects should be presented to the whol community and the individual neighborhood where it is to be sited and then granted a variance.

3.5 Building Placement – there needs to be some way to actually enforce (adjust) this during the review process. Examples: The building going in above us by Ross Fitzgerald for example sits blatantly on the edge of the ridge directly "smack" in the middle of our visual field and of anyone coming up the road. Even after being asked to observe an appropriate set-back, and agreeing to it verbally, he went ahead building on the prominent ridge anyway…

4.0 Density Projections are not acceptable.

4.0 "Village Center" plans are not acceptable unless ratified and reviewed by entire Community and GLA.

9) Per & Nina Norell/41 NG

10) Dennis & Wendy Riley/108 SG

11) Rasa Slavenas/101 SG

12) Rich Spallone/79 SG

13) Albert and Julie Vinci/ 22B
We hereby rescind our previously submitted Mail in Ballot, etc….we plan to attend the Jan 17 special meeting and have our concerns addresses at that time. Respectfully…

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GLASTONBURY LANDOWNERS ASSOCIATION, INC.

LAND USE MASTER PLAN

Beauty, Order and Harmony

11-03-03 DRAFT

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Purpose of the Glastonbury Master Plan

The purpose of the Glastonbury Land Use Master Plan ("the Master Plan") is to establish standards for the development of the communities of Glastonbury North and Glastonbury South. The objective of the Master Plan is to create a foundation for a thriving family-oriented Community built in beauty, order and harmony. This Master Plan benefits the Community by establishing a unifying philosophy and shared vision that creates a magnet for enlightened development. By providing guidelines and standards that specify the type and character of development allowed in specific areas, the Master Plan enhances the quality of development in the Community. It also supports property values by encouraging attractive growth and appropriate commercial and institutional activity.

Due to its limitations as a static document, the Master Plan is simply one of several tools to build a Community from the various neighborhoods that compose Glastonbury. Ultimately, the residents of Glastonbury have found that Community is the ability of residents to come together in a state of heart referred to in spiritual movements East and West as "lovingkindness" and with a respect for one another's values and vision. History has shown that the formation of communities has not been helped or hindered by the economic status of the neighborhoods in which they are found. They have been formed everywhere, from ghettos to exclusive neighborhoods. What communities have in common is the ability to multiply the strengths of the residents, to dissolve artificial divisions and to form an invincible spirit of oneness of heart and purpose. This Master Plan has been created as a step toward forming a Community of Glastonbury.

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Glastonbury Landowners Association, Inc
Land Use Master Plan

TABLE OF CONTENTS

1.0 General Area Information 1
1.1 Description of Location 1
1.2 Description of Glastonbury 2
2.0 Reserved 7
3.0 Residential Area Design 9
3.1 General Comments 9
3.2 Single Detached Residential 9
3.3 Multiple-Family Residential 9
3.3.1 Duplexes 10
3.3.2 Triplexes and Quadplexes 10
3.3.3 Large Multiple-Family Residential, Condominiums and Apartments 10
3.4 Mobile Homes 11
3.4.1 General Standards 11
3.4.2 Travel Trailers 11
3.4.3 Single-Wide Mobile Homes 11
3.5 Residential Design Standards 11
3.6 Residential Design Recommendations 13
4.0 Description of Residential Topographical Areas and Density 15
4.1 Overview 15
4.2 Single-Family Residence Variance 15
4.3 Minimum Size of Subdivided Tract or Lot 15
4.4 Major Density Changes 15
4.5 Residential Topographical Areas and Density Schedule 19
5.0 Administration 21
5.1 Governing Documents 21
5.2 Definition of Terms 21
5.3 Master Plan and Project Review Committee 22
5.4 Project Fees 22
5.5 Subdivision Approval Process 22
5.6 Codes 23
5.7 Disclaimer 23

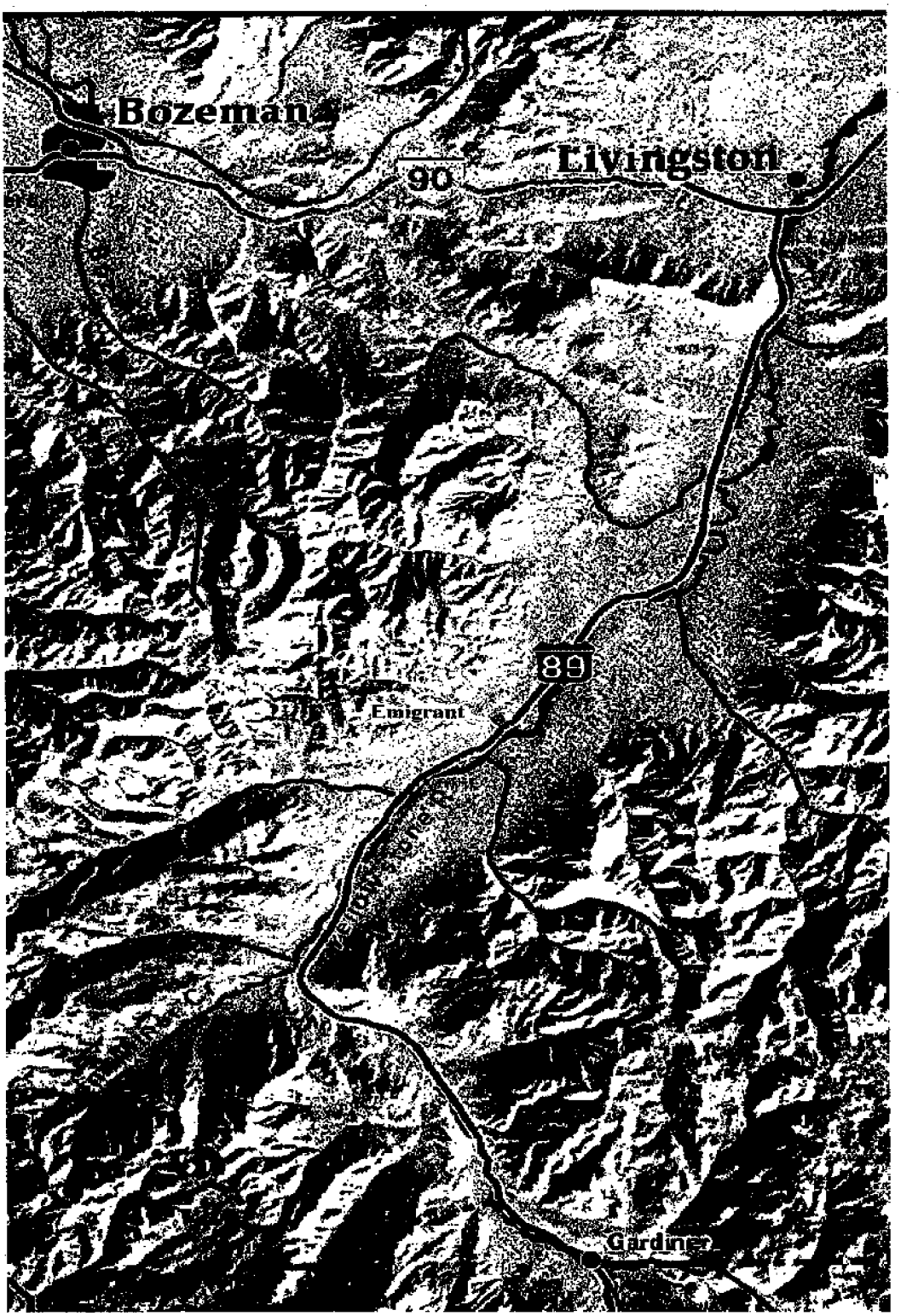
LIST OF MAPS

Map 1: Vicinity Map i
Map 2: Glastonbury North 3
Map 3: Glastonbury South 5
Map 4: Residential Topographical Areas and Density – North 17
Map 5: Residential Topographical Areas and Density – North 18

11-03-03 Draft
Printed 11/07/03
File: MasterPlan.110303editedRev2.doc

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Map 1: Vicinity Map



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1.0 General Area Information

1.1 Description of Location

The Community of Glastonbury is located in Paradise Valley and the foothills of the Rocky Mountains in the southern half of Park County in southwestern Montana. It is approximately 25 miles south of Livingston and 30 miles north of Yellowstone National Park. The famous Yellowstone River meanders through the center of the valley, providing a serene foreground to the dramatic backdrop of the Absaroka Range to the east and the Gallatin Range to the west.

As early as the 1820s, fur trappers came to trap beaver in what was then the country of the Shoshone and Crow. In the mid-1800s, when the area was trapped out, gold prospectors started arriving. The first groups of permanent settlers arrived in Park County to prospect for gold in the 1860s. When the mines in the mountains east of the Yellowstone River proved not as productive as hoped, many of the immigrants stayed to ranch and farm in the fertile valley. The timber industry developed to service the mines and the railroad and to build boats for river traffic.

The Northern Pacific Railroad ran a spur from Livingston down to Yellowstone National Park, finishing the line in 1902. The line ended its passenger service in 1948 due to the increasing use of automobiles to visit the park.

Agriculture and timber continue to be major sources of livelihood in Park County. The rest of the economic base is the railroad, light industry, dude ranches, the tourist trade (rafting, hunting and fishing) and community services. The only five-star dude ranch in Montana is located in Paradise Valley. Livingston is also an art center, with several galleries showing the work of internationally known artists. A new and growing segment of Park County's economy is telecommuting businesses.

The town of Emigrant has several restaurants and small stores, a gas station and car wash, a laundromat, a bank, a community meeting hall, a church and a post office. Fire protection is provided by the Paradise Valley Volunteer Fire Department, located one mile east of Emigrant. Police protection is provided by the Park County Sheriff's Department.

Glastonbury North offers the Thomas More Montessori Preschool, Thomas More Elementary School for grades 1- 6, and Henry Wadsworth Longfellow Academy, currently for grades 7 - 10. The closest public elementary school, Arrowhead, is located 10 miles north and east on East River Road. The nearest high school is in Livingston, which also has grade schools, a hospital, retail stores, restaurants, museums, a bus depot and motels. The town of Gardiner, with motels, stores, gas stations and restaurants, is located 30 miles south of Emigrant, at the north entrance of Yellowstone National Park. The nearest national airport, Gallatin Field, is located just west of Bozeman, approximately 60 miles northwest of Emigrant.

This area of Montana is a recreation paradise, world-famous for its trout fishing, big game hunting and wildlife viewing. The Yellowstone River offers diversified rafting experiences, from the rapids of Yankee Jim Canyon north of Gardiner to a sedate float through the center of the valley. The nearby Forest Service lands and Yellowstone National Park offer many opportunities for hiking, camping and cross-country skiing. Bridger Bowl in Bozeman and Big Sky Resort in

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Big Sky are nearby downhill ski meccas. Historic Chico Hot Springs Resort, at the base of Emigrant Peak approximately 5 miles east of Emigrant, offers a nice soak in a hot pool and a swimming pool with warm water piped in from a natural hot spring. Also in the area are the Mountain Sky Guest Ranch and numerous bed and breakfast accommodations.

Glastonbury is divided into two communities, North and South. North Glastonbury has two entrances, one at Emigrant and the other half a mile north. The South Glastonbury entrance is 3 miles south of Emigrant, off Dry Creek Road.

1.2 Description of Glastonbury

The Glastonbury communities are two former cattle ranches about two miles apart, purchased in 1982 by Royal Teton Ltd. The communities are bordered on the west by National Forest lands and on the north and south by operating cattle ranches. Residents of Glastonbury should be aware that these ranches are free to pursue normal agricultural practices in their operations, which may affect neighboring Landowners. Royal Teton Ltd., the initial developer, subdivided the ranches into 20-acre or larger parcels, built gravel roads (some of which have since been paved) and installed underground power and telephone service.

Most water in the communities is drawn from individual wells that vary in depth from 80 to over 400 feet.Wells in the higher elevations have generally been deeper than wells in the foothill and plateau areas. Sewage disposal is individual septic tanks and drainfields. In 1997 the property began phasing out of long-term leased land to that of fee simple ownership. The Glastonbury Landowners Association Inc. (GLA) was formed to take over the administration of Glastonbury from Royal Teton Ltd.

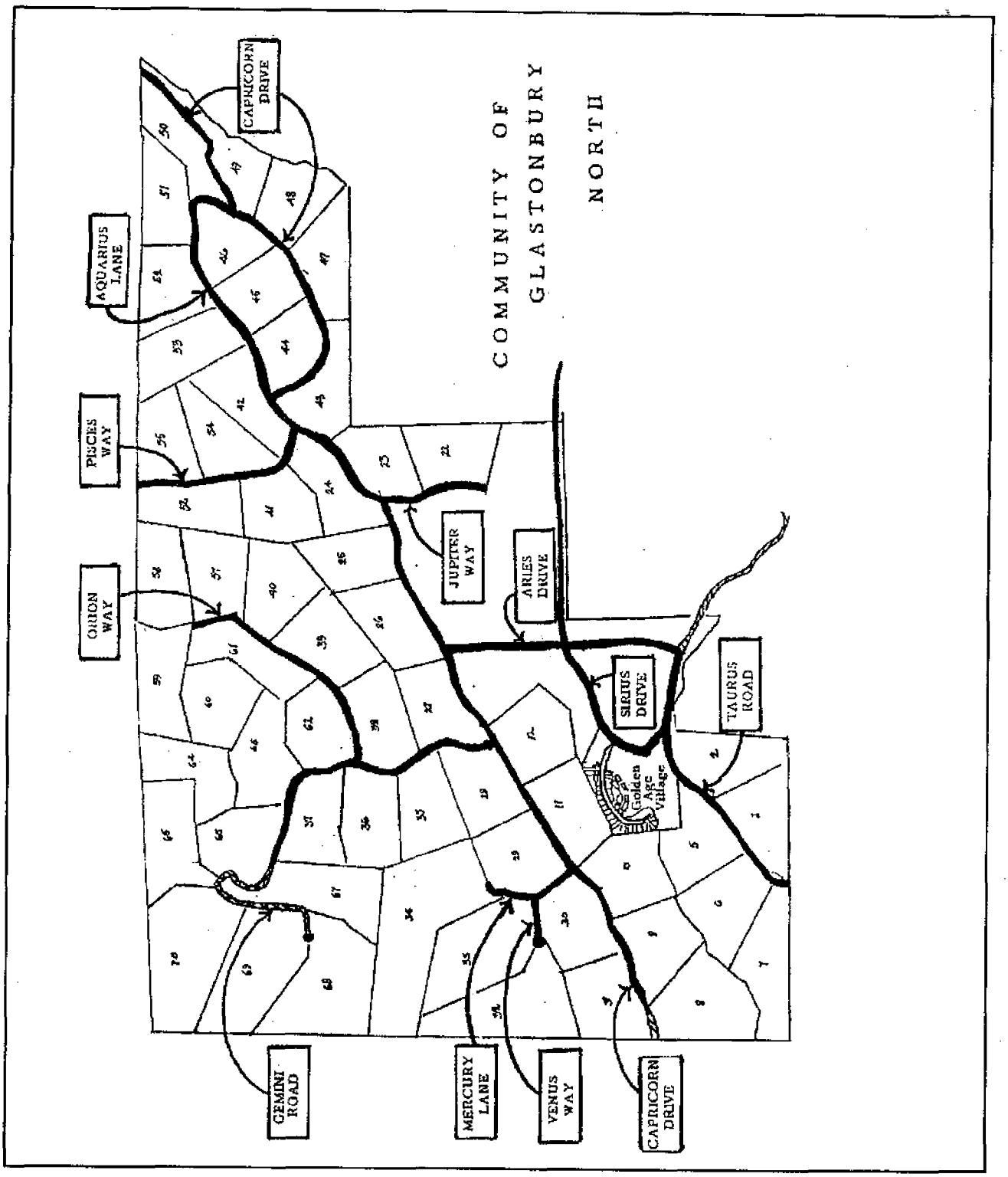
Glastonbury North, the former Fridley Creek Ranch, consists of 1,545 contiguous acres which were originally divided into 54 parcels as depicted in Certificate of Survey 615A. It extends from the 5,000-foot level near the valley floor up to the 6,000-foot elevation on its common border with the Gallatin National Forest. The general topography within the Community ranges from the relatively gentle sloping terrain of the valley to moderately rolling foothills to the canyons and steep hills of the rocky forested areas. The vegetation ranges from cropland and grass to grass and sagebrush fields in the lower elevations, to evergreen forests in the higher elevations. Fridley Creek runs through one side of the Community, along with numerous springs and drainages.

The plateau area of Glastonbury North sits well above and to the north of Emigrant and is shielded from U.S. Highway 89 by a rocky ridge. These plateau areas are generally wide open and feel the southwest winds the most. A small area of the plateau has a natural shelter belt created by Fridley Creek.

Glastonbury South, the former Dry Creek Ranch 3½ miles south of Emigrant, consists of 2,613 contiguous acres that were originally divided into 104 parcels as depicted in Certificate of Survey 616A. It extends from the 5,000-foot level near the valley floor up to the 6,700-foot elevation on its 2-mile common border with the Gallatin National Forest. The general topography

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Map 2: Glastonbury North



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within the Community ranges from the relatively gentle sloping terrain of the valley to moderately rolling foothills to the canyons and steep hills of the rocky alpine areas. The vegetation ranges from cropland and grass to grass and sagebrush fields in the lower elevations, to evergreen forests in the higher elevations. Dry Creek and Golmeyer Creeks traverse parts of the Community, along with numerous springs and drainages. Golmeyer Creek has a beautiful waterfall within sight of Hercules Road in the forested area.

The plateau area of Glastonbury South begins at its entry off U.S. Highway 89. Much of this plateau area will remain agricultural and serve as a buffer between the highway and the developed parts of the Community. This plateau area has a natural shelter belt created by tall trees along Dry Creek to the south and a hilly area to the north.

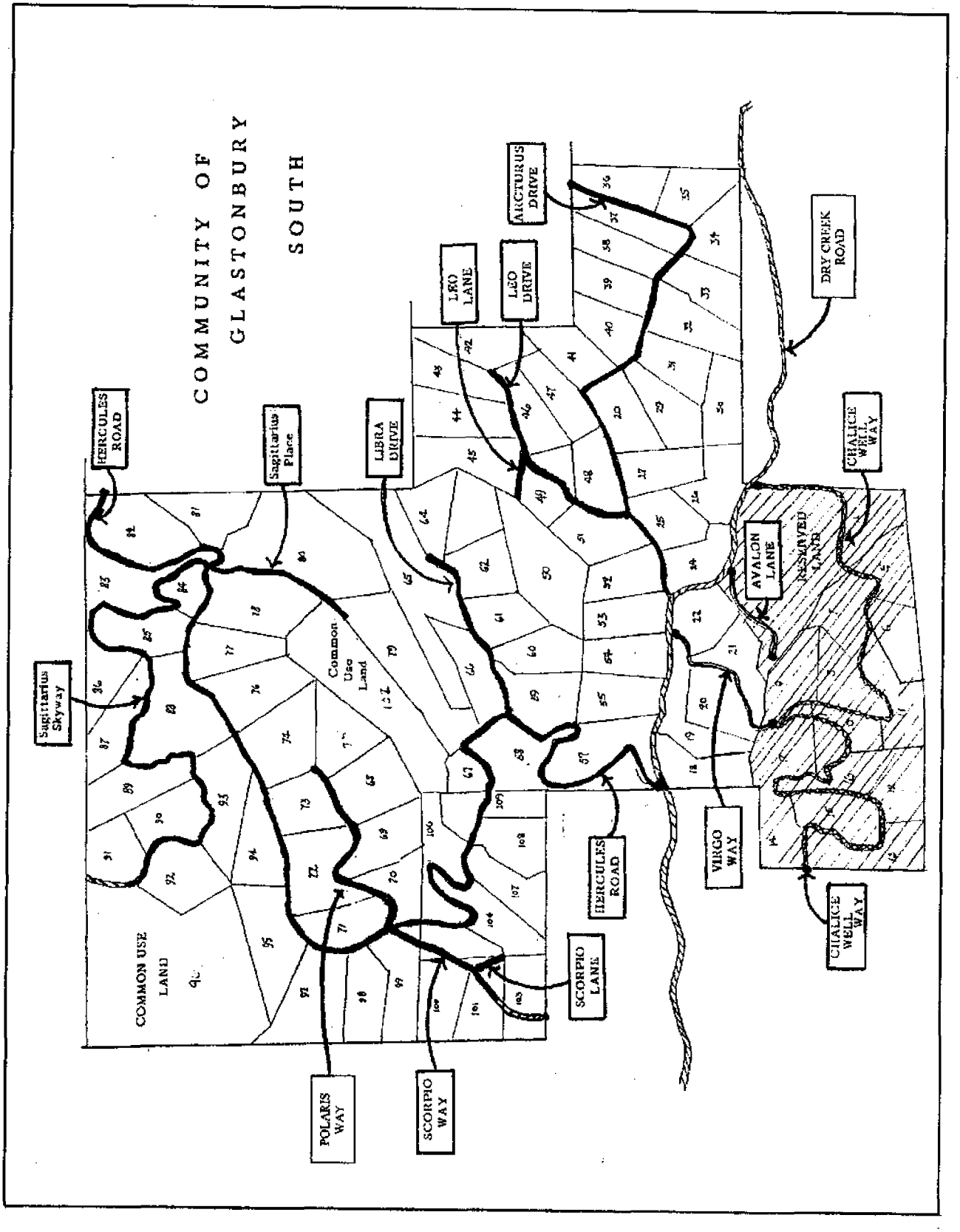
The middle area of both Glastonbury North and South is moderate foothills with grass- and scrub-covered slopes ranging between 5 percent and 20 percent grade. This rolling landscape is pocketed with flatter hollows and sheltered areas. Many parcels have dramatic panoramic views of the Yellowstone River and the mountains ringing Paradise Valley. Most of the areas, even in the hollows, have views of 10,921-foot-high Emigrant Peak in the Absaroka Range to the east and 10,299-foot-high Hyalite Peak in the Gallatin Range to the west.

The higher elevations of Glastonbury North are partially forested and in Glastonbury South the higher elevations range from forested to alpine. Almost 40 percent of Glastonbury South is forested. This rugged landscape is characterized by fir, pine, aspen and juniper trees that fill the draws and hug the leeward sides of the hills. The forests are interrupted by grassy meadows, steep rocky ridges, canyons and rock outcroppings. The forested area receives more rain and snowfall than the foothill and plateau areas.

Glastonbury enjoys much of Montana's wildlife. Mule deer regularly traverse Glastonbury traveling from the forests to the hayfields near the Yellowstone River. The forested areas provide cover for occasional herds of elk and are home to chickadees, Clark's nutcrackers, pine siskins and other hardy birds; small mammals such as squirrels, raccoons, porcupines and ferrets; and occasionally larger mammals such as mountain lions or black bears. The grasslands are home to voles, cottontail rabbits, hares, skunks, grouse and hawks. The spring sees the yearly return of song sparrows, goldfinches, mountain bluebirds, meadowlarks and swallows. In the autumn, bald and golden eagles can frequently be seen hunting and fishing along the Yellowstone River.

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Map 3: Glastonbury South



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2.0 Reserved

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3.0 Residential Area Design

3.1 General Comments

The development of the Residential Area was previously determined only by parcel maps, the Covenants of the Community of Glastonbury, and Standards adopted by the Glastonbury Project Review Committee (PRC). Many of these parcels have been purchased and developed. The Glastonbury Landowners Association (GLA) is responsible for enforcing the Covenants in effect prior to September 30, 1997, and Standards for building work done prior to June 16, 1997, along with the Restated Covenants for building projects seeking approval after September 30, 1997. The GLA is also responsible for enforcing the Land Use Master Plan.

Following the May 28, 1993, settlement with Park County, no new tenancy-in-common interests, except between immediate family members, are allowed in the Community of Glastonbury.

3.2 Single Detached Residential

Single residential buildings in Glastonbury have a wide latitude in their design. The height restriction is 30 feet above ground level of the predominant view of the building. Requests for variances to this restriction shall take into consideration how a building is situated in the landscape, the predominant view of the house, and the character of the neighborhood. For example, a house backing up to a mitigating natural feature, such as a hillside or tall trees, might conceivably be allowed to have a daylight basement, two stories and a third floor attic with dormer windows.

Single detached residences and their outbuildings are the only buildings allowed outside the Village Center area that do not need to meet the performance criteria listed in Section 3.3 that are not also listed in *Section 3.5, Residential Design Standards.*

The Covenants Section 5.07 and 5.08 govern the allowance for cottage industries and light industrial. The Covenants Section 4 governs agricultural land use.

Single-family residences with an apartment are allowed in the single residential area. Bed and breakfast facilities will be considered under the Multiple-Family Residential criteria for duplexes listed in Section 3.3.

Maximum residential development for an unsubdivided parcel is limited to one single-family residence and one additional single or duplex residence, both owned by the parcel owner. Maximum residential development for a subdivided parcel is limited to one single family residence and one guest house, both owned by the parcel owner. A formal subdivision, prepared and approved in accordance with the applicable regulations of the Community of Glastonbury, Park County and the Montana Department of Environmental Quality (DEQ), must be completed by a parcel owner in order to increase residential density to the values shown in *Section 4.6, Schedules of Residential Topographical Areas and Density.*

3.3 Multiple-Family Residential

An application for multiple-family residence in Glastonbury outside the Village Center will be considered by the PRC to determine if the project meets the performance criteria listed in this

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Section. Large projects in areas outside the Village Center will be reviewed in a public hearing. The GLA will mail notice of the hearing to neighboring Landowners within 300 feet of any boundary of the applicant parcel and post notices in prominent areas at least 15 days prior to the meeting.

The following subsections present the criteria and considerations that a development must meet for duplexes, triplexes, quadplexes, large multiple-family residential, condominiums and apartments outside the Village Center. Refer also to *Community Standards: Section 2.0, Subdivision Standards* and surrounding land use considerations.

3.3.1 Duplexes

1. Access; parking facilities
2. Fire protection buffer area extending 35 feet from the building maintained weed/brush-free
3. Class A roof material

3.3.2 Triplexes and Quadplexes

1. Access; impact on road usage, community services and nearby properties
2. Adequate parking facilities with a setback of 35 feet from the Community road easement
3. Consideration of nearby neighbors and minimal visual impact on surrounding land use
4. Building designed to look like a house
5. Landscaping provisions
6. Fire protection buffer area extending 35 feet from the building maintained weed/brush-free
7. Class A roof material
8. Setback requirements:
   - 75 feet in the front or from any Community road easement
   - 50 feet on the side and at the back from any parcel, tract or lot boundary
9. Ability to meet necessary water and septic system requirements
10. The number of units may not exceed the density for the topographical area without support of affected neighbors.

3.3.3 Large Multiple-Family Residential, Condominiums and Apartments

1. Access; impact on road usage, community services and nearby properties
2. Adequate parking facilities with a setback of 35 feet from the Community road easement
3. Building designed to look like a house
4. Fire protection buffer area extending 35 feet from the building maintained weed/brush-free
5. Class A roof material
6. Water reservoirs (if not already available) and landscaping for fire protection
7. Landscaping provisions, including:
   - Usage of tree- and/or brush-covered berms if within 150 feet of neighbor's building
   - Mitigation of view of all buildings in the project from any given location by building placement or tree- and/or bush-covered berms
   - Minimum landscape buffer of berms, trees and/or the building itself to mitigate view of parking from the Community road
   - Minimum landscape buffer 1.5 times the square footage of the footprint of the building developed and maintained around the building
8. Copy of project's homeowners association Articles of Incorporation or Association, covenants or similar agreement showing specific provisions to assess homeowners for

Also place here

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maintenance, and showing responsibility of homeowners association to maintain building exterior in like-new condition

9. Building setback requirements: 75 feet in front or from any Community road easement; 50 feet on the side and back from any parcel, tract or lot boundary
10. Ability to meet Montana DEQ water and septic system requirements. Central potable water supply and sewage treatment will allow more density in the project.

3.4 Mobile Homes

3.4.1 General Standards

Prior to June 16, 1997, mobile homes were allowed in the Residential Area under certain conditions. With the adoption of the Master Plan, no mobile homes older than 10 years will be allowed to be placed in the Community of Glastonbury. Only mobile homes with a minimum width of 28 feet and in good condition, adhering to the Mobile Home Standards listed in Community Standards, Section 1.2-A, C, D and E may be brought into the Community of Glastonbury, except as listed in Section 3.4.3 below. In order to assist the owners of existing mobile homes, sketches are provided showing how to bring the mobile homes up to standard. Refer to *Community Standards, Section 1.0 Mobile Homes Standards,* for requirements for mobile homes in the Community.

Park County regulations pertaining to the installation of mobile homes provide that the placement of "...more than one mobile (home) on a tract of record shall be reviewed..." as a subdivision. Under this regulation the definition of a mobile home does not include a modular or factory-built building.

3.4.2 Travel Trailers

Travel trailers are not allowed in the Community of Glastonbury as residential units.

3.4.3 Single-Wide Mobile Homes

A single-wide mobile home currently on a parcel may be replaced by a mobile home with a minimum width of 28 feet that adheres to all other requirements of *Community Standards, Section 1.0 Mobile Home Standards*. Variances may be applied for if the replacment mobile home is a substantial improvement from the original.

3.5 Residential Design Standards

The following design standards are provided to establish a standard for future neighborhood development, while allowing for creativity and innovation in architecture. These are the standards that the GLA and the PRC use to review proposed projects. All structures built before the adoption of this Master Plan are governed by the standards established by the original developer and used by the original Glastonbury Project Review Committee.

Variances: The PRC is authorized by the GLA to consider variances to these standards. The PRC shall not unreasonably deny a variance if it meets architectural design standards acceptable to the PRC and/or proposes mitigating steps that allow for fulfilling the spirit of the design requirements. Variances may be granted where the PRC believes it is necessary and appropriate and where such variance will not be injurious to the rest of the Community. Significant variances

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will be reviewed by the PRC at a public meeting. Neighboring Landowners will be given a minimum of two weeks' notice of such meeting.

Project Review: Before any on-site construction may commence, review and approval of all projects within the Community of Glastonbury is required by the PRC for the GLA Board of Directors per Section 6.01 of the Covenants. No building materials or structures may be placed on any site, nor shall building work commence, until written approval is received from the PRC. For more details, see Section 4. Submittals for PRC review must be complete as described in the project application form before a final decision can be rendered.

New applications for building projects will be reviewed by the GLA within 4 weeks of receipt of the application to determine compliance with the applicable standards and performance criteria in Section 3. Major construction projects will be reviewed in a public hearing. Notice of the hearing will be mailed to affected neighboring Landowners and notices posted in prominent areas at least 15 days before the meeting.

After the Landowner's submission of all required materials, the PRC will give the applicant a written response which may include the following:

A) Preliminary approval to start construction, subject only to final review upon completion;
B) Preliminary approval subject to conditions and final review;
C) Recommendations for changing or improving the plans to meet standards;
D) Tabling the application pending resolution of issues or submittal of additional information; or
E) Disapproval based upon failure to meet minimum standards, inconsistency with the Covenants or a finding of an inappropriate multiple-family residential building project.

Codes: Refer to Section 4.8.

Building Placement: The placement of buildings shall be responsive to the existing features of terrain, drainage patterns and nearby residences. It is recommended that views, sun and wind exposure be taken into account also. Generally, buildings shall be set back from the ridges and hilltops so that the building is not the predominant feature of the landscape.

Electric and Telephone Service: All electric and telephone cabling shall be buried as per Section 6.03 of the Covenants.

Institutional Activity: Institutional and quasi-public activities, improvements and structures, such as high schools, churches, hospitals, museums, libraries, fire stations, community centers and public service structures shall be allowed only in the Village Center area. Businesses such as properly licensed day-care centers, small preschool or grade schools, and professional services are governed by the Covenants Sections 5.07 and 5.08.

Shelters: Owners of partially completed shelters must correct any hazardous or unsightly conditions and uncompleted site restoration and landscaping resulting from any unfinished work. This work includes, but is not limited to, open excavations, steep embankments, ungraded excavated material, metal debris and poorly sealed openings to underground chambers. A plan

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with a realistic construction implementation schedule correcting such hazards must be submitted to the GLA within one year after approval of this Master Plan. The plan must address all uncompleted exterior work and will be subject to on-site inspection by the PRC. The plan will be approved by the PRC within 90 days of receipt of a complete and acceptable plan. A shelter will have up to one year from the approval date to complete all work described in the approval implementation plan.

3.6 Residential Design Recommendations

Landscaping: Overall landscaping is recommended to blend with or enhance the existing natural landscape. Use of plants that survive well in the cold and dry Rocky Mountain zone reduces necessary watering and enhances the natural setting. Landscape elements can be used to maintain the open atmosphere, add necessary windbreaks or soften the impact of buildings, driveways and parking areas. Deer-proof plantings such as spruce and wild flowers are also recommended near buildings. Refer to *Community Standards, Section 4*.

Orientation: It is recommended that residences be placed in a planned unit development that retains maximum open spaces and natural features. This design utilizes natural features of the parcel to create greenways and park-like settings for neighborhoods. In addition, solar exposure and prevailing wind direction should be considered.

Roof Overhangs: Roof overhangs are recommended to be a minimum of 2 feet measured in the horizontal direction in areas of pedestrian traffic.

Building Extensions: Extensions of the main building, in the form of balconies, decks or covered walkways to detached buildings, are encouraged. These design elements provide visual interest and add appreciable protection from wind and inclement weather.

Liquid Propane (LP) Gas Tanks: It is recommended that LP gas tanks be screened from view by landscaping, fencing or some other creative manner that does not cause deterioration or have the potential to trap gas and cause an explosion hazard. Underground tanks made especially for burial shall be installed according to manufacturer's recommendations, including cathodic protection and cathodic test station.

Metering Devices and Transformers: Outdoor metering devices, transformers and utility apparatus are recommended to be concealed from the view of public spaces or neighboring properties.

Driveways and Parking: Driveways and parking areas are recommended to be concrete, asphalt or gravel.

Nuisances and Eyesores: All storage containers, unused vehicles, abandoned travel trailers and inactive excavations in open view of the platted roads or other parcels shall be considered a nuisance and an eyesore under Section 5.05 of the Covenants.

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4.0 Description of Residential Topographical Areas and Density

4.1 Overview

The topographical areas and density schedules flow from the topography and location of individual parcels. A parcel's capacity for development is also determined by access, road snow removal, fire protection, visual impact and surrounding land use. The *4.6 Schedule of Residential Topographical Areas and Density* creates a framework whereby the Landowners gain a level of stability in knowing what to expect in the growth of the neighborhood. Orderly growth promotes beauty and harmony. The overall effect is to preserve the rural residential character of neighborhoods, while encouraging sound and creative growth. By allowing various densities of development in the Residential Areas, the Master Plan allows a wide variety of residential development that can respond to individual and market demands.

Generally, the building density is scheduled for single-family residences, with the highest density set at 1 dwelling unit per 2 acres, which would allow 10 units on an original 20-acre parcel. A cluster development allows for a slightly higher density by building the dwelling units closer together and using a central public potable water system and a public wastewater system. This promotes a greater retention of open space and helps to preserve the rural atmosphere of Glastonbury. The limit of five houses per original parcel, which has been the de facto development density of Glastonbury, was because a maximum of five tracts were allowed under the State's minor subdivision classification.

4.2 Single-Family Residence Variance

Properties within the topographically defined areas of Glastonbury are unique and may utilize a higher building density than is denoted in the *4.6 Schedule of Residential Topographical Areas and Density*. The PRC, after taking into consideration input from neighboring Landowners, shall not unreasonably deny variances for lot sizes smaller than minimum sizes or for additional single-family residences if the new building sites meet acceptable water and septic system requirements set forth by the Montana DEQ or its successor, have minimal impact on Community roads, and are not visible from a Community road. Variances for building sites in view of Community roads will be considered during a meeting that is noticed to the affected neighboring Landowners.

4.3 Minimum Size of Subdivided Tract or Lot

The minimum size for a subdivided tract or lot within any of the denoted Topographical Areas shall be as noted in *4.6 Schedule of Residential Topographical Areas and Density*. The criterion for accepting a subdivided piece of land at the minimum lot size is that the nearby tracts or lots subdivided from the original parcel are larger than the minimum average acreage described in *4.6 Schedule of Residential Topographical Areas and Density*, or that the proposed tract or lot meets the criteria listed in 4.2 or is in a cluster housing development.

4.4 Major Density Changes

To allow for changes in the Community, major changes to the density schedule may be initiated by Landowners of a neighborhood by applying to the GLA. A neighborhood may be defined as anything larger than three contiguous original parcels. A public meeting will be held on the change and the proposal will be brought before the Landowners by the GLA for a vote in

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the same manner as the Master Plan's original adoption per Section 2.06 of the Covenants. Variances for multi-family building projects in a single-family residential area are covered in Section 3.4.

The categories used in the Residential Topographical Areas and Density Schedule are as follows:

A. Lower Plateau Area: This is the relatively flat benchland in the lower elevation with easy access and low to medium visual impact. Only a few parcels in the Lower Plateau area of Glastonbury South are visible from the highway, thus screening most of the developments.

B. Lower Hilly Area: This area is hilly with medium access.

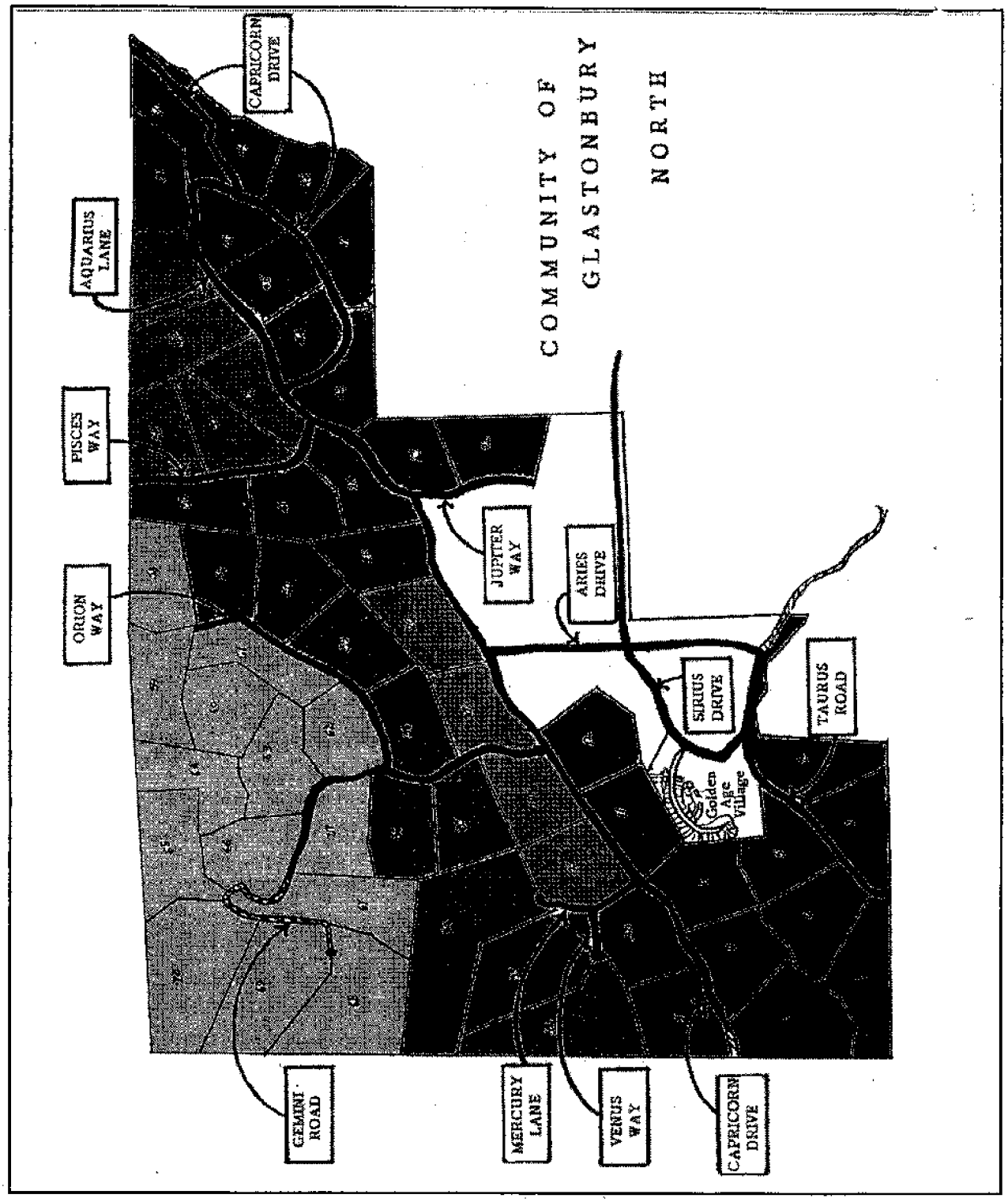
C. Middle Hilly Area: In this area, access is medium to poor and snow removal is more difficult. On some parcels in this area and the Upper Hilly Area, the visual impact is high if the building site is on the hillside with an unimpeded view of the highway.

D. Upper Hilly Area: These are limited development areas because of difficult access, steep slopes and challenging terrain. This area is a mix of forest and meadows.

E. Alpine-Forested Area: Development is very limited in this area due to poor access; steep slopes, rock outcroppings and narrow canyons; high fire danger and limited fire protection; and limited snow removal, which could limit winter access.

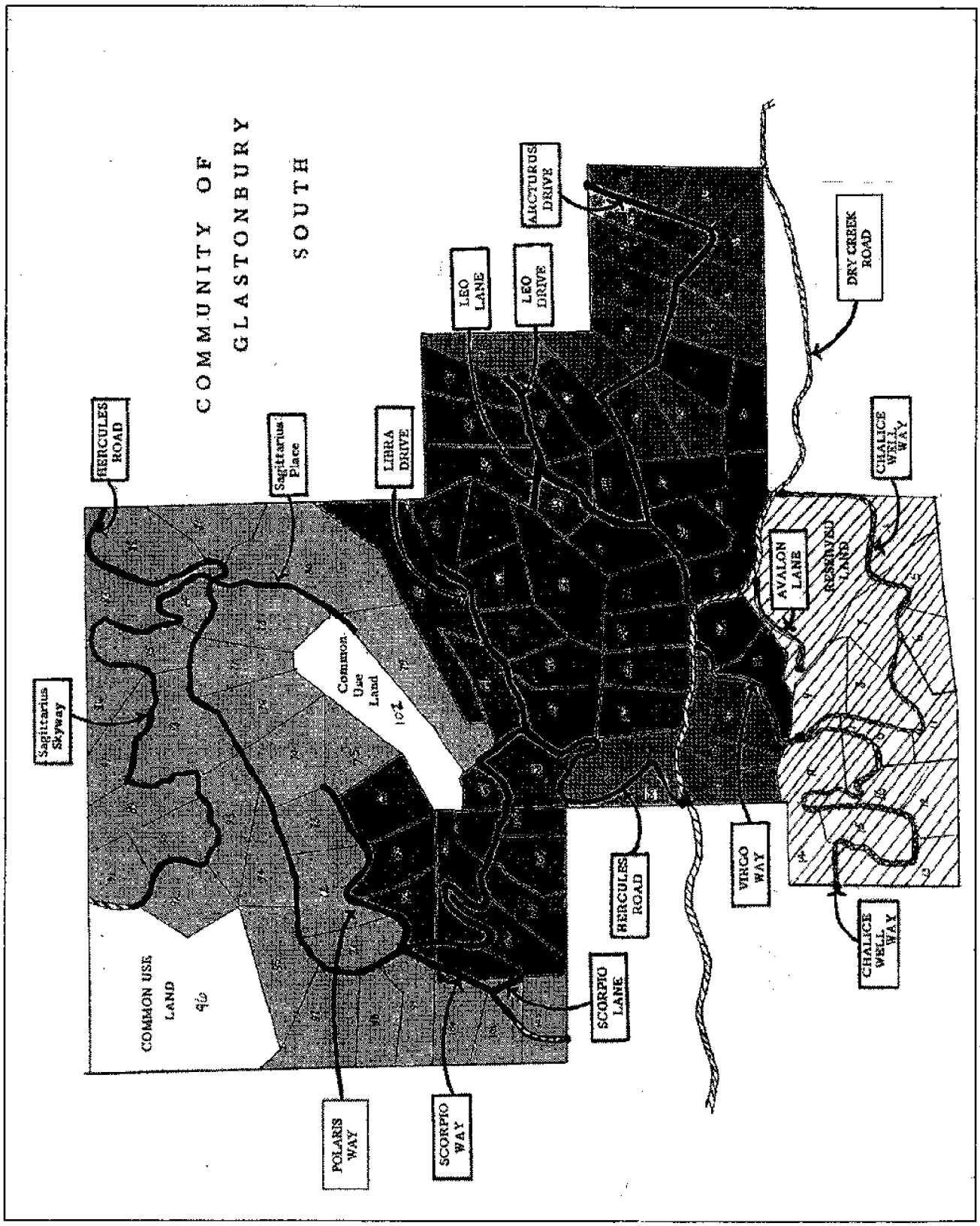
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Map 4: Residential Topographical Areas and Density – North



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Map 5: Residential Topographical Areas and Density – South



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lots a 20 acre parcel can be subdivide
Put max # ~~dwelling~~ units on ea. parcel

4.5 Residential Topographical Areas and Density Schedule

Topographical Description and Parcel Numbers	Minimum Avg. Acres per Tract/Lot[1]	Minimum Acres per Tract/Lot[1]	Maximum Height	Setbacks		
				Front	Sides	Rear
Lower Plateau Area **North**: 1, 2, 5, 6, 7, 8, 9, 10, 11, 12, 22, 23, 24, 25, 30, 31, 41, 43, 44, 45, 46, 47, 48, 49, 50, 51, 56 **South**: 20, 23, 28, 29, 32, 33, 34, 35, 36, 37, 38, 39, 40, 41	2.85	2	30 ft	25 ft	25 ft	25 ft
Lower Hilly Area **North**: 26, 27, 28, 29, 42, 52, 53, 54, 55 **South**: 21, 22, 24, 25, 26, 27, 30, 31	3.3	2	30 ft	25 ft	25 ft	25 ft
Middle Hilly Area **North**: 32, 33, 34, 35, 36, 38, 39, 40, 57 **South**: 18, 19, 42, 56, 57	4.0	2	30 ft	25 ft	25 ft	25 ft
Upper Hilly Area **North**: 37, 58, 59, 60, 61, 62, 63, 64, 65, 66, 67, 68, 69, 70 **South**: 43, 44, 45, 46, 47, 48, 49, 50, 51, 52, 53, 54, 55, 58, 59, 60, 61, 62, 63, 64, 65, 66, 67, 68, 69, 70, 104, 105, 106, 107, 108, 109	5.0	4	30 ft	25 ft	25 ft	25 ft
Alpine-Forested Area **South**: 71, 72, 73, 74, 75, 76, 77, 78, 79, 80, 81, 82, 83, 84, 85, 86, 87, 88, 89, 90, 91, 92, 93, 94, 95, 97, 98, 99, 100, 101, 103	10.0[2]	10.0[2]	30 ft	25 ft	25 ft	25 ft
Common Use Land **North**: Tract 1 of COS 1173 **South**: 96, 102	None	N/A	N/A	N/A	N/A	
Golden Age Village Parcels: North Lots 1-49 on portions of 3, 4	N/A	N/A	1 story	15 ft	5 ft	5 ft

1. For all parcels not in tenancy-in-common before May 28, 1993, a formal subdivision, prepared and approved in accordance with applicable regulations of the Community of Glastonbury, Park County and Montana Department of Environmental Quality, must be completed to increase original parcel residential density to more than two residences owned by the parcel owner.

The "minimum average acres per tract/lot" is the maximum average density of development for any given parcel as defined by COS 615A, 616A, 883, 981 and 1173. Individual tracts in the subdivision of a parcel may be smaller, so long as the overall maximum density of the original parcel is maintained. No tract/lot can be less than one acre (except for a tract containing only one emergency fallout shelter).

2. Due to rugged terrain and limited road access, the minimum tract size shall be 10 acres. Tenancies-in-common created before May 28, 1993, may be subdivided to a maximum number and size of tracts determined by the number and percentage of ownership interests of the tenancy-in-common. Immediate family members will be considered one interest. Further subdivisions above the Scorpio-Polaris intersection may not be allowed by Park County due to the narrow width of Community roads.

Note: Min average acre per lot is governing criteria

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5.0 Administration

5.1 Governing Documents

In addition to this Glastonbury Land Use Master Plan, all Landowners and prospective Landowners are responsible for being familiar with the Restated Declaration of Covenants, herein referred to as the "Covenants," the Bylaws and the Articles of Incorporation of the Glastonbury Landowners Association. These legal documents are available upon written request addressed to the GLA: Legal Forms, P.O. Box 312, Emigrant, MT 59027. The GLA expects Landowners to take responsibility for making their renters or guests aware of and abide by the Covenants.

Upon the Master Plan's adoption, changes to the Master Plan will be in accordance with Section 2.06 of the Covenants of the Community of Glastonbury. Any variances in the Master Plan must be in accordance with Section 12.01 of the Covenants.

5.2 Definition of Terms

Except as may be modified or substituted below, all definitions included in the Restated Declaration of Covenants for the Community of Glastonbury are incorporated in the Master Plan by reference. For the purposes of the application, administration and enforcement of the policies and standards of the Master Plan, important terms are defined as follows:

Lot. Any newly created subdivision of land from a subsequent subdivision of any Tract which was subdivided from an Original Parcel in the Community of Glastonbury.

Mobile Home. A factory-assembled structure or combination of structures, equipped with necessary service connections and made so as to be readily movable as a unit or units and on its (their) own running gear and designed, used and installed as a dwelling unit without a permanent foundation. All mobile homes constructed after June 15, 1976, are required to have a red HUD sticker on the structure (Park County Subdivision Reg., June 1993). A mobile home does not include a modular or factory-built building.

Mobile Home Park. A tract of land providing two (2) or more mobile home lots for lease or rent to the general public (Park County Subdivision Reg., June 1993).

Modular or Factory-Built Building. A factory-assembled structure or structures equipped with the necessary service connections, but not made to be readily movable as a unit or units and designed to be used with a permanent foundation. "Factory-built building" does not include manufactured housing constructed after June 15, 1976, under the HUD National Mobile Home Construction and Safety Act of 1974 (Park County Subdivision Reg., June 1993). Modular or factory-built buildings also include those units constructed or approved in accordance with the Uniform Building Code as adopted in Montana (Sec. 50-60-402, MCA).

Original Parcel. Any parcel that was included in any of the original or revised Certificates of Survey establishing the parcels or realigning the boundaries between parcels in the Community

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of Glastonbury, including, but not limited to COS 615A, 616A, 883, 884, 892, 895, 981 and 1123 and the Golden Age Village at Glastonbury North mobile home park plat.

Project Approval Process. It is the responsibility of the Landowner to obtain written approval from the PRC prior to storing any building materials or structures on any Glastonbury property or beginning any construction of any type in the Glastonbury Community. The first step in the project approval process is to request the application forms. Landowners may obtain these forms by writing to GLA Project Review Forms, P.O. Box 312, Emigrant, MT 59027 or by obtaining Architectural Review forms from the GLA web site at www.mt-gla.org.

The completed application is sent to the GLA Secretary. The Glastonbury Project Review Committee reviews the application and either approves or denies it as set forth in Section 3.5.

Tract. Any newly created subdivision of land from the first subdivision of an Original Parcel in the Community of Glastonbury.

Village Center. That area of land comprising some of the Original Parcels of Glastonbury and other land marked "Reserved Land" on the Community of Glastonbury maps, which were held aside for later higher density residential building and commercial development. Part of the property known as the Lindorfer property next to Glastonbury South is also envisioned as part of the Village Center. This area may be expanded in the future by amending the Master Plan as provided for in the Covenants.

5.3 Master Plan and Project Review Committee

The Master Plan will be reviewed by the GLA within five years to ensure that its objectives, policies and implementation procedures continue to serve the Community's interests. Any needed adjustments to adequately relate to current demographic and market conditions will be brought before the Landowners by the GLA for a vote in the same manner as the Master Plan's original adoption per Section 2.06 of the Covenants.

The GLA has delegated the responsibility for managing the approval process for any building projects or subdivision activities in the Community to the Glastonbury Project Review Committee (PRC). The GLA is responsible for all project approvals.

5.4 Project Fees

A non-refundable project fee shall be charged by the Glastonbury Landowners Association to cover research costs per building for the processing of any type of building application other than single-family residential, such as commercial or multiple-family residential, within any area included in the Covenants. A schedule of fees dependent on the size and complexity of the project shall be set by the GLA Board and published.

5.5 Subdivision Approval Process

It is the responsibility of the Landowner to obtain written approval of the PRC for any subdivision in Glastonbury prior to receiving preliminary or final approval from Park County. The PRC shall give such approval only when the parcel's Landowner(s) have taken care of all outstanding matters from previous PRC decisions. Landowners may obtain the necessary forms

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by writing to GLA Project Review Forms, P.O. Box 312, Emigrant, MT 59027 or by obtaining Architectural Review forms from the GLA web site at www.mt-gla.org. Refer to *Community Standards, Section 2.0: Subdivision Standards.*

5.6 Codes

All applicable State and County building, electrical, plumbing, mechanical, energy and sanitary codes and regulations must be adhered to for all structures. These may include but are not limited to:

Uniform Building Code	National Electrical Code	Uniform Plumbing Code
Uniform Mechanical Code	Uniform Fire Code	Life Safety Code
State of Montana Energy Conservation Standards		Septic Tank Standards

5.7 Disclaimer

Neither the Glastonbury Landowners Association nor the Project Review Committee, their officers or members are responsible for the design, structural safety, engineering or legality of any proposed or approved building project, structure or proposed subdivision, nor will the project approval be considered as an assumption of such responsibility. The GLA, its members, committees or subcommittees shall not be liable to any Landowner, contractor, developer or any other person for any damage, loss or prejudice suffered or claimed on account of: the approval, correction, amendment or change of any plans, drawings and specifications, whether or not defective; the rejection of any plans, drawings and specifications found not in conformance with the Covenants or Master Plan; the construction or performance of any work, whether or not following plans, drawings or specifications approved by the GLA; the manner of any development of any land in Glastonbury.

It is the Landowner's responsibility to comply with all obligations under the Covenants, the Master Plan and all applicable County, State and Federal laws and codes.

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Glastonbury Landowners Association

Board of Directors Meeting Minutes

March 1, 2004

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1. Call to Order, Prayer

The meeting was called to order by David Tonkin at 7:17 p.m., at Golden Ratio Woodworks. Cynthia gave the opening prayer.

PRESENT: David Tonkin (President), Janet Naclerio (Secretary), Cynthia Blocker (Treasurer), Edward Anderson, Philip Hoag, Edwin Johnson, Orlando Johnson, Pamela May, Charlotte Mizzi and James Trisdale (JT)

ABSENT: James Kozlik (Vice-President)

PROXIES: James Kozlik to Janet Naclerio

ALSO ATTENDING: Denise Orr (GLA secretary); Marian Barker (Landowner)

2. Reading and Disposition of the Minutes General Business

February 2, 2004 Meeting Minutes

MOTION: Charlotte motioned and Pamela seconded to approve the February 2, 2004 meeting minutes as amended. Motion carried.

3. General Business

3.1 New Business

David reviewed the agenda and new additions to it.

3.2 2004 Proposed Budget.

The Board reviewed the categories and amounts listed on the proposed budget and agreed to the following: (1) Increase the Web Site budget to $1,200 to handle Web site maintenance; and (2) Eliminate the Manager category, transfer its budget to the Misc. Professional fees category and add to it to cover fees for managerial type work and other professional services; and (3) Insert an additional column into the budget to cover the amounts required for each budgeted item.

3.2.1 A further discussion on the budget included: (1) The expense of snowplowing & road repair is very high. David will research the difference in fees for Archie Mann and other contractors; (2) Steps should be taken to increase the GLA's income in order to handle its expenses. The Board agreed assessments should be increased in 2005. Philip suggested that fundraising events could be held in order to raise money; (3) The Covenants give the GLA Board the authority to raise assessments based on certain criteria that David will research; and (4) Budget information will be presented to landowners at the March 20th meeting informing them of the current financial status of the GLA.

3.3 Replacement of Director

David reported that Kristen Hardesty submitted her resignation as a Board trustee last month due to conflicts in time with her work and family schedule. The Covenants state that the Board has the option to replace her or not replace her. The Board agreed to give some thought as to what they would like to do and will discuss this issue at the next meeting.

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3.4 New Cleanup Committee Chair. Tabled.

3.5 Rabies shots for dogs.
David reported that rabies shots are regulated by the city, not by the county government. The Board discussed reasons why pets owned by GLA landowners should be required to have current rabies shots.

MOTION: Philip motioned and JT seconded his motion to require all dogs and cats owned by GLA landowners to have up-to-date rabies shots and to renew these shots periodically, as needed.

AMENDMENT: Orlando motioned and Charlotte Mizzi seconded to add to the above motion: If a dog or cat is found without a tag or proof of rabies shot, the owner will be fined $50.00. Amendment carried with one abstention.

The above Motion with the Amendment carried.

3.6 GLA Sign (SG). David reported that Cynthia Blocker is requesting the GLA to remove the Glastonbury sign posted on her property. The Board discussed potential sites where the sign could be re-posted. David will review further sites and present a list to the Board at the next meeting.

4. Report of Officers and Committees

4.1 Treasurer's Report: Cynthia Dodge-Blocker, Treasurer
Cynthia distributed "Savings Account Balance History 02/01/04," "February 2004 Bank Transactions," GLA Balance Sheet as of January 31, 2004" and "GLA Income & Expense Budget Overview/January 2004."

4.2 Old Business

ACTION ITEM – Add Subdivision waiver to Architectural Application form. **Done.**
ACTION ITEM – Send waiver notice to NGTC. **Done.**

4.3 New Business

4.3.1 Review Invoices. Cynthia requested that Board members list specific information on invoices submitted to her.

4.3.2 Lot 84/SG /Marlene LaShomb Assessments: Cynthia distributed and reviewed an informational page concerning the complexities and ambiguities surrounding a lien placed on Marlene LaShomb's property and Cynthia's proposal to waive the interest and penalties owed on the property (see attached).

MOTION: Cynthia motioned and JT seconded to approve waiving interest and penalties in the amount of $689.00 on Lot 84/SG if Marlene pays the $720.00 delinquent dwelling assessments. Motion carried.

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4.4 Architecture Subcommittee Report James Kozlik & Pamela May, Co-Chair

4.4.1 Old Business

ACTION ITEM – Status of Gelderloos shop construction. **Tabled.**

ACTION ITEM – Incorporating new time limit policies into project application. **Done - draft given to David.**

ACTION ITEM – Twin Pillars safety hazard. David reported that he would be consulting our attorney to determine the appropriate action to take concerning this issue and will send a letter to Twin Pillars reflecting our attorney's advice.

ACTION ITEM – Send response to sign application from Kathleen Rakela. **Done.**

ACTION ITEM – Send approval notice to Allen. **Done.**

ACTION ITEM – Talk to attorney regarding subdivisions. Tabled.

ACTION ITEM – Review of Kathleen Rakela's updated sign application. The Board reviewed Kathleen's updated application that included a colored rendition of her proposed sign and the materials to be used in its construction. Pamela reported that the Sheriff's Department informed her that the statute of limitation on the arresting and conviction of the vandalism done to Kathleen's statues would be one year from the date Kathleen reported the complaint regarding the vandalism. The Sheriff's office further confirmed that Kathleen reported the vandalism on January 14, 2003 and that the statues of limitation on the arresting and conviction of that crime ran out on January 14, 2004. The Board agreed that the GLA would not approve Kathleen's sign application based on the above information. They also agreed that the GLA should obtain a written statement from the Sheriff's office confirming this information and that it should be included in a letter to Kathleen.
MOTION: Pamela motioned and Cynthia seconded to disapprove Kathleen Rakela's sign based on the Park County Sheriff's statements that the statute of limitation expired on January 14, 2004 for the arresting and prosecution of the vandalism of Kathleen's statues. Motion carried.

4.4.2 New Business

4.4.2.1 Lot 97/98 (SG) Kathleen Ramp/ Subdivision & logging applications.

MOTION: Orlando motioned and Charlotte seconded to approve Kathleen's applications contingent on the following conditions: (1) The road must be resurfaced with gravel and completed according to road standards within (amount of time ?) and; (2) The debris on the creek bottom plus the blasted trees

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and rocks must be cleaned up and the area restored to its original condition. Motion carried with one abstention.

4.4.2.2 Lot 37-1B (SG) Pamela May/Greenhouse application.
MOTION: Charlotte motioned and Edwin seconded to approve Pamela May's greenhouse application. Motion carried with one abstention from Pamela.

4.4.2.3 Lot 10-D (SG) Dhieux Bray/Greenhouse application.
MOTION: Edwin motioned and Philip seconded to approve the Dhieux Bray greenhouse application. Motion carried.

4.4.2.4 Development of Charges and Fees. David reported that the Architectural Review Committee met and is proposing that a $25 fee be attached to each project application. David requested that Orlando oversee a committee to propose a schedule of GLA charges and collection fees.

4.5 Road & Weed Committee Report: James Trisdale & Philip Hoag, Co-Chair

4.5.1 Old Business

ACTION ITEM – Paving roads: Raising assessments for paving roads and paying a manager survey. David reported the results of the Landowner's response to the February 6th and 12th mailing surveys. As of 3/1/04, 109 ballots were received representing 133 votes. The percentages on the survey options were as follows: (David: Please fill in the percentages)

Paving Options

Option 1	17% in favor
Option 2	7% in favor
Option 3	3% in favor
Option 4, Sealing Only	17% in favor
No Increase in Assessments	47% in favor

Manager Options

28 % - in favor – 58% not in favor

Interested in Paving Own Driveway

[I don't have #]

4.5.2 New Business

As a follow-up to the paving survey, the Board agreed that research should be conducted in order to formulate a well thought out plan concerning what improvements should be made to Glastonbury roads and prioritize the various options.

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4.6 Complaint Committee Report: Charlotte Mizzi, Chair

4.6.1 Old Business

ACTION ITEM – Status of Parcel 32 (NG)/Kathleen Ulrich. David reported that a mediation meeting conducted by Tim Dolan took place on (date?) with Kathleen, David and Edward. During the meeting, Kathleen agreed to: (1) submit a clean-up plan to the GLA by March 8; (2) complete a clean-up in the next 2-3 months; (3) submit to the GLA for approval construction plans for her first and second story that have been approved and signed by a professional engineer by (date ?); (4) construction of the first and second story of her home must be built according to the plans that the professional engineer and GLA has approved, (5) construction must be completed within 3-6 months; and (6) after construction, the engineer must submit a written statement that construction was completed according to the approved plans. An additional meeting will be scheduled with Tim Dolan.

David reported that 30% of Kathleen's refuse is spilling off her property line onto Edward Anderson's property. The Board agreed that this particular issue is not the GLA's responsibility and suggested that Edward contact Kathleen and request that she remove the refuse within 2 weeks or he will report the violation to the sheriff.

David reported that Daniel Woodriff (Kathleen's ex-husband) has a moving van and other items on Edward's property that he has agreed to move by April 1st. The GLA will send a letter to Woodriff to confirm his agreement.

David suggested actions that might assist with Kathleen's clean-up: (1) bring in a roll off and place on her property; (2) construct an 8-foot high wooden fence around the refuse and plant trees around it so that it is hidden—this would require approval from her neighbors; and/or (3) have a meeting with Kathleen's neighbors and ask for their input.

ACTION ITEM – Status of removing rock pile about culvert. **Tabled.**

ACTION ITEM – Status of cleanup on Hansard property. **Tabled.**

ACTION ITEM – Status of Nye's dog complaint. David reported that we received a response from Ronny Goodson (owner of the dog) to our letter to him and the issue is being handled.

4.6.2 New Business

Dog Complaints

Philip reported that Ian Scott complained about a dog (dog owners live in Rex Pierson's old mobile home). Philip was asked to request that Ian submit a formal complaint form so that the GLA can look into Ian's complaint. Members of the Board discussed various dog problems in Glastonbury and David requested that complaint forms be competed and forwarded to him so

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that further action can be taken.

4.7 Land Use Master Plan Committee: Charlotte Mizzi, Chair and Orlando Johnson.

4.7.1 Old Business

ACTION ITEM – Status of Master Plan. The Board agreed to meet on 3/12 at 7:30 p.m. to review the next Master Plan meeting David will talk to John Fanuzzi regarding the cafeteria's rental fees.

ACTION ITEM – Subdivision and Reclamation Standards.
MOTION: JT motioned and Cynthia seconded to talk about the subdivision and reclamation standards at our next meeting as James Kozlik and Pamela May have objections and were not present to voice them. Motion carried.

4.8 Recreation Committee: Janet Naclerio, Chair; Edward Anderson, Kristen Hardesty

4.8.1 Old Business

ACTION ITEM – Legal Formation of PVRC. David reported that our attorney would send him proposed bylaws next week.
ACTION ITEM – Filing Parcel 16A to be part of Glastonbury. **Tabled.**

4.8.2 New Business

ACTION ITEM – Include Parcels 23-A (SG) and 14-A (NG) under FLA umbrella.
MOTION: Edward motioned and Orlando seconded to approve placing the new parcels given to the Teaching Centers (Parcels 23-A/SG and 14-A/NG) under the umbrella of the GLA. Motion approved with one abstention from Charlotte.

4.9 Web Site Committee: Edward Anderson, Chair

4.9.1 Old Business

ACTION ITEM – Sending letters to Realtors
ACTION ITEM – Sending Edward documents to place on website
Maps. **Done** Standards. **Done.** (David will give to Edward.)
ACTION ITEM – Link extra Glastonbury website name to original name. **Done.**

4.9.2 New Business

Purchase $230 Comment Program. The Board agreed that the GLA can't afford to purchase this program and landowners can send their comments by e-mail.

4.10 Clean-up Committee- No report.

4.11 Ombudsman Report: Richard Allen(SG) Richard Johnson(NG) No reports.

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Draft(s); 03 07 04, 3 14 04-Final
Approved: 04 05 04

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5. Other Business

5.1 Shelter Insurance

ACTION ITEM – List of points to consider regarding shelter insurance. **Tabled.**

6. Next Meeting and Adjournment:

The meeting was adjourned at 9:55 p.m. with no further business. The next meeting will be held April 5, 2004 at Golden Ratio Woodworks Cafeteria, at 7 p.m.

A special meeting (in preparation for the March 20th Master Plan Meeting with Landowners) for all Board members will be held on Friday evening, March 12, at Golden Ratio Woodworks Cafeteria, at **7:30** p.m.

A special meeting for the GLA Board and Landowners, concerning the proposed Master Plan, will be held on Saturday March 20th at the Emigrant Hall, at 10 a.m.

NEW ACTION ITEMS:

GB030104.1 David to revise 2004 Proposed Budget

GB030104.2 David to research difference in fees between Archie Mann and other contractors.

GB030104.3 Cynthia ? to prepare budget information to be presented to landowners at the March 20th meeting to inform them of the current financial status of GLA.

GB030104.4 Board members to think about what steps they would like to take for replacement of director position and discuss at meeting.

GB030104.5 Inform landowners about new rabies shot requirements and penalty fees.
The entire Motion with Amendment carried.

GB030104.6 David to compile list of sites for SG sign and present a list to the Board at April meeting.

TR030104.1 Cynthia to write to Marlene LaShomb

AR030104.1 David to review new time limit policies incorporated into project application.

AR030104.2 David to send letter to Twin Pillars reflecting advice of our attorney.

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Draft(s); 03 07 04, 3 14 04-Final
Approved: 04 05 04

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AR030104.3 Pamela to request written statement from Sheriff's office regarding statute of limitations on Rakela issue and forward to Denise.

AR030104.4 Denise to send application response to Kathleen Rakela.

AR030104.5 David to send application approval w/conditions to Kathleen Ramp.

AR030104.6 Denise to send greenhouse application approval to Pamela May.

AR030104.6 Denise to send greenhouse application approval to Dieux Bray

AR030104.8 Orlando to oversee a committee to propose a schedule of charges and collection fees for GLA.

RD030104.1 David (?) to compile a plan concerning what improvements should be made to Glastonbury roads and prioritize the various options.

CP030104.1 ? to write to Daniel Woodriff confirming his agreement to move his materials off of Edward's and (?) Kathleen's property.

CP030104.2 Conduct meeting with Kathleen's neighbors and ask for their input.

CP030104.3 Philip to contact Ian Scott and request that he submit a formal dog complaint.

CP030104.4 Board members with information regarding dogs need to send complaints to David.

MP030104 David to talk to John Fanuzzi regarding cafeteria rental fees.

OB030104 Place the new parcels given to the Teaching Centers (Parcels 23-A/SG and 14-A/NG) under the umbrella of the GLA.

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Draft(s); 03 07 04, 3 14 04-Final
Approved: 04 05 04

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Glastonbury Landowners Association, Inc.
Board of Directors Meeting Agenda
March 1, 2004

1. **Call to Order, Opening Prayer**

2. **Reading and Disposition of Minutes**
   February 2, 2004

3. **General Business**
   3.1 New Business
   2004 Budget
   Replacement Director
   New Cleanup committee chair

4. **Report of Officers and Committees**
   4.1 **Treasurer's Report** – Cynthia Dodge-Blocker, Treasurer
   4.1.1. Old Business
   ACTION ITEM – Add Subdivision waiver to Architectural Application form *[Denise]*
   ACTION ITEM – Send waiver notice to NGTC *[Denise]*
   4.1.2. New Business
   Review Invoices *[Cynthia]*

   4.2 **Architecture Subcommittee Report** – Jim Kozlik and Pamela May, Co-chairs
   4.2.1. Old Business
   ACTION ITEM – Status of Gelderloos shop construction *[James]*
   ACTION ITEM – Incorporating new time limit policies into project application *[Denise]*
   ACTION ITEM – Twin Pillars safety hazard *[David]*
   ACTION ITEM – Send sign notice to Rakela *[Denise]*
   ACTION ITEM – Send approval notice to Allen
   ACTION ITEM – Talk to attorney regarding subdivisions *[David]*
   New Business
   Lot 61-B SG – Preliminary review of house
   ACTION ITEM – Review Rakela sign application

   4.3 **Road & Weed Committee Report** – Philip Hoag and JT Trisdale, Co-Chair
   4.3.1. Old Business
   ACTION ITEM – Paving roads *[David]*
   4.3.2. New Business

   4.4 **Complaint Committee Report** – Charlotte Mizzi – Chair
   4.4.1. Old Business
   ACTION ITEM – Status of Parcel 32 (NG) Ulrich *[David]*
   ACTION ITEM – Status of removing rock pile above culvert *[David]*
   ACTION ITEM – Status of Cleanup on Hansard property *[David]*
   ACTION ITEM – Status of Nye's dog compliant *[David]*
   4.4.2. New Business

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4.5 **Land Use Master Plan Committee Report** – Charlotte Mizzi, Chair
4.5.1. Old Business
ACTION ITEM – Status of Master Plan *[David]*
ACTION ITEM – Subdivision and Reclamation Standards
4.5.2. New Business

4.6 **Recreation Committee Report** – Janet Naclerio – Chair
4.6.1. Old Business
ACTION ITEM – Legal Formation of PVRC
ACTION ITEM: Filing Parcel 16A is now part of Glastonbury
4.6.2. New Business
ACTION ITEM – Including Parcels 23A SG and 14A NG into Glastonbury

4.7 **Web Site Committee Report** - Edward Anderson, Chair
4.7.1. Old Business
ACTION ITEM – Sending letters to Realtors *[Denise]*
ACTION ITEM: - Sending Edward and Placement of documents on Website
Maps *[David]* **Done**
Standards *[David]* **Done**
ACTION ITEM - Link extra Glastonbury website name to original *[Edward]*
4.7.2. New Business

4.8 **Clean-up Committee Report** –, Chair

4.9 **Ombudsman Report** – Jeanie Campbell (SG) & Richard Johnson (NG)

5. Other Business
5.1 Shelter Insurance *[Orlando]*
ACTION ITEM – List of point to consider regarding shelter insurance *[Orlando & Philip]*

6. Next Meeting and Adjournment

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03/01/04

Glastonbury Landowners Association, Inc.
Balance Sheet
As of February 29, 2004

	Feb 29, '04
ASSETS	
Current Assets	
Checking/Savings	
1st National Bank Checking	17,572.92
1st National Bank Savings	7,198.65
Total Checking/Savings	24,771.57
Accounts Receivable	
Accounts Receivable	97,913.12
Total Accounts Receivable	97,913.12
Other Current Assets	
Undeposited Funds	-573.50
Total Other Current Assets	-573.50
Total Current Assets	122,111.19
Fixed Assets	
Paved Roads	1.00
Total Fixed Assets	1.00
TOTAL ASSETS	**122,112.19**
LIABILITIES & EQUITY	
Liabilities	
Long Term Liabilities	
Road Pavement Loan	244,312.31
Total Long Term Liabilities	244,312.31
Total Liabilities	244,312.31
Equity	
Beginning Balance	11,816.51
Opening Bal Equity	-244,401.10
Retained Earnings	55,759.41
Net Income	54,625.06
Total Equity	-122,200.12
TOTAL LIABILITIES & EQUITY	**122,112.19**

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March 1, 2004

Glastonbury Landowners Association, Inc.
Income & Expense
February 2004

	Feb '04
Income	
1. General Income	
Sanitation Bond Account	500.00
Total 1. General Income	500.00
2. Assessments	
Dwelling Assessment 2002	190.00
Dwelling Assessment 2003	220.70
Dwelling Assessment 2004	2,288.75
Land Assessment 2002	190.00
Land Assessment 2003	220.71
Land Assessment 2004	4,088.75
Total 2. Assessments	7,198.91
3. Late Fees/Finance Charges	
Finance Charges	165.71
Five Percent Penalty	29.50
Total 3. Late Fees/Finance Charges	195.21
Total Income	7,894.12
Expense	
A. Business Expenses	
8. Taxes	50.00
9. Refund on Overpayment	60.00
Total A. Business Expenses	110.00
B. Office Expense	
1. Copying	496.15
2. Postage	572.00
3. Office Supplies	25.35
4. Misc. Expenses	44.60
5. Refreshments	124.17
Total B. Office Expense	1,262.27
C. Professional Fees	
1. Accountant	105.00
3. Legal Council	648.00
4. Manager	930.00
5. Misc. Professional Fees	25.00
6. Secretarial	384.00
7. Treasurer	156.00
8. Web Site	8.00
Total C. Professional Fees	2,256.00
D. Road Repairs & Maintenance	
1. Loan Payment	7,556.32
5. Sanding	500.35
6. Snow Plowing	587.50
Total D. Road Repairs & Maintenance	8,644.17

Clare Parker Bookkeeping Services 406-333-4614

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	Feb '04
E. General Expenses	
2. Equipment Repair & Maint.	120.00
Total E. General Expenses	120.00
F. Misc. Projects	
4. Recreation Area	4.44
Total F. Misc. Projects	4.44
H. Discount	5.00
Total Expense	12,401.88
Net Income	-4,507.76

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SAVINGS ACCOUNT BALANCE HISTORY-03/01/04								
2002	December		$23,766.87					
2003	November		$15,179.29					
2004	February		$7,703.53		I will be transfering $10,000. back to savings			
					Savings will then be up to $17,703.53			
					This will leave approximately $7,111. in checking			

C:\My Documents\Savings account balance history Book1

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GLASTONBURY LANDOWNERS ASSOCIATION, INC.
Proposed 2004 Budget

Account No.	ITEM DESCRIPTION	YEAR 2004 PROPOSED BUDGET Subtotal	Total	YEAR 2003 TOTALS Subtotals	Totals	Notes	YEAR 2002 TOTALS Subtotals	Totals	Notes
A	**Income**		**90,870**		**76,971**			**75,481**	
A 1	General Income		**18,050**		**5,221**			**4,467**	
A 1.1	Church, for Paving Loan	2,550		1,798.10			2,554.46		
A 1.2	Interest Income	300		335.26			552.50		
A 1.3	Misc. Income	100		0.00			(389.54)		
A 1.4	Master Plan Refund	10,000							
A 1.5	Guardrails	5,000							
A 1.6	Sanitation Bond Acct.	100		1,250.00			1,750.00		
A 1.7	General Income			1,837.75					
A 2	Assessments		**70,720**		**69,626**			**67,896**	
A 2.1	Assessments Prior to 1998	0		254.76			220.00		
A 2.2	Dwelling assessments 1998	0		0.00					
A 2.3	Dwelling assessments 1999	0		0.00		1998			
A 2.4	Dwelling assessments 2000	200		210.00		1999	350.50		1998
A 2.5	Dwelling assessments 2001	300		226.30		2000	857.47		1999
A 2.6	Dwelling assessments 2002	800		272.63		2001	1,010.01		2000
A 2.7	Dwelling assessments 2003	2,600		2,420.53		2002	2,837.63		2001
A 2.8	Dwelling assessments 2004	20,200		20,245.66		2,003	19,348.09		2002
A 2.9	Golden Age Village	5,880		5,880.00			2,940.00		
A 2.10	Land assessments 1998	0		0.00					
A 2.11	Land assessments 1999	0		120.00		1,998			
A 2.12	Land assessments 2000	500		330.00		1,999	590.50		1998
A 2.13	Land assessments 2001	800		631.65		2,000	1,097.48		1999
A 2.14	Land assessments 2002	1,500		1,625.52		2,001	1,554.99		2000
A 2.15	Land assessments 2003	4,800		4,073.12		2,002	4,881.97		2001
A 2.16	Land assessments 2004	33,140		33,336.03		2,003	32,207.85		2002
A 3	Assess. Late Fees/Finance Chrges		**2,100**	**2,123.53**	**2,124**		**3,116.96**	**3,117**	
A 3.1	Financial Chrges	1,800		1,796.62			2,614.70		
A 3.2	Five Percent Penalties	300		326.91			502.26		

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GLASTONBURY LANDOWNERS ASSOCIATION, INC.
Proposed 2004 Budget

Account No.	ITEM DESCRIPTION	YEAR 2004 PROPOSED BUDGET Subtotal	Total	YEAR 2003 TOTALS Subtotals	Totals	Notes	YEAR 2002 TOTALS Subtotals	Totals	Notes
B	**Expenses:**		**90,870**		**104,350**			**85,750**	
B 1	Business Expenses		**7,820**		**9,854**			**6,748**	
B 1.1	Banking fees	100		101.00			12.50		
	Gifts & donations	0		1,000.00			0.00		
B 1.2	Insurance	5,700		6,078.61			5,247.73		
B 1.3	Licenses	30		15.00			30.00		
B 1.4	Lien Filing	600		1,038.15			967.50		
B 1.5	Rentals	400		630.00			135.00		
B 1.6	Sanitation Bond Refunds	750		750.00			250.00		
B 1.7	Taxes	240		241.40			105.73		
B 2	Office Expenses	**2,200**	**2,200**		**4,089**			**2,420**	
B 2.1	Copying	750		1,049.54			464.00		
B 2.2	Postage	550		1,394.68			543.59		
B 2.3	Office Supplies	500		513.17			483.81		
B 2.4	Misc. Expenses	100		39.96			390.33		
B 2.5	Refreshments	300		329.10			263.42		
B 2.6	Petty cash account	0		762.82			275.00		
B 3	Professional Fees		**15,900**		**17,349**			**10,046**	
B 3.1	Accountant	100		95.00			85.00		
B 3.2	Bookkeeper	3,000		3,023.50			2,796.22		
B 3.3	Legal Council	2,000		2,302.20			1,126.19		
B 3.4	Manager	3,500		3,452.87			0.00		
B 3.5	Misc. Professional fees	0		0.00			0.00		
B 3.6	Secretary	6,300		7,503.00			5,548.28		
B 3.7	Treasuerer	300		291.00			322.50		
B 3.8	Web Site	700		681.45			168.00		

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GLASTONBURY LANDOWNERS ASSOCIATION, INC.
Proposed 2004 Budget

Account No.		ITEM DESCRIPTION	YEAR 2004 PROPOSED BUDGET			YEAR 2003 TOTALS			YEAR 2002 TOTALS		
				Subtotal	Total	Subtotals	Totals	Notes	Subtotals	Totals	Notes
B	4	Road Repairs & Maintenance		**51,200**	**51,200**		**52,309**			**50,525**	
B	4.1	Loan payment		30,000		29,625.11			29,600.93		
B	4.2	Misc. Road Maintainence		2,000		2,551.75			3,205.12		
B	4.3	Misc. Supplies		1,000		61.95			871.28		
B	4.4	Road Grading		8,000		7,780.00			11,737.50		
B	4.5	Snow removal		**7,700**			**8,210**		523.26	**5,110**	
B	4.5.1	Snow Plowing	6,000			6,182.00			2,923.40		
B	4.5.2	Sanding	1,500			1,477.77					
B	4.5.3	Snow fences	200			0.00			192.50		
B	4.5.4	Materials, sand	750			550.00					
B	4.6	Weed control		2,500		4,080.00			1,470.75		
B	5	General Expenses			**1,050**		**3,118**			**1,533**	
B	5.1	Cleanup Day		450		450.00			743.49		
B	5.2	Equipment Repair & Maint.		300		1,769.48	Accident & Truck Upgrade				
B	5.3	Miscellaneous		300		898.70			789.37		
B											
B	6	Misc. Projects			**12,700**		**9,421**		**9,367.28**	**9,367**	Truck & Fire Pond
B	6.1	Snow Plow		4,000		937.74					
B	6.2	Master Plan		**3,700**		100.00					
B	6.2.1	Legal fees	1000								
B	6.2.2	Postage	500								
B	6.2.3	Copies	1000								
B	6.2.4	Contractors	1000								
B	6.2.5	Misc	200								
B	6.3	Guardrails		3,000		1,261.59					
B	6.4	Recreation Area		2,000		7,121.54					
B	7	Emergency Fund		**0**	**0**				0.00	0	
		Net Income			**0**		**(27,379)**			**-10,269**	

GLA 01583

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South Glastonbury lot 84
Lien filed 10-07-02, Marlene La Shomb
(lien not received by Marlene, address incorrect)

GLA has been invoicing the following individuals tenants in common:

Chalice Well
Marlene La Shomb
Grant Smallwood
David Lundberg
And ?

The church did not show Marlene La Shomb as going through the church for the sale who had first right of refusal. The Church did give me copies of some of the documents that they had. It shows another list of owners at the time of 1998 including Pellet. The Churches documents are earlier than July 1997 before GLA incorporated.

The title insurance commitment document showed a list of names in 1998, LaShomb, Michaels, Driver, Wenderski, Grant/Smallwood, Timothy A. Bowman.

Marlene paid in $720.00 in January 2004 for delinquent land assessments, She paid $240 this past week for 2004 assessments. She will pay $720.00 for delinquent dwelling assessments in February 2004.

For consideration by the board at the request of Marlene La Shomb:

I want to make a motion for a waiver of interest and penalties in the amount of $689.00 if she pays the $720.00 delinquent dwelling assessments.

1) There is a question if she actually had title to this property in 2002.
2) La Shomb did not receive our original letter about the lien.
3) She attempted to purchase this property from Richard Driver instead of the church and the title was held up due to two IRS liens against Richard Driver in the amount of $150,000.00. I have a copy of liens listed to verify this. This in itself would have held up the legal transfer of this property.
4) We should have been billing Richard Driver if La Shomb did not take legal ownership so I question the legality of this lien.
5) I have a real problem charging someone who is not the legal owner.
6) It is to time consuming for me to dig into this entire mess.
7) I do not what to have to take time to go over this with the Church.
8) La Shomb is happy to be getting the "Driver" liens removed, and moving forward.

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2.0 Subdivision Standards

2.1 Subdivision Regulations and Review

All subdivisions as defined herein must be reviewed and approved by the ~~Glastonbury Project Review Committee~~Project Review Committee (~~GPRC~~PRC), which has been delegated this responsibility from the Glastonbury Landowners Association per *Section 9.01 Subdivisions Allowed, Association Review* of the ~~Covenants~~Restated Covenants. Refer to *Section 9.02 Subdivision Defined* of the ~~Covenants~~Restated Covenants for the definition of "subdivision".

The Montana Subdivision and Platting Act (8/93) defines a subdivision as follows:

> "Subdivision" means a division of land or land so divided that creates one or more parcels containing less than 160 acres that cannot be described as a one-quarter aliquot part of a United States Government section, exclusive of public roadways, in order that the title to or possession of the parcels may be sold, rented, leased or otherwise conveyed and includes any resubdivision and further includes a condominium or area, regardless of its size, that provides or will provide multiple spaces for recreation camping vehicles or mobile homes. (Section 76-3-103(14), MCA)

The Montana Subdivision and Platting Act allows subdivisions as defined above only if they have been submitted to and approved by the local government or if they qualify for one of the exemptions specified in the Act.

Park County has adopted regulations implementing the Act and also adopted regulations known as "Evasion Criteria" which require the prior approval of the County Commissioners before any of the exemptions specified in the Act may be exercised.

Of particular note to landowners are provisions in the local regulations pertaining to the installation of mobile homes. the current Park County regulations (6/93) provide that the placement of "...more than one mobile (home) on a tract of record shall be reviewed..." as a subdivision.

Park County also intends to treat any partial interests in real estate created after May 28, 1993 through conveyances or transfers to tenants in common, other than between immediate family members, as "divisions of land" subject to local government review and approval. Consequently the Community of Glastonbury will not consent to any sales of tenancy-in-common interests, other than between immediate family members, unless the interest was created prior to May 28, 1993 and was properly recorded as provided in the Settlement Agreement with Park County of May 28, 1993. Proposed sales, conveyances or transfers of portions of any parcel, other than interests existing prior to May 28, 1993 or between immediate family members, will have to be reviewed and approved as subdivisions by the ~~GPRC~~PRC.

2.2 Preliminary Glastonbury Subdivision Review

Preliminary Glastonbury subdivision review is initiated by one or more landowners of record submitting an application, preliminary plat and all required supporting

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materials to the Secretary of the GLA. Required supporting materials include all items specified in the Glastonbury application together with any other items that are required for local and state government review, such as road and drainage plains, proposed covenants and, for major subdivisions, an environmental assessment.

These materials should be submitted to the GLA for preliminary review by the ~~GPRC~~PRC before any submission is made to Park County. This is to insure that the policies and standards for subdivision for the Community of Glastonbury are fully met prior to initiation of the local government review process so that no subsequent changes will be necessitated as a result of Glastonbury subdivision review.

Within thirty (30) days after the submission of all required materials, the ~~GPRC~~PRC will give the applicant a written response which may include the following:

A) A preliminary approval, subject only to final review;

B) A preliminary approval subject to conditions, such as a requirement that access be constructed, utilities be extended, etc. and final review;

C) Recommendations for changing or improving the plans for the proposed subdivision;

D) Tabling the application pending resolution of issues or submittal of additional information;

E) An offer or disclaimer from the ~~GPRC~~PRC for providing maintenance, utilities or other services which are currently provided to the rest of the parcels; or

F) A disapproval based upon failure to meet minimum standards, inconsistency with the ~~Covenants~~Restated Covenants ~~or~~ Master Plan or Glastonbury Standards or a finding of an inappropriate multiple-family residential building project.

2.3 County Subdivision Approval

After preliminary approval has been received from the ~~GPRC~~PRC, the landowner(s) must apply for subdivision review and approval from Park County. Normally this involves filing an application, preliminary plat and other materials with the Park County Planning Office, having one or more hearings before the Park County Planning Board, and receiving approval from the Park County Commissioners. An approval from the County Commissioners is often made conditional on state subdivision review and approval, compliance with sanitary requirements, completion of roads and other improvements, surveying, and final plat filing. Conditional approvals are generally effective for one year, although approvals for longer periods and/or extensions may be requested.

2.4 State Subdivision Approval

State government has jurisdiction over subdivisions pursuant to the Montana Sanitation in Subdivision Act. Approval must be obtained from the Montana Department of Environmental Quality (DEQ) for any divisions of land creating parcels of less than 20 acres. Any "multi-family" water or sewer systems or "public" water or sewer systems (i.e. systems which will serve 10 or more service connections or 25 or more persons for 60 days or more out of a calendar year) must be reviewed and approved. If subdivided lots are intended to have individual on-site systems, "sanitary restrictions" must be removed

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through the state review process. State subdivision review is carried on concurrently with review by the Park County Health Department.

2.5 Final Glastonbury Subdivision Approval

Final Glastonbury subdivision review is initiated by submission to the GLA of a copy of the final plat and application for final plat approval (including all supporting materials) to be filed with the Park County Planning Office, a copy of the preliminary subdivision approval from Park County, a copy of the subdivision approval and any required sanitation approvals from the Montana DEQ, a copy of any covenants already filed or to be filed with the final plat, satisfactory evidence of the completion or installation of all required improvements (i.e. roads, utilities, drainage) and reclamation of all construction work, and satisfactory evidence of compliance within the policies and standards and with all conditions of the preliminary approval previously given by the ~~GPRC~~PRC. Additional requirements for final subdivision approval area as follows:

A) all real property taxes on the land affected by the subdivision bust be paid current,
B) all community assessments on the land affected by the subdivisions must be paid current or provision made for payment from the proceed of the first sale,
C) must have fully complied with all previous conditions and requirements stipulated by the ~~GPRC~~PRC for project approval.

Upon inspection of the project site and verification that the landowner has met all the above conditions, the ~~GPRC~~PRC shall issue a final subdivision approval and authorize execution of the final plat.

2.6 Subdivision Plat Filing

The final local and state subdivision review process is initiated with the submission of an application for final plat approval with the Park County Planning Office. The process is completed with the filing of a final plat with the Park County Clerk and Recorder's Office. Normally, the Clerk and Recorder will accept a final plat for filing only after satisfaction of all required conditions of the preliminary approval, written approval from the Montana DEQ, the certification of the County Treasurer that all taxes are paid on the land proposed for subdivision, the written consent of all owners and lien holders of record and the final approval of the County Commissioners.

2.7 Subdivision Design Standards

The purpose of subdivision design standards is to set forth objective criteria upon which all proposed subdivisions will be reviewed. The ~~GPRC~~PRC shall review each proposed subdivision for consistency with the Restated Covenants, ~~the~~ Master Plan and Glastonbury Standards, and to insure proper engineering, surveying, access and plans for providing utilities and at least one feasible building site. this is to assure that the new parcels or developments will be at least up to the same standard as the rest of the parcels in the Community, for the benefit of other landowners and the future landowners. These standards are intended to approximate the minimum standards originally designed into the Community of Glastonbury, together with any subsequent improvements.

It is the landowner's responsibility to design and implement each subdivision in accordance with the within policies and standards, the Restated Covenants, ~~the~~ Master

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Plan and Glastonbury Standards, and applicable state and local laws and regulations. The review and approval of the ~~GPRC~~PRC, and any comments or recommendations, does not constitute an endorsement or approval of the design, engineering, safety, or legality of the proposed subdivision or any improvements pertaining to it. Glastonbury subdivision review is undertaken only with reference to these written policies and standards, the ~~Covenants~~Restated Covenants, ~~and the~~ Master Plan and Glastonbury Standards. Approval by the ~~GPRC~~PRC does not constitute an assurance that the proposed subdivision will qualify for approval or be approved by Park County or the State of Montana.

2.8 Parcel Layout and Dimensions

Parcels should be reasonably dimensioned and should not be designed so as to be overly long and narrow or distorted in shape, or so as to adversely affect other adjacent parcels, roads, utilities or drainages. Where feasible and appropriate, new parcel boundaries should be laid out along existing roads within the Original Parcel or along planned new roads. An appropriate parcel layout is to design a new road to act as a collector for all or several of the new parcels before entry onto the existing Community Road System. No more than five (5) new parcels per Original Parcel in the Community should be laid out so as to allow direct entry onto the existing Community Road System, and in such cases easements for new roads or driveways should be provided along common boundaries between the new parcels so that new entries onto the Community Road System will be minimized.

2.9 Minimum Parcel Size

The minimum size for new parcels is per *Section 6.03.8 ~~Schedule for Description of~~ Residential Topographical Areas and Density* of the Glastonbury Standards~~Master Plan~~. In addition, each new parcel divided from an Original Parcel must be sized to have at least one feasible building site, including adequate area or provision for domestic water supply and sewage disposal system on-site (unless "multi-family" or "public" water and sewer systems are proposed and approved).

2.10 Access and Road Standards

All new parcels must be provided with adequate access which meets the requirements of the most current version of the Park County road standards for gravel roads~~.~~ and Glastonbury's ~~Any~~ roads ~~that may be accepted as Community roads must meet the~~ standards listed in *Section 3. Road and Driveway Standards*. Access easements must be shown on the preliminary plat and final plat. The minimum right-of-way (easement) for a new Community Road, for which the Community of Glastonbury may agree to assume maintenance responsibility is sixty (60) feet. New Community Roads must have prior approval by the GLA before the final plat is filed and labeled as such on the plat (refer to ~~Standards~~ *Section 2.15 Surveying and Platting Requirements* listed hereinafter). The minimum right-of-way for a new Private Road is sixty (60) feet and for a Single or Multiple Residence Driveway is twenty-five (25) feet.

It is recommended that a sixty (60) foot easement be reserved for all platted roads to serve new parcels in any subdivision so that the option exists of adding these to the

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Community Road System in the future. Easements for new roads should be laid out so as to minimize new entries onto the Community Road System.

Review and approval by the Glastonbury Landowners Association of plans and specifications for all new roads is required prior to any construction and prior to the establishment of any new entry onto the Community Road System. All road improvements must be completed before final Glastonbury subdivision approval will be given and before any sales or conveyance may be made.

2.11 Utility Requirements

All new parcels must have electric and telephone service available within or bordering the parcel boundaries, unless plans are shown that an alternative power source will be provided for the parcel(s). Utility easements for providing service to each new parcel must be shown on the preliminary plat and final plat. Utility easements may be combined with road easements; however, utilities should be installed alongside and not underneath actual road surfaces except where unavoidable. All utility installations must be installed or contracted and paid for, before final Glastonbury subdivision approval will be given and before any sales and conveyance may be made. Letters from the electric and telephone companies certifying that each new parcel in the subdivision has electric and telephone service available at or within the new parcel boundaries or that the availability of such services has been contracted and paid for shall be considered satisfactory evidence of meeting this requirement. All utilities shall be installed in accordance with *Section 6.03 Utilities* of the Restated Covenants.

2.12 Sanitation Standards

Each new parcel in a subdivision must meet the minimum requirements contained in the most current version of the Park County Regulation for On-Site Sewage Disposal Systems and Montana DEQ regulations. If any "multi-family" or "public" water or sewer systems are to be installed in the subdivision so as to serve more than one parcel, appropriate easements must be shown on the preliminary and final plats. Where a "multi-family" or "public" system is required, the system must be fully installed and completed before final Glastonbury subdivision approval will be given and before any sales or conveyances may be made. All septic and sewer systems must be reviewed and approved by the ~~GPRC~~PRC in accordance with *Section 5.03 Sewage Disposal* of the Restated Covenants prior to any construction or installation taking place.

2.13 Drainage Requirements

All natural and man-made drainages within or running across any of the land proposed for subdivision must be depicted on the preliminary plat or on maps submitted with the application for preliminary approval. Any proposed additions to, or modifications of, such drainages shall also be described in the application or depicted on the preliminary plat or an enclosed map. Improvements planned as part of the subdivision, including new roads, grading, sewage systems and structures, shall not be designed or installed so as to adversely affect drainages, to inhibit the flow of storm and runoff water, to increase the danger of flooding, to discharge pollutants into state waters or to adversely affect the property of other landowners. Adequately sized culverts shall be

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placed where required and shall be shown on road plans. All must be fully installed and completed before final Glastonbury subdivision approval will be given and before any sales or conveyances may be made.

2.14 Reclamation Requirements

All land disturbances due to construction activities which may occur in connection with a proposed subdivision must be fully reclaimed in accordance with Glastonbury Standards *Section 43.0 Land Reclamation and Landscaping Guidelines*. All required reclamation work must be completed before final Glastonbury subdivision approval will be given and before any sales or conveyances may be made.

2.15 Survey and Platting Requirements

All divisions of land must be surveyed, monumented and platted in accordance with the Montana Subdivision and Platting Act and Park County Subdivision Regulations. The following nomenclature is to be used in all preliminary and final plats for designating new parcels:

A) All new parcels created from the first subdivision of an Original Parcel in the Community shall be referred to as "Tracts" and each such Tract shall be designated as the number of the Original Parcel with letters of the alphabet added (i.e. Tract 44-A, 44-B, etc.).

B) All new parcels created from the subsequent subdivisions of any such Tracts shall be referred to as "Lots" and each such Lot shall be designated as the Tract number and letter with additional numbers added (i.e. Lot 44-A-1, 44-A-2, etc.)

C) The correct plat language to be used for the dedication of new Community Road and utility easements to new parcels in the Community is as follows:

"60' Private Access and Public Utility Easement, as per Section 8, Restated Declaration of Covenants recorded September 26, 1997 in Roll 124, Pages 564 to 566"

D) The correct plat language to be used for depicting the existing Community Roads is as follows:

"Existing Private Access and Public Utility Easement as per Roll 124, Pages 564 to 566"

2.16 Subdivisions Created By Rent, Lease or other Conveyance

Subdivisions created by rent, lease or other conveyance includinge multiple mobile home spaces on a single parcel of land, mobile home parks, RV parks, condominiums or other segregations of areas on a parcel created by renting, leasing or otherwise conveying portions of the parcel without a formal "division of land." Such subdivisions are exempt from the survey and platting requirements contained in *Section 2.15 Survey and Platting Requirements* above, but are subject to all other requirements of these policies and standards.

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2.17 Mobile Home Parks/RV Parks/Multiple Mobile Homes

As provided in *Section 9.04 Mobile Home Parks and RV Parks* of the Restated Covenants, RV Parks shall not be allowed or approved. Mobile Home Parks shall only be approved in the Golden Age Village and any adjacent expansion thereof not to exceed a total of 125 lots.

The provision for double wide mobile homes on tracts in a subdividing parcel of land will not be considered to be a mobile home park for purposes of Glastonbury subdivision review if the development does not include clustered lots or spaces for mobile homes or common utilities or sewer systems. The placement of such multiple mobile homes will be reviewed as a normal subdivision under these policies and standards and for compliance with *Section 1.0 Mobile Home Standards*.

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4.0 Land Reclamation and Landscaping Guidelines

These guidelines establish minimum standards for the reclamation of land within Glastonbury which has been or will be disturbed by construction activities. The reclamation of all areas disturbed by construction is required to ensure that the land is restored to a stable landscaped condition that will preserve and enhance the natural beauty of the community, prevent soil erosion and excess runoff, prevent the degradation of surface water quality and control the growth of noxious and unsightly weeds.

Contractors are required to follow these guidelines to the same extent as landowners. It is the landowner's responsibility to notify their contractors of the guidelines and to require in their contracts that these reclamation guidelines be followed.

4.1 Minimum Reclamation Standards

Reclamation activities should be included in the initial planning of every project. The most important element in successfully restoring and landscaping a site disturbed by construction is having sufficient topsoil to support the growth of grass, shrubs and trees. Topsoil in this area is thin and extremely valuable because it is in such short supply. Non-organic subsoil, or topsoil indiscriminately mixed with subsoil, will not usually support the growth of healthy and attractive vegetation. Landowners and their contractors are therefore responsible for removing and preserving the topsoil on areas of their property to be disturbed prior to the beginning of construction, replacing the topsoil after construction and then seeding, mulching, irrigating and controlling runoff, erosion and weed growth until healthy vegetation is reestablished.

4.2 Surface Preparation

Topsoil should be stripped and stockpiled from the area intended to be disturbed by construction activity prior to starting any excavation. The topsoil stockpile should be located out of the area to be disturbed by the construction activities and out of natural drainage swales or water courses. Landowners are advised to seed the topsoil pile with annual rye to reduce the growth of noxious and unsightly weeds and minimize wind erosion during the time that the topsoil remains stockpiled, unless it is to be replaced immediately.

Landowners or contractors who are trenching for underground pipes or utilities should place topsoil to one side of the trench and subsoil to the other side. The topsoil will then be available separate from the subsoil for restoring the surface during backfilling operations. Topsoil should not be used for bedding underground pipes or wires and should not be mixed with non-organic subsoil.

4.3 Replacement of Topsoil

All areas disturbed by construction activities shall be reclaimed by replacing topsoil, reestablishing vegetation, eradication or controlling the growth of noxious weeds and preventing soil erosion, excess runoff and the degradation of surface water quality.

After construction, the areas to receive topsoil shall be cleared of all debris, large rocks, roots, stumps and other material which would be foreign to the natural landscape.

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Waste organic material cleared from the site must be hauled to an approved landfill, or buried or burned on-site. If material is buried or burned on-site, the disturbed areas shall also be part of the reclamation project.

Piles of boulders, rock, rubble and excavated waste material shall be reclaimed in the aftermath of all construction projects. These remains are prone to erosion and the propagation of weeds and are unsightly and many in the community find them to be objectionable and a nuisance. Excess excavated material from construction must be graded, contoured, attractively landscaped and reclaimed with topsoil and new vegetation. However, landowners may elect to discretely stockpile some boulders or rocks out of sight for use in future construction, attractive landscaping or drainage control, provided that it is not allowed to become a nuisance or eyesore.

4.4 Waste Material Burning

For material to be burned on-site, the landowner must obtain an outdoor burn permit from local authorities before commencing any burning activities and the burn area must be reclaimed in accordance with these guidelines. No hazardous or toxic material including plastics may be burned. No burning should occur during excessive dry or windy periods and care must be taken not to allow fires to burn out of control or escape from the landowner's property. All burning shall be conducted in accordance with *Section 5.02 Fire Rules* of the ~~Covenants~~Restated Covenants.

4.5 Finish Grading

Prior to the replacement of topsoil, the areas shall be graded, raked and contoured to the shape of the final landscape. The areas should be rough graded to create the final landscape contours with the subsoil to prevent use of excessive quantities of topsoil to fill in depressions and form a smooth surface appearance. Smooth, gradual slopes in the surface contours of the site should be provided around the building, in naturally occurring drainage swales and over other areas of the site to enhance the movement of surface storm water runoff (such as rain water off the roofs of buildings) and to prevent the accumulation of water against building foundation walls. Areas next to buildings up to 5-feet away shall be graded to drain water away from the building. Rough grading work should not be undertaken when the native soil is excessively wet, muddy or prone to clumping or rutting.

After rough grading is completed, topsoil shall be spread and raked to a uniform thickness equal to the original condition or a minimum of at least 3 to 4 inches. As noted above for the rough grading, finish grading of the topsoil should not be done during rainy weather or when the soil is muddy.

Following the placement of topsoil, for ease of future maintenance and contribute to the desired appearance, the area should be raked smooth and cleared of all rocks, sticks, roots and foreign debris which would inhibit the growth of grass. Variations in a uniform slope that cause depressions in excess of 3 inches across 10 feet of grading will tend to hold surface water and become muddy patches.

Placement of additional topsoil may be required to repair areas where the subsoil has settled due to inadequate compacting of the backfill deposited during construction activities, such as excavated trenches or around foundation walls. Where these repairs to

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the graded contours become necessary, the placement of subsoil backfill material should be considered to bring the ground surface to the desired elevation prior to the placement of additional topsoil.

4.6 Seeding Mulching and Irrigating

Freshly graded areas should be seeded with the proper blend of grass seed at the recommended application rate (refer to *Section 4.9 Grass Seed Mixture and Application Rates Recommendations* hereinafter) to ensure adequate coverage of the area.

After the grass seed has been planted over the areas, by broadcast or drilling, straw mulch, jute or hemp mats or other suitable covering may be necessary to be placed over the area to assist in holding in the moisture, prevent the wind from blowing the seeds and the birds from eating them. Measures shall be taken to protect fresh topsoil and seeding from erosion, especially in drainage swales and ditches, by resisting the movement of surface water and inhibiting the growth of weeds. For reclamation of large areas, such as fallout shelter excavations sites, it is recommended that the site be seeded every March, so that the final snow melt off waters the seed growth. After the first year, supplemental plantings may be needed for areas of wind or water erosion.

For the development of a healthy and stable root system, all seeded areas should be watered daily if necessary, for a period of up to one month or until the grass has reached a height of 3", whichever comes first.

4.7 Erosion Control

For disturbed areas that have a ground slope greater than 4% (1 foot vertical drop in 25 feet horizontal run), any areas immediately above streams or active drainage coursed, and other areas as may be required by the ~~GPRC~~PRC, additional temporary erosion control measures will be required. These measures may include the placement of continuous lines of straw bales staked to the ground to ensure the protection of the down gradient streams and areas from runoff and sediment transport or other measures recommended by the ~~GPRC~~PRC. These measures must remain in place until the root structure of the grass has developed adequately to stabilize the fresh topsoil (usually a minimum of one complete growing season).

Straw bales should be placed above the upper edge of a reclamation area in swales and natural drainages that run through the site and may be recommended in a continuous line along the upper edge of a disturbed area where the size of the drainage areas and the steepness of the ground could cause significant erosion.

The locations of lines of straw bales and other erosion control should be shown on site drawings for construction projects.

4.8 Weed Control

Noxious weeds (principally spotted knapweed, leafy spurge and Canadian thistle) must be eradicated or controlled in the reclamation areas by spraying with herbicide, uprooting the plants by hand or plow, grazing by ~~down with~~ sheep or goats, and/or in some cases mowing.

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Unsightly weeds such as tumbleweed, mustard, broadleaf plants, etc. are most effectively controlled by establishing a healthy growth of natural grasses adapted to the irrigated or dry conditions of the planted area, accompanied by grazing or mowing.

Consult with the Park County Extension Office, 414 East Park, Livingston or the Soil Conservation Service, US Hwy 89, south of Livingston for information and instructions concerning your specific circumstances.

4.9 Grass Seed Mixture and Application Rate Recommendations

Seeding is usually most successful if undertaken during the Spring, generally during April/May when the soil is workable. The first year's germination and growth rate is generally slower than in succeeding years. Fall seeding may be successful if adequate measures are taken, such as extensive mulching, to protect the seeds from wind erosion, birds and runoff.

It is recommended that unirrigated and low maintenance areas be seeded at a rate of 20 lb. per acre with a mixture similar to a Native Prairie Mixture (available at local seed suppliers).

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