Glastonbury Landowners Association, Inc.

Board of Directors Special Meeting – ***Final***

January 2, 2020

1. **Call to Order**
The meeting was called to order at 60 Taurus Road by Newman Brozovsky at 7:15 p.m.

PRESENT: Newman Brozovsky (President), Ken Hurley (Vice President), Charlotte Mizzi (Secretary), Aija-Mara Accatino, Tim Brockett (by phone), Claudette Dirkers, Ed Dobrowski, Gerald Dubiel and Andrea Sedlak (by phone).
ABSENT: Jerry Ladewig.
Also Attending: Karleen McSherry (Administrative Assistant)
Landowners: Donna Andersen, Clare Parker, George Roscoe (by phone), Mark Seaver (by phone).

2. **Finance Committee – CM & AS**
2.1 Assessment increase
The Finance Committee presented two budgets – one that included a 10% increase and the other a 5% increase. It was noted that a 5% increase wouldn't divide equally into four quarterly payments. **Motion:** Gerald motioned and Charlotte seconded to approve the 10% increase in assessments. **Motion failed** (4 in favor – Aija-Mara, Gerald, Charlotte, Andrea; 5 opposed – Tim, Claudette, Ed, Ken, Newman). **Motion:** Charlotte motioned to approve a 6% increase in assessments. **Motion carried** (5 in favor – Aija-Mara, Gerald, Charlotte, Andrea, Newman; 4 opposed – Tim, Claudette, Ed, Ken).

2.2 Letter to landowners about increase
Action Item: ***Andrea – rework letter created in December with the 6% increase.***

3. **Board vote**
3.1 Discussion about noticing landowners regarding vacancies
Although the Bylaws do not require 30-day notice of board vacancies to be sent to landowners, it was decided to send the announcement of both vacancies with the assessment increase letter, and ask interested landowners to express their intent to the board by the February board meeting.

4. **Adjournment**
Newman adjourned the meeting at 8:22.

6. **Next Board Meeting: January 13, 2020 at Emigrant Hall**

Glastonbury Landowners Association, Inc.

Board of Directors - Meeting Minutes *Final*

February 17, 2020

1. **Call to Order, Pledge of Allegiance, Invocation and one minute of silence**
The meeting was called to order by Newman Brozovsky at 7:10 p.m.

PRESENT: Newman Brozovsky (President), Ken Hurley (Vice President, phone), Charlotte Mizzi (Secretary), Aija-Mara Accatino (arrived 7:15), Tim Brockett, Claudette Dirkers, Ed Dobrowski (phone), Gerald Dubiel, Jerry Ladewig.
ABSENT: Andrea Sedlak, Karleen McSherry (Administrator)
Landowners: Donna Andersen, John & Jean Carp; Sabrina Hanan, Jeff Ladewig, John McAlister, Clare Parker, Sam & Emma Richards.

2. **Announce meeting being recorded - NB**

3. **Commence Special Meeting - NB**

3.1 Conversation with candidates and fill NG seat
Jean Carp, a longtime resident of North Glastonbury, presented her skills in bookkeeping and counseling, as well as having her own business

Sabrina Hanan has been a professional consultant for 17 years. As a behavioral analyst she was required to write reports and speak on the issues at hand.

3.2 Conversation with candidates and fill SG seat
John McAlister moved to Glastonbury in 2019, lives in Glastonbury full-time and was the CEO of a number of companies. He would be interested in serving on the Project Review and Finance Committees.

Clare Parker, a long resident of South Glastonbury and the runner-up at the November 2019 election shared her vision for the community.

2019 election shared her vision for the community.
Secret ballot votes:
North Glastonbury: Jean Carp 7, Sabrina Hanan 2.
South Glastonbury: John McAlister 6, Clare Parker 3.

4. **Commence Regular Monthly Board Meeting - NB**

4.1 Seat new board members
Jean Carp and John McAlister were seated as board members.

5. **Set Agenda**
8.4.2 Website

6. **Visiting Landowner Input Period**
Leo Keeler stated that he did not get a response to his letter regarding SB300, that he intended to file with the County/State as per the regulation and he might build a greenhouse. Mr. Keeler also questioned how the GLA was following up with the attorney regarding landowners delinquent in assessment payments. Newman responded that he had provided the collection attorney with the next names on the list.

7. **NEW BUSINESS**
7.1 Owens – request for 80% reduction on assessments (reverse mortgage), hardship
Tabled to Legal Committee.

8. **Officer and Committee Reports**
8.1 President's Report – NB
8.1.1 New board meeting venue?

8.1.2 Treasurer

Motion: Charlotte motioned and Gerald seconded to appoint Jean Carp as treasurer. **Motion carried unanimously.** Discussion included whether the person running can vote.

8.2 Project Review Committee Report – GD/CM

8.2.1 NG 64 Scariano letter

Two landowners, Jeff Ladewig and Sabrina Hanan, spoke about the need to enforce the GLA's governing documents.

8.2.2 NG 34 Willie letter

The board discussed the current situation but not the letter from Seth Cunningham of May 2019.

8.2.3 SG 107 Brown/Ford letter

Action Item: ***Gerald – call Brown/Ford's contractor to get elevation drawings with maximum height and footprint with dimensions clearly marked.***

8.3 Treasurer's Reports

8.3.1 P&L, Balance Sheet, Deposit/Check Details, Customer Balance Summary January 2020

Tabled for board to review and vote by email.

8.4 Secretary's Report – CM

8.4.1 Newsletter

The Board reviewed the draft but no vote was taken to approve it.

8.5 Road / Management Committee Report – JC/ED

Discussion included planning ahead for spring and the need for longer snow posts.

8.6 Complaint Committee – JL

8.6.1 Hanan/Brookhart

Motion: Jerry motioned and Charlotte seconded to send the committee's letter regarding Covenant 4.02, keeping dogs under control, to Mr. Brookhart. **Motion carried** (9 in favor and 1 abstention) by voice vote.

Action Item: ***Karleen – send all letters from the president.***

8.6.2 Hanan/Desborough

Motion: Jerry motioned and ? seconded to send the committee's letter regarding Covenant 4.02, keeping dogs under control, to Mr. Desborough. **Motion carried** (9 in favor and 1 abstention) by voice vote.

8.6.3 Hanan/Peacock

Motion: Aija-Mara motioned and Jerry seconded to send the committee's letter regarding Covenant 4.02, keeping dogs under control, to Ms. Peacock. **Motion carried** (9 in favor and 1 abstention) by voice vote.

8.6.4 Brookhart/Hanan

Motion: Aija-Mara motioned and Jerry seconded to send the committee's letter regarding Covenant 4.02, keeping dogs under control, to Ms. Hanan. **Motion carried** (9 in favor and 1 abstention) by voice vote.

8.6.5 Hanan/Martin

Motion: Jerry motioned and Claudette seconded to send the committee's letter regarding Covenant 4.02, keeping dogs under control, to Mr. Martin. **Motion carried** (9 in favor and 1 abstention) by voice vote.

8.6.6 Draft to Keeler re: delinquent list

Newman reiterated that he had provided the collection attorney with the next names on the list.

8.6.7 D Newby complaint of Dec 7 2019
Motion: Jerry motioned and Aija-Mara seconded to send the committee's letter that addressed Ms. Newby's concerns to her. **Motion carried** (8 in favor; 1 opposed and 1 abstention) by voice vote.

8.6.8 Letter to Sherwood
Jerry presented to the board the committee's letter to Mr. Sherwood giving him 60 days to clean up his property and noting that he would be responsible for the association's court costs if he failed to comply. The letter was to be sent by certified mail.
Action Item: ***Jerry – reword the last paragraph of the Sherwood letter and send it to the board for an email vote***

8.7 Governing Documents Committee - AS
The next Governing Documents Committee meeting was scheduled for March 3rd at Jerry's house.

8.8 Legal Committee Report – NB
The next Legal Committee meeting was scheduled for Monday, February 24th.

9. Approve minutes

10. Ombudsman Reports
John Carp reported that he received many calls and requests during the last snowstorm, when it was windy for three days with many drifts.

11. Finished Business
11.1 Email Votes
1. 01/24-21/20 **Motion:** Jerry motioned and Aija-Mara seconded to approve the January 23rd letter to L Keeler. **Motion passed** (8 in favor – Jerry, Aija-Mara, Charlotte, Gerald, Ken, Newman, Ed, Andrea; 1 opposed – Tim; 1 abstention – Claudette).

12. Visiting Landowner Input Period

13. Adjournment
Newman adjourned the meeting at 10:38 p.m.

14. Next Board Meeting: March 9, 2020

Glastonbury Landowners Association, Inc.

Board of Directors - Meeting Minutes ***Final***

March 9, 2020

1. **Call to Order, Pledge of Allegiance, Invocation and one minute of silence**
   The meeting was called to order by Newman Brozovsky at 7:08 p.m.

   PRESENT: Newman Brozovsky (President), Ken Hurley (Vice President), Charlotte Mizzi (Secretary), Jean Carp (Treasurer), Aija-Mara Accatino, Tim Brockett (by phone), Claudette Dirkers, Ed Dobrowski (8:09 arrival), Gerald Dubiel, Jerry Ladewig, John McAlister, Andrea Sedlak (by phone).
   Also Attending: Karleen McSherry (Administrator)
   Landowners: Donna Andersen, Miriam Barker, John Carp, Denise Diehl, Sabrina Hanan, Martha McAlister, George Roscoe, Mark Seaver (by phone).

2. **Announce meeting being recorded**

3. **Set Agenda**

4. **Visiting Landowner Input Period –** (20 minutes, up to 3 minutes per speaker)
   Sabina Hanan remarked that she had not received a resolution letter from the Complaint Committee.

5. **UNFINISHED BUSINESS**

6. **Officer and Committee Reports**

6.1 President's Report

6.1.1 Conduct unbecoming

Motion: Charlotte moved and Aija-Mara seconded to formally censure Tim Brockett. **Motion withdrawn.**

6.1.2 Appoint landowners to advisory committees

Motion: Claudette moved and Tim seconded to add Sabrina Hanan to the Governing Documents Committee. **Motion failed** by paper ballot (6 opposed; 5 in favor).
Motion: Claudette moved and Jean seconded for Dave Hink to be put on the Road Committee. **Motion carried unanimously.**

6.1.3 Monthly meeting venue

Motion: Jean moved and Ken seconded that the board meet in Liberty Hall. **Motion carried** by voice vote (10 in favor, 1 opposed – Tim).

6.2 Project Review Committee Report

Motion: Charlotte moved and Gerald seconded to have the attorney send a cease and desist order to the Van Udens of SG 46 for unauthorized building of a garage, especially while not in good standing because of being on a payment plan. **Motion carried unanimously.**

6.3 Secretary's Report

6.3.1 Newsletter

Motion: Gerald moved and Jean seconded that the board approve the newsletter to send to LOs. **Motion carried** by voice vote (9 in favor, 3 opposed – Jerry, Claudette, Tim).

6.4 Treasurer's Report

6.4.1 P&L, Balance Sheet, Deposit/Check Details, Customer Balance Summary Feb 2020

Motion: Jean moved and Charlotte seconded to add a "Donate" button on the website as well as a notice on the assessment statement to help landowners/members who prove their hardship to pay their assessments. **Motion carried unanimously** by voice vote.

6.4.2 **New TR computer**

Motion: Charlotte moved and Gerald seconded that the board purchase the Dell computer recommended by Jean for $871. **Motion carried** by voice vote (10 in favor, 2 opposed – Claudette, Tim).

6.5 Road / Management Committee Report

John announced that the committee meeting had been moved to the following Thursday.

6.6 Complaint Committee

6.6.1 Complaint Committee Report

Clare Parker resigned from committee.

6.6.2 Sherwood

Action Item: ***Karleen – send letter by certified mail to Mr. Sherwood as well as his wife and daughter.***

6.6.3 Hanan on Brookhart & Desborough

Notice letters to Mr. Brookhart and Mr. Desborough were to be sent that week.

6.7 Governing Documents Committee

6.7.1 Proposed restated bylaws to attorney

Motion: Andrea moved and Gerald seconded that the board send to the attorney the two restated bylaws documents presented to the board for his feedback by April 3rd. **Motion carried unanimously** by voice vote (10 in favor, 2 no longer at the meeting – Ed, Jean). Andrea announced that there would be a members meeting sometime mid to late May to answer questions about the proposed changes. Discussion ensued about term limits and creating a nominating committee to look at and nurture interest in people interested in serving on the board.

6.7.2 Revised Rule 2.01

TABLED.

6.7.3 Proxies

Motion: Charlotte moved that her statement regarding proxies be sent to the attorney for an opinion. **Motion failed for lack of a second.** Discussion to put this topic on the agenda for the next meeting. **Motion:** John moved and Ken seconded to vote now about removing proxies from the bylaws (a yes vote is to remove proxies from the restated bylaws; a no vote is to leave proxies in the restated bylaws). **Motion carried to leave proxies in the restated bylaws** by roll call vote (4 in favor – Aija Mara, Ed, Gerald, Charlotte; 7 opposed – Tim, Claudette, Ken, Jerry, John, Andrea, Newman).

6.8 Legal Committee Report

7. Approve minutes

8. Ombudsman Reports

9. Finished Business

9.1 Email Votes

1. 2/24-25/20 **Motion:** Jerry motioned and Andrea seconded to send the attached, edited Sherwood letter presented to the board at the last meeting to the Sherwoods. **Motion carried** (9 in favor – Jerry, Andrea, John, Ken, Claudette, Charlotte, Jean, Aija-Mara, Gerald; 1 opposed – Tim; 2 didn't vote – Ed, Newman).

2. 2/25-27/20 **Motion:** Jean motioned and Gerald seconded that the GLA buy a Dell Latitude 5400 laptop for the treasurer. **Motion stalled** (4 in favor – Jean, Gerald, Aija-Mara, Charlotte; 4 opposed – Tim, Andrea, Claudette, Jerry ; 4 didn't vote – Ed, Newman, John, Ken).

10. Visiting Landowner Input Period

11. Adjournment

The regular meeting adjourned at 10:20 p.m.

12. Next Board Meeting: April 6, 2020

13. Closed Session

The closed session began at 10:24 p.m.

13.1 Scariano letter

In 2018 the board approved Mr. Scariano's project as a barn, with no interior plumbing and a height of 15 ft. but he build a 2-story building with at least four apartments. Suggestions were made for edits to the Brown Law letter to Mr. Scariano, including that he is in violation of **several** governing document requirements.

Action Item: ***Newman – send electronic version of Brown Law letter and the original Project Review Application to the board for their input in sending edits to Seth.***

13.2 Legal Committee mtgmins

Action Item: ***Board - read through the legal committee minutes.***

Motion: Charlotte motioned and Gerald seconded to take the recommendation of the legal committee to not use corporate funds for hardships and to send letters explaining this to the two landowners who made the requests. **Motion carried unanimously.**

The closed session was adjourned at 10:47 p.m.

Glastonbury Landowners Association, Inc.

Board of Directors - Meeting Minutes *Final*

April 6, 2020 – by phone

1. **Call to Order, Pledge of Allegiance, Invocation and one minute of silence**
   The meeting was called to order by Newman Brozovsky at 7:07 p.m.

   PRESENT: Newman Brozovsky (President), Ken Hurley (Vice President), Charlotte Mizzi (Secretary), Jean Carp (Treasurer), Aija-Mara Accatino, Claudette Dirkers, Ed Dobrowski, Gerald Dubiel, Jerry Ladewig, John McAlister, Andrea Sedlak.
   ABSENT: Tim Brockett
   Also Attending: Karleen McSherry (Administrator)
   Landowners: Miriam Barker, Sabrina Hanan, Martha McAlister, Mark Seaver.

2. **Announce meeting being recorded**

3. **Set Agenda**

4. **Visiting Landowner Input Period**
   Sabrina Hanan questioned the newsletter article stating that animals are to be restrained by fences and gates, per Covenant 4.02; is this an accurate interpretation of that covenant? She also questioned the article about weeds that stated the organization would no longer weed the easements because they are owned by landowners who are responsible for that work; referencing Covenants 8.01 and 7.03 Ms Hanan doesn't see that she owns the easement; Newman clarified that an easement gives someone an interest in land that is owned by someone else, therefore the landowner owns the land and GLA has an interest in that land for road and utilities. Mark asked if he would receive a public apology for not being taken off the treasurer's voicemail in a timely manner and Newman apologized.
   Action Item: ***Karleen will send research re: state & county law used for article.***
   Action Item: ***Gerald will go to Park County re: who owns easements.***
   Action Item: ***Upon resolution of the easement issue, let gov docs committee know if gov docs need to be changed.***

5. **UNFINISHED BUSINESS**

6. **Officer and Committee Reports**

   6.1 President's Report

   6.1.1 COVID-19 payment grace: payment plans & quarterly payments
   Motion: Charlotte moved and Jean seconded to waive interest and penalties on a case-by-case basis with proof of being unemployed and ending with being reemployed, with the stipulation that by Oct 31 the landowner would need to be in compliance by having paid the principle to vote. **Amended motion:** Charlotte moved and Jean seconded to waive interest and penalties on a case-by-case basis with proof of being unemployed with the stipulation that by Oct 31 the landowner needs to be in compliance by having paid the principle to vote. This opportunity will be last until Jun 30 and then be revisited in July. **Motion carried** by voice vote (7 in favor – Aija-Mara, Jean, Ed, Gerald, Ken, Charlotte, Newman; 4 opposed – John, Claudette, Jerry, Andrea).
   Motion: Charlotte motioned and Jean seconded with regard to payment plans that anyone on a case-by-case basis that contacts the board and requests a grace period for a limited time based on proven hardship will be given a delay in their payments and this opportunity will be revisited at the end of June 30, 2020. **Motion carried unanimously** by voice vote.

   6.1.2 Email voting policy/procedure
   Tabled to next month.

   6.2 Project Review Committee Report – GD

   6.2.1 SG 34-A3 Ohlen Garage

Gerald reported that he and John went to the site and all setbacks were met. **Motion:** Gerald moved and Charlotte seconded to accept this garage project with the conditions of reseeding, obtaining all necessary permits and that when the project is complete that the committee has the right to visit the property to make sure no plumbing was installed upstairs. **Motion carried unanimously** by voice vote.

6.2.2 Revised application and forms

Motion: John moved and Claudette seconded to accept the revised application and forms with a line for the engineer's signature on the first page of the application. **Motion carried** by voice vote (9 in favor – Aija-Mara, Jean, Gerald, Claudette, Ken, Jerry, John, Andrea, Newman; 2 opposed – Charlotte, Ed).

6.3 Secretary's Report – CM

6.4 Treasurer's Report – JC

6.4.1 P&L, Balance Sheet, Deposit/Check Details, Customer Balance Summary March 2020

Motion: Charlotte moved and Gerald seconded to accept the Treasurer's report. **Motion carried unanimously** by voice vote.

6.4.2 Transfer of funds

Action Item: ***Andrea will work with Jean.***

6.5 Road / Management Committee Report – JC/ED

6.5.1 NG roads work order and budget

Motion: Charlotte moved and Jean seconded to approve John Carp's plan, the work order and budget for North Glastonbury. **Motion carried unanimously** (10, Ed no longer attending) by voice vote.

6.5.2 Signposts

Motion: Charlotte moved and Claudette seconded to approve $200 for poles and signs. **Motion carried unanimously** by voice vote.

6.6 Complaint Committee – JL/AMA

6.6.1 Sherwood status

The GLA did receive back the certified letter green receipts indicating the Sherwoods did receive the GLA's last letter. Newman spoke with Mr. Sherwood and asked him to regularly update him on his progress in cleaning out his property.

6.6.2 Closure letter to Hanan on Brookhart/Desborough

Motion: Jerry motioned and Andrea seconded to approve the committee's letter to Sabrina Hanan. **Motion carried unanimously** by voice vote. **Motion**: Charlotte moved and Jerry seconded to release Mr. Desborough's email response of March 14, 2020 to Ms Hanan only with his permission. **Motion carried unanimously** by voice vote. **Action Item:** ***Jerry - Email Mr. Desborough to get his permission to give to Ms. Hanan his email response.***

6.6.3 Letter to Mark Seaver

Motion: Jerry moved and Aija-Mara seconded to send out the letter to Mark Seaver dated March 24 the complaint committee created to close out the complaint with the committee's signature. **Motion carried unanimously** by voice vote. Motion carried (6 in favor – John, Ken, Aija-Mara, Claudette, Jerry, Andrea; 2 abstentions – Newman, Charlotte).

6.7 Governing Documents Committee - AS

6.7.1 Update from latest meeting

Andrea reported that the Governing Documents Committee considered items the board charged the committee with at the January meeting, especially regarding ways of imposing sanctions that obtain better compliance with the governing documents.

6.7.2 Letter requesting landowners' ideas

Motion: Andrea moved and Claudette seconded to include in the restated bylaws mailing a letter to landowners regarding how to impose sanctions on those out of compliance with the GLA governing documents. **Motion carried unanimously** by voice vote.

6.7.3 Work re: Seth's feedback

The committee will submit the draft revised bylaws to the board for approval to be sent to the landowners for 30-day review. **Motion:** Charlotte motioned and Aija-Mara seconded to table the revision of Rule 2.01 until the next meeting. **Motion carried unanimously** by voice vote.

6.8 Legal Committee Report – NB

7. Approve minutes January 13, 2020

Motion: Charlotte moved and Aija-Mara seconded to approve the board and landowner versions of the January 13 meeting minutes. **Motion carried** by voice vote (7 in favor; 1 abstention – John).

8. Ombudsman Reports

9. Finished Business

9.1 Email Votes

1. 3/19-20/2020 **Motion:** Andrea moved and Jerry seconded that the board approve having the attorney send out Newman's version of the Scariano letter as soon as possible. **Motion carried** (10 in favor – Andrea, Jerry, John, Newman, Ken, Claudette, Tim, Gerald, Jean, Aija-Mara; 2 didn't vote – Ed, Charlotte).
2. 3/19-22/2020 **Motion:** Jerry motioned and Andrea seconded to conduct meetings by phone until further notice.[i] **Motion carried** (10 in favor – Jerry, Andrea, Ken, Tim, Gerald, Aija-Mara, Claudette, John, Newman, Charlotte; 2 didn't vote – Ed, Jean).
3. 3/24-25/2020 **Motion:** Gerald motioned and Charlotte seconded that the GLA purchase the recommended HP Officejet 477 printer. **Motion carried** (11 in favor - Gerald, Charlotte, Jean, Aija-Mara, Newman, Ed, Jerry, Andrea, Claudette, Ken, John; 1 opposed – Tim.)
4. 3/28-30/2020 **Motion:** Jerry motioned and John seconded to send the revised letters from Seth to Scariano and VanUden with Claudette's corrections. **Motion carried** (11 in favor – Jerry, John, Claudette, Ken, Aija-Mara, Andrea, Tim, Gerald, Newman, Charlotte, Jean; 1 didn't vote – Ed).

10. Visiting Landowner Input Period

11. Adjournment 10:41

The meeting was adjourned at 10:41.

12. Next Board Meeting: May 4, 2020

13. Closed Session

13.1 Conduct unbecoming

Tabled until next meeting

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[i] Due to the Covid-19 virus, state and nationwide prohibitions on gatherings of multiple people were recommended and then mandated.

Glastonbury Landowners Association, Inc.

Board of Directors - Meeting Minutes *Final*

May 4, 2020 – by phone

1. **Call to Order, Pledge of Allegiance, Invocation and one minute of silence**
The meeting was called to order by Newman Brozovsky at 7:08 p.m.

PRESENT: Newman Brozovsky (President), Ken Hurley (Vice President), Charlotte Mizzi (Secretary), Jean Carp (Treasurer), Aija-Mara Accatino, Tim Brockett, Claudette Dirkers, Ed Dobrowski, Gerald Dubiel, Jerry Ladewig, John McAlister, Andrea Sedlak.
Also Attending: Karleen McSherry (Administrator)
Landowners: Donna Anderson; Miriam Barker, John Carp, Sabrina Hanan, Martha McAlister, Debbie Newby, Richard Will.

2. **Announce meeting being recorded**

3. **Set Agenda**
6.5.1 Nomination of Tim Brockett as High South Road Chair

4. **Visiting Landowner Input Period**
Debbie Newby expressed concern about board meeting minutes not being sent to landowners by email and also asked when she'd receive corrected assessment statements. Sabrina Hanan asked for clarification about landowners needing to fence in pets. Donna Andersen commented about board meeting minutes not being put on the website.
Action Item: ***Karleen – put correction regarding not needing a fence in next newsletter.***

5. **UNFINISHED BUSINESS**

6. **Officer and Committee Reports**

6.1 President's Report – NB

6.1.1 Email voting policy/procedure
Motion: Charlotte motioned and John seconded to accept the April 3, 2020 draft procedure for board email voting. **Motion carried** (10 in favor and 2 opposed – Tim, Claudette) by voice vote.

6.1.2 Last assessment mailing issues
Karleen reported a number of issues with the April assessment statement mailing.

6.1.3 Keep ATS or go with a different accounting firm
Jean asked to retain ATS.

6.2 Project Review Committee Report – GD

6.2.1 Application/Admin fee; construction bond cap; blasting fees
Motion: Charlotte motioned and Gerald seconded to approve the new the Project Review application fee of $50 plus $20 for each additional form beyond the first, the construction bond cap of $500 and the blasting impact fee of $200 and construction bond of up to $1,000. **Motion carried** (11 in favor and 1 opposed – Ed) by voice vote.

6.2.2 Amount of time the association holds construction bonds
John wrote a letter to send to the attorney asking how the association can move the $20,000 in unclaimed construction bonds into the general fund and if there are legal time limits for holding bonds, such as for 3 years, with the option of extending it for another 3 years if the project is not complete. The PRC will track and keep records of those that have and haven't completed the process and collected their bonds.

6.3 Secretary's Report – CM

6.3.1 June newsletter, need articles
Charlotte asked the board to submit articles for the June newsletter; suggestions for articles included letting landowners know that people who call in to meetings need to

identify themselves, about landowner responsibilities regarding well logs, and a blurb about construction bonds.

6.4 Treasurer's Report – JC

6.4.1 P&L, Balance Sheet, Deposit/Check Details, Customer Balance Summary April 2020

Motion: Charlotte moved and Andrea seconded to accept the treasurer's report with the promise of an updated customer summary that would examine landowners with balances that have not had balances before. **Motion failed** by voice vote. (5 in favor – Aija-Mara, Jean, Charlotte, Gerald, Jerry, and 7 opposed - Ed, Newman, Claudette, Tim, John, Andrea, Ken) Discussion included the preference to have the customer balance summary corrected before voting to approve it and questions about why the GLA is spending money on legal fees to address eyesore complaints instead of neighbors suing each other and bearing the cost.

6.4.2 Approve YE transfer of funds

Tabled until more detail is obtained from ATS regarding how much was moved and to where.

6.4.3 Announce Finance Committee date

Jean scheduled a Finance Committee Meeting for Wednesday, May 6th from 7:00 – 8:00 p.m. by phone.

6.5 Road / Management Committee Report – JC/ED

6.5.1 To Approve Standish maintenance bids for south roads

John Carp reported that Standish submitted a bid for south roads of $20,570 and there was $5,000 of work done by Chad Standish that was not on the work order. **Motion:** Claudette moved and John seconded to make Tim high South road chair. **Motion failed** by roll call vote (5 in favor – Aija-Mara, Tim, Claudette, Ken, John; 6 opposed – Ed, Gerald, Jerry, Charlotte, Andrea, Newman). Discussion involved Tim's criteria to be high South road chair – for road maintenance only and not snow plowing, and the board setting a budget of 50% of South's total budget for high South; the feasibility of allotting 50% of the budget when low South has the greater population density; the recommendation that high South consider imposing a special assessment for their road upkeep; and the possibility of imposing greater assessments on SpecTec for their extra employees.

Action Item: ***John Carp – send board breakdown of work done by Standish beyond the work order.***

Action Item: ***Tim – meet with Standish to get bid for upper South road repair.***

Action Item: ***Ed – talk to Standish about the bid.***

6.5.2 Approve additional MgCl application for north roads

John Carp reported that there was $5,000 left for MgCl in North's budget. **Motion:** Charlotte motioned and Gerald seconded to approve one application of MgCl on Gemini and Capricorn in the spring at $2,500. **Motion carried unanimously** (11 board members; Jean no longer on the call) by voice vote.

6.5.3 Asphalt repair on Sirius

The 8-10 foot wide section on Sirius that Chad Standish repaired last year for free has a noticeable bump and needs to be repaired. The Standish bid is $6,000, which is high. There was discussion about CUT owning that road, not the GLA.

Action Item: ***John Carp – check with Standish to see if his bid included a mobilization fee and if that can be removed from the bid.***

6.5.4 Cost of high South & low South snow & maintenance work

The platted roads in high South total 7.6 miles and roads in low South total 2.8 miles. Discussion focused on the cost of snowplowing high South that wipes out almost the whole snowplowing budget; the question of whether the association should revisit the idea of owning its own truck and snowplowing equipment with the counter that

research had been conducted years ago to show the benefit of outsourcing that work; and the suggestion that the accelerated costs in snowplowing might be due to Standish not using the right equipment for the job.
Action Item: John Carp – talk with Standish about purchasing the right equipment.

6.5.5 North paved roads chip sealing bid

North's paved roads, chip sealed 10 years ago, need to be chip sealed again. The committee received a bid from Wharton Asphalt in Billings for $116,000. This doesn't include repair work to be done before chip sealing. If the board works out the logistics, such as financing and a landowner special assessment, the committee can plan to get the chip sealing done next summer.
Action Item: ***Jean - talk to Bank of the Rockies regarding being the sole financer.***

6.5.6 Dry Creek chip sealing

Ed reported that the county schedules chip sealing every 18 years; Dry Creek Road won't last 18 years; the suggestion that South might need to have a special assessment to chip seal between the county's surface treatments. The suggestion was made to ask the county to do it sooner.

6.5.7 Road sign update

John reported that a couple of road signs had been stolen, creating a problem in receiving deliveries; signs for upper Gemini and Caspari were also ordered because the added traffic has made these one-lane roads dangerous; the need for guardrails to be placed where there are steep drop-offs.
Action Item: ***John - get bids on buying a guardrail; also ask Standish, who has access to previously-used guardrails for ¼ of the cost.***

6.5.8 Tim Brockett email report on high South road maintenance

Tim had submitted a report to the board detailing high South work needed to bring the roads up to par. There was disagreement among board members about the work requested and the GLA's Road Policy.

6.5.9 Weed mowing in NG

John distinguished between weed mowing and 5 ft. roadside mowing for safety; North has $1,700 in the budget for the latter and Daniel Peterson can mow the paved roads the first week of July for the budgeted amount or less. Discussion included the need to mow especially around curves because the high grass obstructs driving view; CUT owns Sirius and that road shouldn't be the GLA's responsibility; the recommendation to mow Sirius and when the ownership issue is resolved, recoup compensation; the question of whether Mr. Peterson would be willing to also mow South. Tabled.

6.6 Complaint Committee – JL/AMA

6.6.1 Sherwood status

Because compliance violations run with the land, the Complaint Committee created a letter to notify James Kozlik, Mr. Sherwood's realtor, that he is obligated to tell prospective buyers about the complaints and violations on this property. **Motion:** Jerry motioned and Claudette seconded to send the letter presented to the board and edited during this meeting to Mr. Sherwood's realtor James Kozlik. **Motion carried** by roll call vote (9 in favor – Aija-Mara, Tim, Claudette, Ed, Ken, Jerry, John, Andrea, Newman; and 1 opposed – Charlotte).
Action Item: ***Newman – in a phone call with Mr. Sherwood, get his physical address and give him the phone number of Clay Williams' who works at the dead car pickup at the county.***
Action Item: ***Jerry – send Karleen response to Ms Hanan regarding her request to receive Mr. Desborough's email to the GLA that he denied.***

6.7 Governing Documents Committee - AS

6.7.1 Update & schedule plans going forward

Andrea reported that the committee mailed the proposed restated bylaws to landowners on April 24th and they await comments, due by May 25th. On May 16th the committee plans to hold a telephone Q&A session with landowners in advance of the July 18th vote. The meeting room will be arranged to accommodate social distancing so people can vote in person as well as by absentee ballot. Half of the year's assessments need to be paid by June 30th by each landowner who intends to vote.

6.8 Legal Committee Report – NB

6.8.1 O'Connell bankruptcy case update

The judge in the O'Connell bankruptcy case ruled in favor of the O'Connells. GLA attorney James Screnar recommended and the Legal Committee concurred that the GLA appeal the ruling because it might set a precedent regarding the homestead exemption when trying to foreclose. **Motion:** Charlotte moved and Aija Mara seconded to move ahead with the appeal in the O'Connell bankruptcy case. **Motion carried unanimously** (10 in favor; Jean and Gerald absent) by voice vote.

6.8.2 Approve hardship case letters

Motion: Charlotte moved and Jerry seconded to approve the letters Ken wrote to two landowners who submitted hardship requests. **Motion carried unanimously** by voice vote.

Action Item: ***Tim - put donate button on website by the end of the coming weekend.***
Action Item: ***Newman – put in writing to Tim the request for him to update officers and committee members on the website.***

7. Approve minutes April 6, 2020

Motion: Jerry motioned and Charlotte seconded to approve the April 6, 2020 meeting minutes with the correction of adding Mark Seaver's last name in section 6.6.3. **Motion carried** by voice vote (9 in favor; 1 abstention – Tim).

8. Ombudsman Reports

9. Finished Business

9.1 Email Votes

1. 4/15-17/2020 **Motion:** Jerry motioned and Gerald seconded to approve John Carp's recommendation for Standish to grade and roll the stretch of Capricorn from Gemini to Bush's horse rescue, about 2,000', for $1,500. **Motion carried** (10 in favor – Jerry, Gerald, Jean, Charlotte, Andrea, Claudette, John, Ken, Newman, Tim; 2 didn't vote – Ed, Aija-Mara).
2. 4/16-20/2020 **Motion:** Andrea moved and Jerry seconded that the board approve sending to the landowners the draft restated bylaws, the summary list of changes, and the cover letter for the bylaws 30-day review. **Motion carried** (10 in favor – Andrea, Jerry, Claudette, Tim, Ken, John, Charlotte, Gerald, Newman, Jean; 2 didn't vote – Ed, Aija-Mara).
3. 3/24-25/2020 **Motion:** Andrea moved and Tim seconded that the Board require that the Finance and Legal Committees schedule meetings to be held in the next two weeks. **Motion carried** (8 in favor – Andrea, Tim, Claudette, John, Ken, Jerry, Gerald, Aija-Mara; 1 opposed – Charlotte, 3 did not vote – Ed, Jean, Newman).

10. Visiting Landowner Input Period

11. Adjournment – 11:39

The open session was adjourned at 11:39 p.m.

12. Next Board Meeting: June 8, 2020

13. Closed Session

13.1 Employee issues

The closed session of the meeting was adjourned at 12:53 a.m.

Glastonbury Landowners Association, Inc.

Board of Directors – Meeting Minutes *Final*

June 8, 2020

1. **Closed session**
   Newman called the meeting to order at 6:47 p.m.

   PRESENT: Newman Brozovsky (President), Ken Hurley (Vice President, phone), Charlotte Mizzi (Secretary, phone), Jean Carp (Treasurer, phone), Aija-Mara, Tim (phone), Ed (phone), Gerald, Jerry, John, Claudette (phone), Andrea (phone).
   Also Attending: Karleen McSherry (Administrator) and Seth Cunningham (phone) of Brown Law Firm.

   1.1 Board indemnification
   Seth spoke with board members about the bylaws requiring the board to indemnify themselves. **Motion:** Gerald motioned and Aija-Mara seconded to indemnify the board. **Motion carried** by roll call vote (7 in favor – Aija-Mara, Jean, Claudette, Ed, Gerald, Ken, John; 2 opposed – Tim, Jerry; 3 absent for the purpose of this vote – Newman, Charlotte, Andrea). **Motion:** Jerry motioned & Jean seconded to ask Mark Seaver for an extension. **Motion carried unanimously** by roll call vote.

2. **Call to Order, Pledge of Allegiance, Invocation and one minute of silence**
   The open session was called to order at 7:57 p.m.

   Absent: Charlotte Mizzi (Secretary, in the hospital)
   Landowners Present: Mike Adkins for Mark Scariano, Donna Andersen, John Carp, Sabrina Hanan, Martha McAlister, D Newby, Lucas Schad (Scariano architect), Chad & Melissa Stone.

3. **Announce meeting being recorded**

4. **Set Agenda**

5. **Visiting Landowner Input Period**
   Chad Stone spoke about being a 100% disabled veteran for whom the county has voted to vacate his back taxes; he requested the GLA create a program similar to the state's Department of Revenue program and vacate his back assessments and obligation for future payments, and to do so for any other disabled veterans as well; Debbie Newby asked for the February and March meeting minutes to be completed, sent to landowners and put on the website; Donna Andersen asked for notice of meetings to be given in a reasonable timeframe and noted the calendar was empty.

6. **UNFINISHED BUSINESS**

7. **Officer and Committee Reports**
   7.1 President's Report
   7.1.1 Liability insurance
   Tabled for board to review.

   7.2 Project Review Committee Report
   7.2.1 SG 37-1E1 Hummel, residence
   Gerald reported that this project complied with the setback requirements and with all of the covenants. **Motion:** Gerald motioned and Jerry seconded to give preliminary approval as soon as the GLA received the check for the project fees and with the conditions that necessary permits were obtained & the property was reseeded upon completion. **Motion carried unanimously** by voice vote.

   7.2.2 Construction bond regulation memo to Seth

Motion: Gerald motioned and Claudette seconded to send Project Review Committee's memo regarding the proposed construction bond regulation to Seth. **Motion carried unanimously** by voice vote.

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7.2.3 Revised wording on PR App

Motion: Gerald motioned and John seconded to accept the revised wording, indicated as the highlighted portion of the 2nd paragraph, of the project review application. **Motion carried unanimously** by voice vote.

7.2.4 Revised PR Instructions for the website

Motion: Gerald motioned and John seconded that the board accept the proposed changes to the project review instructions. **Motion carried unanimously** by voice vote.

7.2.5 Update on Scariano NG 64

Considerable discussion ensued about how to bring Scariano's building into compliance including redoing the inside to remove kitchens in the bedrooms and external doors as well as to create interior hallways to make it a five bedroom house, or to submit a variance to see if neighbors and the board would approve the design with the apartments; the need to widen the road to accommodate the increased traffic; doing something to soften the exterior of the building; and reiteration that the septic system could not be completed until the GLA had approved the septic plans along with the rest of the proposed fixes to the residence.

7.3 Secretary's Report

7.4 Treasurer's Report

7.4.1 P&L, Balance Sheet, Deposit/Check Details, Customer Balance Summary May 2020

Jean announced that the next Finance Committee meeting was scheduled on June 17 at Liberty Hall at 7:00 p.m. **Motion:** Gerald motioned and Jean seconded to accept the treasurer's report. **Motion carried** by voice vote (8 in favor – Aija-Mara, Jerry, Gerald, Andrea Ken, Jean, Ed, Newman; 3 opposed – Claudette, Tim, John).

7.4.2 ATVs tearing up roads

Action Item: ***Charlotte/Karleen – include article in next newsletter regarding requirements for licensure to drive and ATV and road safety.***

7.5 Election Committee

7.5.1 Need Election Committee / Chair

Motion: With the previous resignations of Claudette as Election Committee Chair and Tim as an Election Committee member, Andrea nominated and Tim seconded Jerry to be the Election Committee chair. **Motion carried unanimously** by voice vote. **Motion:** Jerry motioned and Aija-Mara seconded that the board accept Ken as the Election Committee co-chair. **Motion carried unanimously** by voice vote.

7.5.2 LO letter re: Nov election

Motion: Jerry motioned and John seconded to send the survey letter about the November annual meeting with the governing documents mailing. **Motion carried** by voice vote (10 in favor; 1 opposed – Newman).

7.6 Road / Management Committee Report

7.6.1 North spring maintenance costs

There was considerable discussion regarding the $3,800 cost overrun on the Standish bill that John C. spoke about at the previous board meeting and in a May 9th letter to the board; confusion regarding who approves payment, and clarification by Ken that the board approves the budget and the work, and the Road Committee chair approves the invoice for payment.

7.6.2 South maintenance work

Ed reported that road maintenance work had been completed in South; it was noted that the board never approved the contract to do the work.

7.6.3 Upper South

Roadwork was completed up to Polaris; Tim provided the board with recommendations for beyond Polaris; $16,000 was left in the budget.
Action Item – ***Ed / Road Committee – create a plan for upper south road work and bring it to the board for approval.***

7.6.4 North asphalt repair

Two sections on Capricorn that were approved for asphalt repair totaling $11,000 hadn't been done yet; there was a previously repaired section on Sirius that is a bump that Standish could fix for $3,000; discussion about who owns the road and was responsible for its upkeep. **Motion:** Jean motioned and Gerald seconded to repair the Sirius asphalt bump. **Motion carried** by voice vote (7 in favor; 3 opposed – Tim, John, Claudette; 1 abstention – Ed).

7.6.5 Weed cutting

Motion: Jean motioned and Ed seconded to cut the weeds during the first week of July four feet into the easements along the paved roads in North at a cost of $1,600. Motion carried by voice vote (7 in favor; 3 opposed – Claudette, Tim, Gerald; 1 abstention – John).

With regard to the cost of chip sealing the paved roads in North, the next step would be to explore funding options; the Livingston branch of Bank of the Rockies has a commercial loan officer.
Action Item: Jean – ***discuss with Bank of the Rockies commercial loan officer the requirements for taking out a loan to fund chip sealing.***

Action Item: ***Newman – forward to John C. Chris Desborough's proposal for road repair to fix the flooding issue by his house.***

7.7 Legal Committee Report

7.7.1 Change in Legal Committee

Motion: Claudette motioned and Tim seconded to add John M to the Legal Committee. **Motion passed unanimously** by voice vote.

7.8 Complaint Committee

7.8.1 Hanan on Brookhart closure letter

Motion: Aija- Mara motioned and Jerry seconded to send the committee's letter to Sabrina Hanan. **Motion carried unanimously.** (10 present)

7.8.2 Newby closure letter

Motion: Aija-Mara motioned and Jerry seconded to send the committee's letter to Debbie Newby. Motion carried by voice vote (9 in favor; 1 opposed – Tim).
Action Item: ***Karleen – change letter date to the date sent.***

7.8.3 Van Uden status

The Complaint Committee looked at the Van Uden property where they saw multiple inoperable cars.
Action Item: ***Complaint Committee – write letter to Van Udens requesting they remove the inoperable vehicles.***

7.8.4 Sherwood

Motion: Jerry motioned and Aija-Mara seconded to send the committee's letter to the Sherwoods. Motion carried by voice vote (9 in favor; 1 opposed – Newman).

7.8.5 Noise/shooting

Shooting is legal in Glastonbury.
Action Item: ***Charlotte/Karleen – include firearms policy in the newsletter.***

7.9 Governing Documents Committee

7.9.1 Member comments on Restated Bylaws draft
Andrea reported that eleven landowners sent in comments about the proposed bylaws changes, five appreciated their work, and one appreciated being asked; they brought up issues of consistency, confusions, things that might create problems operationally; other comments expressed opinions; some proposed other changes that they hadn't even imagined, the latter of which weren't incorporated into the final edits.

7.9.2 Restated Bylaws Vote package for board approval to mail to membership
Motion: Andrea moved and Tim seconded that the board approve the report to the board and the package to be sent out to landowners for the proposed Bylaws changes . Motion carried by voice vote (8 in favor; 2 opposed – Tim, Claudette).

8. Approve minutes: Board meeting May 4, 2020
Motion: Jerry motioned and Gerald seconded to approve the May 4th meeting minutes with the minor changes noted to 65.1, 6.5.2 and 6.5.6. **Motion carried** by voice vote (9 in favor; 1 opposed – Tim).

9. Ombudsman Reports

10. Finished Business
9.1 Email Votes

1. 5/5-7/20 **Motion:** Jerry motioned and Tim seconded to adopt the attached correction text regarding the pet article printed in the March newsletter for inclusion in the June newsletter. **Motion carried** (8 in favor – Jerry, Tim, Andrea, Jean, Claudette, John, Gerald, Ken; 4 didn't vote – Newman, Charlotte, Ed, Aija-Mara).

2. 5/12-13/20 **Motion:** Charlotte motioned and Tim seconded that the letter to two landowners requesting hardship waivers be reworded to state that we are planning a donation button on the web site for landowners to donate. Donations are for people who are having a hard time paying their assessments during these trying times of the Corona Virus. The donation button is being worked on and will be up soon. **Amended motion:** Charlotte motioned and Claudette seconded to change the language in the letters to two landowners requesting hardship waivers to say "will be" instead of "has been" in the sentence referring to the donation button. **Motion carried** (9 in favor – Charlotte, Claudette, John, Jerry, Ken; Jean, Andrea, Tim, Newman; 3 didn't vote – Aija-Mara, Ed, Gerald.

3. 5/20-21/20 **Motion:** Charlotte made a motion that the restated Bylaws draft not include election procedures. **Motion failed**, no second.

11. Visiting Landowner Input Period

12. Adjournment – 12:07 a.m.
The meeting was adjourned at 12:07.

13. Next Board Meeting: July 13, 2020

Glastonbury Landowners Association, Inc.

Board of Directors Meeting Minutes – ***Final***

July 13, 2020

1. **Call to Order, Pledge of Allegiance, Invocation and one minute of silence**
   The meeting was called to order by Newman Brozovsky at 7:10 p.m.

   PRESENT: Newman Brozovsky (President), Charlotte Mizzi (Secretary, phone), Jean Carp (Treasurer, left at 10:20 pm), Aija-Mara Accatino, Tim Brockett (phone), Claudette Dirkers, Ed Dobrowski, Gerald Dubiel, John McAlister, Andrea Sedlak (phone).
   ABSENT: Jerry Ladewig.
   Also Attending: Karleen McSherry (Administrator)
   Landowners: Mike Adkins (representing Mark Scariano), Donna Anderson; Miriam Barker (phone), Joe Bezotsky (phone), John Carp (phone), Sabrina Hanan (phone), Kelly Kirk, Martha McAlister (phone), Debbie Newby (phone), George Roscoe (phone), Lucas Schad (representing Mark Scariano), Mark Seaver (phone), Chad Stone & Family, Erica Stone (phone), Kevin VanUden, Richard Will (phone).

2. **Announce meeting being recorded**

3. **Commence Special Meeting**

   3.1 Conversation with candidates to fill SG seat
   Erica Stone, new to Glastonbury, expressed interest in getting involved in the community; she currently owns a business in Livingston and previously owned a business in Gardiner, sees herself as outgoing, a good communicator, does her own bookkeeping through an accountant and has retained her employees since she bought the store.

   3.2 Vote to fill SG seat
   Erica Stone 7 yes, 2 no votes by secret paper ballot.

4. **Commence Regular Monthly Board Meeting**

   4.1 Seat new board member
   Erica Stone was unavailable for the rest of the meeting.

5. **Set Agenda**
   Add 8.1.1A Conduct unbecoming.

6. **Visiting Landowner Input Period**
   Chad Stone asked the board to recognize the service others have given by allowing 100% disabled vets to receive a reduction or elimination of assessments in perpetuity. **Motion:** Gerald motioned and Jean seconded that the board begin the process to change the Articles of Incorporation to help vets with their assessments. **Motion failed** (5 in favor – Ed, Gerald, Aija-Mara, Jean, Tim; 2 opposed – John, Andrea; 2 abstentions – Charlotte, Newman; 1 recusal – Claudette). Joe Bezotsky asked whether the payment plan forms had been changed yet.

7. **NEW BUSINESS**

   7.1 Vote to fill VP position
   Previous nomination of Jerry – 8 no, 2 yes votes by secret paper ballot.

8. **Officer and Committee Reports**

   8.1 President's Report

   8.1.1A Conduct Unbecoming
   Newman spoke with the board about Tim's violation of the Covenants (meant Bylaws) and that he published as a director his Governing Documents ballot on the Forum. As chair of the Legal Committee, he recommended the board censure Tim. **Motion:** Jean motioned and Ed seconded to censure Tim. **Motion carried**

by secret paper ballot (8 yes, 1 no).

8.1.1 Board meeting venue & phone line
Action Item: ***Charlotte – find out the specific amount and details of renting Liberty Hall for board meetings with the ability to put in a phone line.***

8.1.2 Parkland mowing & committee?
Motion: Ed motioned and Gerald seconded to move money to mow the parkland. **Motion carried** (9 in favor and 1 opposed – Tim) by voice vote.

8.2 Project Review Committee Report

8.2.1 NG 23 Aaron Cain subdivision / road
Ed reported that the committee checked the site and everything looked to be in order. **Motion:** Ed motioned and John seconded to approve Cain's minor subdivision, shared road and driveway in North Glastonbury; **Motion carried** (9 in favor and 1 abstention – Gerald) by voice vote.

8.2.2 SG 46-A VanUden garage and cabin issues
Gerald reported that Kevin VanUden built a portion of his newly built unapproved garage and cabin on his neighbor's property. His neighbor indicated that discussions were in progress. Mike Adkins was introduced as someone who could advise on moving the garage or alternative changes to the structure.

8.2.3 NG 64 Scariano proposal
Motion: John moved and Gerald seconded to accept the proposal submitted by Lucas Schad on behalf of Mr. Scariano as a starting point in negotiating a variance. **Motion carried** (7 in favor and 3 opposed – Tim, Ed, Jean) by voice vote. Discussion involved the clarification that seeking a variance is a negotiation process that might include the requirement to widen the road and a legal agreement prohibiting renting the apartments. **Motion:** Gerald motioned and Jean seconded to allow Mr. Scariano to finish the sanitary system and close up the pits. Motion carried by voice vote (9 in favor and 1 opposed – Ed). Next PRC meeting to start the variance process was set for Monday July 20th.

8.2.4 Claudette on PRC
John nominated Claudette to the PRC. **Appointment failed** (5 yes, 5 no votes by secret paper ballot.

8.3 Treasurer's Reports

8.3.1 P&L, Balance Sheet, Deposit/Check Details, Customer Balance Summary June 30, 2020
All of the assessment statements were sent to landowners; Jean recommended opening a brand new PayPal account to remove Mark Seaver's name from the system; the suggestion was made to call people on the customer balance sheet with small balances; there was a discrepancy between the bills and what the report said, and figures were not consistent among the reports. No motion was made to approve the June 30th financial reports.

8.4 Secretary's Report

8.4.1 Newsletter
Motion: Charlotte moved and Andrea seconded to approve the newsletter with suggested edits to the Driving Safety and Firearms articles. **Motion carried** by voice vote (8 in favor, 1 opposed – Claudette).

8.4.2 Regulation for shooting/noise
Tabled.

8.5 Governing Documents Committee

8.5.1 Rule 2.01 attorney recommended edits

Motion: Charlotte moved and Jean seconded to accept the revised version of Rule 2.01. **Motion carried** by voice vote (7 in favor, 3 opposed – Claudette, Ed and Tim).

8.5.2 Reminder email sent to LOs
Three landowners contacted Andrea for new Bylaws ballots as a result of her emailed reminder to vote. Using the email registered with the GLA, Andrea sent the ballots with instructions on how to return them.

8.5.3 Adaptation of election procedures to Bylaws ballot
All procedures used for safeguarding the validity of the annual election were being used for this vote.

8.5.4 Bylaws ballot returns to date
Eighty-four envelopes had been returned at that point and at least three more were expected to come in.

8.5.5 Number needed for quorum
As of June 30th, there were 325 eligible lots in good standing and quorum was set at 81 ballots. Envelopes that came in by June 30th or before were noted so that any checks included in the envelopes would count as being paid on time. Quorum would be adjusted accordingly.

8.6 Election

8.6.1 Double ballot issue
Motion: Charlotte moved and no one seconded to not to allow double (replacement) ballots during the regular election in November. **Motion failed.**

8.7 Road / Management Committee Report

8.7.1 South spring road maintenance
Tim communicated with Standish about what needed to be done in upper South beyond Polaris and asked for board permission to work with him on a proposal for the board to discuss. **Motion:** Gerald moved and John seconded for the board to agree to have Tim talk to Standish about what needs to be done, **Motion carried unanimously.**

8.7.2 North MgCl work; Capricorn and Gemini repair
Standish overspent the $2,500 budget by $700 for blading and rolling because he needed a water truck; John C. asked him to include the truck in his bids and then remove it if the truck wasn't needed. **Motion:** John M. moved and Gerald seconded to not pay the $700. **Motion carried** (8 in favor, 1 abstention – Ed).

8.7.3 North asphalt repair work
Standish was to start asphalt repair July 20; there were two spots that he had bid on; a third spot on Sirius Drive still needed an updated bid – the original was $3,000 for 10 feet wide but the area was actually 30 feet wide.

8.7.4 North weed mowing
Greg Shelton mowed North's paved roads and charged far less than budgeted; he can also mow the soccer field. **Motion:** Andrea moved and Claudette seconded that the board approve Tim to consult on the need for mowing High South. **Motion carried unanimous** by voice vote.
Action Item: ***John C. – give Greg's number to Ed so he can show him where to mow South.***

8.7.5 North chip seal funding
Jean met with officers at Bank of the Rockies about getting a loan for chip sealing. Although it would be new territory for them, they expressed willingness to work with the GLA. Wharton's bid for chip sealing, good for one year, was $110,000.

8.7.6 North road sign update

New signs were installed on Capricorn, Liberty Lane, the Gemini hill and Caspari; a sign for Starlight Lane was ordered.

8.7.7 New Road Committee applicant

John C. nominated Claudette to be on the Road Committee. **Appointment carried** (8 yes, 1 no votes by secret paper ballot).

8.8 Complaint Committee

8.8.1 VanUden eyesores letter

Motion: Aija-Mara moved and Claudette seconded to send out the committee's letter to the VanUden's. **Motion carried unanimously** by voice vote.

9. Approve minutes: February 17 BOD, March 9 BOD, June 8, 2020 BOD and June 4 BOD Closed

Motion: John moved and Claudette seconded to approve all of the meeting minutes with edits to June 8th. **Motion carried unanimously** by voice vote.

10. Ombudsman Reports

Miriam had no report.

11. Finished Business

11.1 Email Votes

1. 5/8/20 **Motion:** Tim motioned and Jerry seconded that the matter of indemnification be moved from the closed meeting to the public portion of tonight's Board Meeting. **Motion failed** (5 in favor – Tim, Jerry, Claudette, John, Andrea; 7 didn't vote – Newman, Ken, Charlotte, Jean, Gerald, Ed, Aija-Mara).
2. 6/13-15/20 **Motion:** Tim motioned and Ken seconded that upon Ken's pending resignation as a BOD director that Director Jerry Ladewig be accepted as the new Vice President of the GLA. **Motion stalled** (3 In favor – Tim, Ken, Andrea; 9 didn't vote within 3 days – Aija-Mara, Newman, Jean, Claudette, Ed, Gerald, Jerry, John, Charlotte).
3. 6/15-17/20 **Motion:** Newman motioned and Charlotte seconded to go with the $1 million insurance that covers the board and employee at a cost of $1,527. **Motion withdrawn.** (7 in favor – Newman, Charlotte, Jean, Gerald, Ed, Aija-Mara, Ken; 1 opposed - John; 4 didn't vote).
4. 6/19/20 **Motion:** Ken moved and Claudette seconded that the Board approve sending the attached letter to Mr. Seaver by our attorney. **Motion carried** (6 in favor – Ken, Claudette, John, Jerry, Aija-Mara, Tim; 3 didn't vote – Jean, Ed, Gerald; 3 absent – Newman, Charlotte, Andrea).

12. Visiting Landowner Input Period

13. Adjournment

The open meeting was adjourned at 11:36.

14. Next Board Meeting: August 10, 2020

15. Closed Session start

Newman called the closed session to order at 11:38 pm.

15.1 Legal updates

Seaver lawsuit – waiting to receive final settlement paperwork.

Brockett Bylaws vote issue – **Motion:** Charlotte motioned and Gerald seconded to extend the Bylaws vote to August 15th, allowing landowners to revote if need be. **Motion carried** by voice vote (8 in favor, 1 opposed – Tim).

The closed session was adjourned at 12:14 am.

Glastonbury Landowners Association, Inc.

Board of Directors - Meeting Agenda

August 10, 2020 – 7:00 pm

1. **Call to Order, Pledge of Allegiance, Invocation and one minute of silence (7:00 p.m.)**
2. **Announce meeting being recorded**
3. **Set Agenda**
4. **Visiting Landowner Input Period –** (20 minutes, up to 3 minutes per speaker)
5. **UNFINISHED BUSINESS**
6. **Officer and Committee Reports**

   6.1 President's Report – NB
   - 6.1.1 Nominations and appointment of treasurer
   - 6.1.2 Nominations and appointment of vice president

   6.2 Project Review Committee Report – GD
   - 6.2.1 NG 62 Smith - addition
   - 6.2.2 SG 22-D Lee – well
   - 6.2.3 SG 48 Stomierowski – residence and garage

   6.3 Secretary's Report – CM
   - 6.3.1 Board notify email list re: malicious email
   - 6.3.2 Vote to renew ban on O'Connell's contacts with the GLA

   6.4 Treasurer's Report
   - 6.4.1 No report

   6.5 Road / Management Committee Report – JC/ED
   - 6.5.1 North fall road maintenance
   - 6.5.2 Erosion and guard rail repair upper Gemini Hill
   - 6.5.3 South fall road maintenance
   - 6.5.4 Chip sealing for asphalt roads
   - 6.5.5 North and South easement weed mowing
   - 6.5.6 Soccer field mowing
   - 6.5.7 Pisces ditch repair
   - 6.5.8 Sirius Rd easement status

   6.6 Complaint Committee – JL/AMA
   - 6.6.1 Van Uden - AMA
   - 6.6.2 Sherwood - JL

   6.7 Governing Documents Committee - AS
   - 6.7.1 Summarize efforts to resolve concern about integrity of Restated Bylaws ballot
   - 6.7.1 Completed trainings of Ballot Counting volunteers
   - 6.7.1 Prepared and mailed re-do ballot packet
   - 6.7.1 Assessed impact of mail delays
   - 6.7.1 Motion to allow delinquent landowners who paid in full by July 31 to vote

   6.8 Election Committee Report – JL
   - 6.8.1 Election meeting survey results
   - 6.8.2 Meeting format
   - 6.8.2 John M. offered to help

7. **Approve minutes** July 13, 2020
8. **Ombudsman Reports**
9. **Finished Business**

9.1 Email Votes

1. 7/14/2020 **Motion:** Andrea moved that the board approve the attached draft letter regarding ballot time extension to go to landowners with the newsletter on the 15th. **Motion withdrawn** because we can not allow revocation of ballots.

2. 7/14/2020 **Motion:** Andrea moved and Tim seconded that the Board approve continuing the work on the current Membership vote on the Restated Bylaws. **Motion failed** (5 in favor – Andrea, Tim, John, Claudette, Jerry; 6 opposed – Charlotte, Jean, Gerald, Newman, Aija-Mara (by phone), Ed; 1 didn't vote –Erica).

3. 7/14-15/2020 **Motion:** Jean made a motion and Charlotte seconded for Erica Stone to be the new GLA Treasurer. **Motion failed failed** (2 in favor – Jean, Charlotte; 5 opposed – John, Claudette, Tim, Andrea, Jerry; 5 didn't vote – Newman, Gerald, Ed, Aija-Mara, Erica).

4. 7/15/2020 **Motion:** Charlotte made a motion and Gerald seconded to approve the attached letter from the Gov Docs Committee regarding the reasons for canceling the restated bylaws vote and to send it to landowners with the newsletter. **Motion failed** due to questions of conflict of interest in a previous vote (6 in favor – Charlotte, Gerald, Newman, Ed, Jean, Aija-Mara; 6 didn't vote – Andrea, Jerry, John, Tim, Erica, Claudette).

5. 7/16-17/2020 **Motion:** Andrea moved and Charlotte seconded that the Board approve re-doing the Restated Bylaws ballot, sending landowners a ballot packet with the attached cover letter. **Motion carried** (8 in favor – Andrea, Charlotte, Jerry, Gerald, Jean, Newman, Aija-Mara (by phone), Ed (clarification by phone); 2 opposed – John, Claudette; 2 didn't vote – Tim, Erica).

6. 7/24-25/2020 **Motion:** John moved and Claudette seconded that the board approve the attached letter from Seth be sent by the attorney to Scariano as soon as possible with the timeframe for reply changed from 15 days to 5 (changed back to 15 days to correspond with gov docs). **Motion carried** (9 in favor – John, Claudette, Charlotte, Jerry, Tim, Newman, Aija-Mara, Gerald, Andrea; 3 didn't vote – Ed, Erica, Jean).

7. 7/27-30/2020 **Motion:** Tim made a motion and John seconded that the GLA schedule a Special Meeting within 7 days for the expressed purpose of the election of officers, a Vice President and Treasurer. **Motion failed** (5 in favor – Tim, John, Claudette, Andrea, Erica; 5 opposed – Charlotte, Jean, Gerald, Ed, Aija-Mara; 2 didn't vote – Jerry, Newman).

8. 8/5-6/2020 **Motion:** John moved and Tim seconded that the attached letter be approved by the board and sent by Newman to Mr. & Ms. Brookhart as soon as possible. **Motion carried** (9 in favor – John, Tim, Claudette, Charlotte, Aija-Mara, Andrea, Gerald, Newman, Jerry; 3 didn't vote – Jean, Ed, Erica).

10. Visiting Landowner Input Period – (15 minutes, up to 3 minutes per speaker)

11. Adjournment

12. Next Board Meeting: September 14, 2020

Glastonbury Landowners Association, Inc.

Board of Directors Meeting Minutes - ***Draft***

August 10, 2020

1. **Call to Order, Pledge of Allegiance, Invocation and one minute of silence**
   The meeting was called to order by Newman Brozovsky at 7:10 p.m.

   PRESENT: Newman Brozovsky (President), Charlotte Mizzi (Secretary), Aija-Mara Accatino, Tim Brockett, Jean Carp, Claudette Dirkers, Ed Dobrowski (phone), Gerald Dubiel, Jerry Ladewig, John McAlister, Andrea Sedlak (phone), Erica Stone.
   Also Attending: Karleen McSherry (Administrator, phone)
   Landowners: Donna Andersen, Miriam Barker, Joe Bezotsky (phone until 8:05), Chris Brookhart (phone), Martha McAlister (phone), Debbie Newby (phone), George Roscoe (phone), Chad Stone & his family (until 7:30).

2. **Announce meeting being recorded**

3. **Set Agenda**
   Tim requested to have his censure revisited. Newman referred him to the email sent earlier with info on this topic from Seth.

4. **Visiting Landowner Input Period**
   Debbie Newby cited the President's Letter in the July newsletter asking which lawsuit was averted. Chad Stone followed up on his request to have his association dues waived due to being a 100% disabled veteran.
   Action Item: ***Jean - put something together for veterans to put before the landowners to vote on.***

5. **UNFINISHED BUSINESS**

6. **Officer and Committee Reports**
   6.1 President's Report
   6.1.1 Nominations and appointment of treasurer
   Nomination: Charlotte nominated John M. as Treasurer. **Vote:** Unanimous by secret paper ballot.

   6.1.2 Nominations and appointment of vice president
   Nomination: Charlotte nominated Jean and Gerald seconded; John nominated Claudette and Tim seconded; first vote by secret paper ballot: Jean-6, Claudette-4, no for either-2; second vote by secret paper ballot: Claudette- 4, Jean-5, write-in for Jerry-1, no for either-2. **Nomination:** Tim nominated John M. and Claudette seconded. Charlotte nominated Jean and Gerald seconded. Discussion re: just voting for John to break the impasse. First vote by secret paper ballots: 13 ballots (discarded). Second vote by secret paper ballot: 7 yes for John, 3 no, 2 for Jean.

   6.2 Project Review Committee Report
   6.2.1 NG 62 Smith - addition
   Motion: John moved and Charlotte seconded to accept D. Smith's addition application with the standard conditions of obtaining permits and reseeding. **Motion carried** by voice vote (11 yes, 1 no - Gerald).

   6.2.2 SG 22-D Lee - well
   Motion: Gerald moved and John seconded to accept Lee's well application with the standard conditions of obtaining permits and reseeding. **Motion carried** by voice vote unanimously.

6.2.3 **SG 48 Stomierowski - residence and garage**

Motion: John moved and Charlotte seconded to accept Stomierowski's residence and garage project application with the condition of obtaining all the necessary permits in advance of building. **Motion carried** by voice vote unanimously.

6.3 Secretary's Report

6.3.1 Board notify email list re: malicious email

Motion: Tim moved and Andrea seconded to send a letter using the wording from Andrea's email to the board to all on the email list saying it was a malicious email and this email would be approved by the board and attorney. **Motion carried** by voice vote unanimously.

6.3.2 Vote to renew ban on O'Connell's contacts with the GLA

Use wording from Andrea's email. **Motion:** Tim moved and John seconded to take the issue of the ban on the O'Connells to the attorney to find out what steps need to be taken to renew the restraining order against them. **Motion carried unanimously** by voice vote.

6.4 Treasurer's Report

6.4.1 No report

Motion: Charlotte motioned and Tim seconded that Erica be accepted on the Finance Committee. **Motion carried unanimously** by voice vote.

6.5 Road / Management Committee Report

6.5.1 North fall road maintenance

John C. reviewed road conditions the previous week and they were in good condition. He didn't foresee needing much work until October.

6.5.2 Erosion and guard rail repair upper Gemini Hill

The bottom of upper Gemini Hill experienced erosion from heavy rain and Scariano trucks and need to be repaired and the ditch cleaned for approximately $500 - $1,000.

6.5.3 South fall road maintenance

Action Item: ***Tim - meet with Standish to review repair needs.***
Action Item: ***Ed - recommend South maintenance work for September to Standish.***

6.5.4 Chip sealing for asphalt roads

The next step in the chip sealing process would be to ask Bank of the Rockies in Livingston to underwrite the $110,000 cost followed by taking the terms and amortization program to the community. Landowner payment plans would cost approximately $700 - $750 per lot.

6.5.5 North and South easement weed mowing

Greg Sheldon's bid to mow the two soccer fields was $400. **Motion:** Jean moved and Gerald seconded to hire Greg Sheldon to mow west Capricorn from Gemini to past Venus, ½ mile each side for $150. **Motion carried unanimously** by voice vote. **Motion:** Jean motioned and Charlotte seconded for Greg Sheldon to mow Gemini to the gravel pit at Aries for $150. **Motion carried** by voice vote (10 In favor - Jean, Charlotte, Gerald, Andrea, John, Tim, Claudette, Erica, Aija-Mara, Newman; 1 opposed - Jerry; 1 didn't vote - Ed).

6.5.6 South Glastonbury Mowing

Motion: Charlotte moved and Claudette seconded to hire Byron Kassing for $1,600 to mow in September all 10.4 miles of SG roads at a minimum four feet width. **Motion carried unanimously** by voice vote. **Motion:** Charlotte motioned and Gerald seconded for Tim to write a contract for Kassing with all the stated specifications. **Motion carried unanmimously** by voice vote.

6.5.7 Pisces ditch repair

The GLA and Standish entered into a written agreement on the Pisces ditch repair job. Chris Desborough, who offered to pay half of the cost, approved the work with the condition that if there was any slow drainage, Standish would correct it. One of the culverts seemed to be a bit high. Lower it would function as reservoir and allow the water to drain. This was also an issue for Chris. Being close to the road. The committee agreed to get some T posts and reflectors to install along the deep area and was
considering getting a grate on opening to keep it from clogging.

Action Item: ***John C - get written agreement from Standish re: correcting the ditch if there is any slow drainage.***

Action Item: ***Richard Johnson - purchase and install T posts and reflectors along new Pisces ditch work.***

There were four or five potholes that needed to be repaired. It would likely cost about $200 for the cold patches that would be paid from the emergency repair fund.

6.5.8 Sirius Rd easement status

John C. reported that an area on Sirius Rd needed to be patched but was being held up by disagreement about who owns the road. Sirius is a platted road in the county court records and all landowners give an easement to the GLA to take care of their roads. All platted roads are the responsibility of the GLA.

6.6 Complaint Committee

6.6.1 Van Uden

A letter was sent giving the VanUdens 30 days to rectify their inoperable cars eyesore issues. Gerald reported that a boundary line adjustment between the neighbors would resolve the unauthorized garage & workshop issues.

Action Item: ***PRC - contact Mr. VanUden to file an application for the garage & workshop.***

6.6.2 Sherwood

Mr. Sherwood emailed the association about having moved all of his cars.

Action Item: ***Newman – To contact Mr. Sherwood to make an inspection appointment about other eyesores on the property.***

6.7 Governing Documents Committee

6.7.1 Summarize efforts to resolve concern about integrity of Restated Bylaws ballot

The committee made several attempts to resolve the concern about the bylaws vote and finally recommended to the board to redo the ballot as soon as possible. The motion to redo the bylaws ballot by August 22 was passed by the board by email vote.

6.7.2 Completed trainings of Ballot Counting volunteers

Volunteers were trained via Zoom meeting on July 17th & 18th. Sessions were recorded so volunteers could review them closer to the redo ballot counting.

6.7.3 Prepared and mailed re-do ballot packet

The redo ballots were mailed July 24th and were due back August 20th. Because of mail delays, the deadline was extended to August 22nd.

6.7.4 Assessed impact of mail delays

Andrea reported receiving the first of her packets 5 days after they were mailed, the second 8 days after and the third 10 days after. An email was sent to landowners for whom the GLA had an email address for their feedback about mail delays. The committee was to decide upon remedial action. To date, 69 envelopes had been returned.

6.7.5 Motion to allow delinquent landowners who paid in full by July 31 to vote

Motion: Andrea moved and Jerry seconded that the landowners who were ineligible on June 30 due to unpaid assessments who fully paid all they owe by July 31 be considered eligible for the August re-do ballot vote. **Motion carried** voice vote (5 in favor - Jerry, Newman, Charlotte, Aija-Mara, Andrea; 3 recusals - John, Tim, Claudette). Discussion revolved around the issue of whether the June 30 date was in line with the covenants.

Action Item: ***John - provide Gov Docs Committee with a pristine list of who was in good standing as of July 31.***

6.8 Election Committee Report

6.8.1 Election meeting survey results

Jerry Ladwig reported that eighty-nine election meeting surveys were returned with the result being a preference for a modified meeting rather than only mail-in ballots.

6.8.2 Meeting format

Motion: Jerry moved and Andrea seconded to conduct a modified meeting for the November election. **Motion carried** by voice vote (5 in favor - Charlotte, Jerry, Aija-Mara, Andrea, John; 3 opposed - Tim, Newman, Claudette).

6.8.2 John M. offered to help

7. Approve minutes July 13, 2020

Motion: Charlotte motioned and Aija-Mara seconded to approve the July 13th meeting minutes amending them by removing 8.7.3 and changing the wording of 8.7.4 to "Greg Shelton can mow the soccer field." **Motion carried** by voice vote (7 in favor - Charlotte, Aija-Mara, Andrea, John, Tim, Claudette, Newman; 1 abstention - Jerry).

8. Ombudsman Reports

9. Finished Business

9.1 Email Votes

1. 7/14/2020 **Motion:** Andrea moved that the board approve the attached draft letter regarding ballot time extension to go to landowners with the newsletter on the 15th. **Motion withdrawn** because we cannot allow revocation of ballots.

2. 7/14/2020 **Motion:** Andrea moved and Tim seconded that the Board approve continuing the work on the current Membership vote on the Restated Bylaws. **Motion failed** (5 in favor - Andrea, Tim, John, Claudette, Jerry; 6 opposed - Charlotte, Jean, Gerald, Newman, Aija-Mara (by phone), Ed; 1 didn't vote -Erica).

3. 7/14-15/2020 **Motion:** Jean made a motion and Charlotte seconded for Erica Stone to be the new GLA Treasurer. **Motion failed failed** (2 in favor - Jean, Charlotte; 5 opposed - John, Claudette, Tim, Andrea, Jerry; 5 didn't vote - Newman, Gerald, Ed, Aija-Mara, Erica).

4. 7/15/2020 **Motion:** Charlotte made a motion and Gerald seconded to approve the attached letter from the Gov Docs Committee regarding the reasons for canceling the restated bylaws vote and to send it to landowners with the newsletter. **Motion failed** due to questions of conflict of interest in a previous vote (6 in favor - Charlotte, Gerald, Newman, Ed, Jean, Aija-Mara; 6 didn't vote - Andrea, Jerry, John, Tim, Erica, Claudette).

5. 7/16-17/2020 **Motion:** Andrea moved and Charlotte seconded that the Board approve re-doing the Restated Bylaws ballot, sending landowners a ballot packet with the attached cover letter. **Motion carried** (8 in favor - Andrea, Charlotte, Jerry, Gerald, Jean, Newman, Aija-Mara (by phone), Ed (clarification by phone); 2 opposed - John, Claudette; 2 didn't vote - Tim, Erica).

6. 7/24-25/2020 **Motion:** John moved and Claudette seconded that the board approve the attached letter from Seth be sent by the attorney to Scariano as soon as possible with the timeframe for reply changed from 15 days to 5 (changed back to 15 days to correspond with gov docs). **Motion carried** (9 in favor - John, Claudette, Charlotte, Jerry, Tim, Newman, Aija-Mara, Gerald, Andrea; 3 didn't vote - Ed, Erica, Jean).

7. 7/27-30/2020 **Motion:** Tim made a motion and John seconded that the GLA schedule a Special Meeting within 7 days for the expressed purpose of the election of officers, a Vice President and Treasurer. **Motion failed** (5 in favor - Tim, John, Claudette, Andrea, Erica; 5 opposed - Charlotte, Jean, Gerald, Ed, Aija-Mara; 2 didn't vote - Jerry, Newman).

8. 8/5-6/2020 **Motion:** John moved and Tim seconded that the attached letter be approved by the board and sent by Newman to Mr. & Ms. Brookhart as soon as possible. **Motion carried** (9 in favor - John, Tim, Claudette, Charlotte, Aija-Mara, Andrea, Gerald, Newman, Jerry; 3 didn't vote - Jean, Ed, Erica).

10. Visiting Landowner Input Period

Donna Andersen expressed concern about directors who leave the meeting early and requested this issue be put on next meeting's agenda.

11. Adjournment

The meeting was adjourned at 11:27 p.m.

12. Next Board Meeting: September 14, 2020

Glastonbury Landowners Association, Inc.

Board of Directors - Meeting Agenda

September 14, 2020 – 7:00 pm

1. **Call to Order, Pledge of Allegiance, Invocation and one minute of silence (7:00 p.m.)**
2. **Announce meeting being recorded**
3. **Set Agenda**
4. **Visiting Landowner Input Period –** (20 minutes, up to 3 minutes per speaker)
5. **UNFINISHED BUSINESS**
6. **Officer and Committee Reports**

6.1 President's Report – NB
- 6.1.1 Board meetings running too long
- 6.1.2 Hanan email issue
- 6.1.3 BOD monthly & committee meetings venue

6.2 Project Review Committee Report – GD
- 6.2.1 NG 8 A-1 Andersen – hoop green house
- 6.2.2 NG 40-1 Buford – storage container
- 6.2.3 NG 70 Roscoe – residence et al
- 6.2.4 SG 51-C Barnasevitch – garage, driveway
- 6.2.5 SG 51-B Schmitt – septic, driveway
- 6.2.6 SG 51-D Schmitt/Eaton – Guest house, septic, driveway
- 6.2.7 Update NG 54-D Brookhart

6.3 Secretary's Report – CM
- 6.3.1 Newsletter?

6.4 Treasurer's Report
- 6.4.1 P&L, Balance Sheet, Deposit/Check Details, Customer Balance Summary August 31, 2020

6.5 Legal Committee Report – NB
- 6.5.1 Approve letter to Salvato
- 6.5.2 Term limits

6.6 Road / Management Committee Report – JC/ED
- 6.6.1 Approve North fall road maintenance funding
- 6.6.2 Approve South fall road maintenance funding
- 6.6.3 Sirius asphalt repair
- 6.6.4 Additional North weed mowing
- 6.6.5 Glastonbury maintenance contract employee
- 6.6.6 North asphalt road chip sealing status
- 6.6.7 Hercules guardrail repairs
- 6.6.8 Soccer field building painting
- 6.6.9 Upper Gemini hill guardrail
- 6.6.10 Listing snowplow contractors on the website

6.7 Complaint Committee – JL/AMA
- 6.7.1 Anderson letter
- 6.7.2 VanUden
- 6.7.3 Sherwood

6.8 Governing Documents Committee - AS
- 6.8.1 Board certification of the Restated Bylaws document

6.9 Election Committee Report – JL

6.9.1 Election Committee report
6.9.2 Approve vote mailing documents
6.9.3 November 14 virtual meeting
6.9.4 November 14 meeting venue

7. Approve minutes August 10, 2020

8. Ombudsman Reports

9. Finished Business

9.1 Email Votes

1. 8/18-20/20 **Motion:** Andrea moved and Jerry seconded that the board approve the attached three documents calling for nominations to be mailed to members. **Motion carried** (9 in favor – Andrea, Jerry, Charlotte, Gerald, Jean, Aija-Mara, Newman, Claudette, John; 1 opposed – Tim; 2 didn't vote – Ed, Erica).

2. 8/18/20 **Motion:** Jerry motioned that Andrea, Charlotte and John be named to the election committee. **Motion stalled** (1 in favor – Jerry; 0 opposed; 11 didn't vote).

3. 8/21-23/20 **Motion:** Tim made a motion and Andrea seconded that the GLA Board task attorney Seth Cunningham with the job of seeking a cease and desist order for NG 46 ASAP. **Amended Motion:** Tim amended the motion to read NG 64. **Motion carried** (8 in favor – Tim, Andrea, Gerald, Jean, Claudette, John, Erica, Jerry; 4 didn't vote – Charlotte, Newman, Ed, Aija-Mara).

4. 8/22/20 **Motion:** Gerald made a motion and Aija-Mara seconded to rent Liberty Hall on a month to month basis for $100 per month. **Amended motion:** that the $100/mon fee includes Wi-Fi and committee meetings. **Motion withdrawn** due to a conflict of interest.

5. 8/24-25/20 **Motion:** Andrea moved and John seconded that the board approve including the attached announcement in the call for nominations packet. **Motion carried** (8 in favor – Andrea, John, Claudette, Newman, Gerald, Jerry, Erica, Charlotte,; 1 opposed – Tim; 3 didn't vote – Aija-Mara, Ed, Jean).

6. 8/27/20 **Motion:** Charlotte made a motion and Gerald seconded that the board give permission to Ian Scott for the use of the soccer field on September 5, 2020 for a rugby match. **Motion stalled** (3 in favor – Charlotte, Gerald, Aija-Mara; 1 opposed – Tim; 8 didn't vote – Andrea, Claudette, Ed, Erica, Jean, Jerry, John, Newman,).

10. Visiting Landowner Input Period – (15 minutes, up to 3 minutes per speaker)

11. Adjournment

12. Next Board Meeting: October 12, 2020

Glastonbury Landowners Association, Inc.

Board of Directors Meeting Minutes (Draft)

September 14, 2020

1. **Call to Order, Pledge of Allegiance, Invocation and one minute of silence (7:00 p.m.)**
   The meeting was called to order by Newman Brozovsky at 7:08 p.m.

   PRESENT: Newman Brozovsky (President), John McAlister (Vice President/Treasurer), Charlotte Mizzi (Secretary), Aija-Mara Accatino, Tim Brockett (by phone), Claudette Dirkers, Ed Dobrowski (8:09 arrival), Gerald Dubiel, Jerry Ladewig, Andrea Sedlak (by phone), Erica Stone.
   Also Attending: Karleen McSherry (Administrator)
   Landowners: Donna Andersen, Miriam Barker, John Carp, Denise Diehl, Sabrina Hanan, Martha McAlister, George Roscoe, Mark Seaver, Joel Bonner (by phone). Jill & Mike Barnasevitch, Steven Weisman, Martha McAlister, Ed, Leo Keeler, George Roscoe, Joel Bonner (all phone); in person – Sabrina Hanan,, Donna Andersen, Ben Van Der Vegt, Richard Mead, Pedro Pinardo, JT Schmitt, Dennis Briggs, Edward Anderson, Jordan Schreiber, Ron Wartman, Ron Price, Annie Bartholomew, Jamaica Bartholomew, William Smith, Sage LaBlanc, Rebecca Thompson, Miriam Barker; Leticia Sandoval;

2. **Announce meeting being recorded**

3. **Set Agenda**
   Move Legal Committee to after project review

4. **Visiting Landowner Input Period –** (20 minutes, up to 3 minutes per speaker)
   Ron Wartman, project completion, wants bond back, **Motion:** Gerald makes a motion to give him his $120 back, Tim seconded, **Motion carried unanimously. Action Item:** Karleen - check to make sure just $110.

5. **UNFINISHED BUSINESS**

6. **Officer and Committee Reports**

6.1 President's Report

6.1.1 Board meetings running too long
Need to move things along to finish earlier.

6.1.2 Hanan email issue
Her email went to spam, not being blocked by board members. Tim as webmaster doesn't have access to board email; John has email problem, **Motion:** John motioned to give Tim the board email acct; Gerald seconded, **Motion carried see roll call sheet.**

6.1.3 BOD monthly & committee meetings venue
Liberty Hall Venue - Road Committee, PRC, Legal, Committee, the cost per meeting is $30/mo; Proposed contract for all meetings at Liberty Hall is $100/mo. which includes Board and all committee meetings. Wifi and plowing in the winter is included; contract is for a month to month lease, **Motion:** Tim motioned to have monthly board meetings at Emigrant Hall, committees can go wherever they want to go; Jerry seconded; **Motion carried by roll call. 8 yes and 3 no**

6.2 Project Review Committee Report – GD

6.2.1 NG 8 A-1 Andersen – hoop house
Motion: Gerald moved and Charlotte seconded to approve approve her high tunnel hoop house. Gerald amended motion to waive all fees except the application fee. **Motion carried unanimously by voice vote.**

6.2.2 NG 40-1 Buford – storage container
Meets setbacks however it is a steel container and is not congruent with other structures. Tim stated Dan Kehoe Sr who was a board member passed a motion in

2000 banning storage containers in Glastonbury, Currently surrounding neighbors sent in objections and are against it, Their concerns were that it detracts from property values. William Smith – previous motion should be available for people to know; Charlotte commented that it is against master plan; ask that Lisa' application fee be refunded; Andrea pointed out a section on website called standards; **Motion:** Gerald moved and Aija-Mara seconded to approve the project because the setbacks are correct. **Motion fails because of no second.**

Motion: Charlotte motions and Aija-Mara seconds to deny the project due to the steel contain is not in conformance with the master plan. Section 2.0, 1.4 and 1.7. William Smith said that the container can it be painted and could be landscaped with plants around it. Richard Mead commented that the container would impact property values and cannot agree with it; William Smith withdraw the application, He also suggested that the container could be moved farther off road, Motion to deny passed by roll call vote. William & Sage left at 8:20.

6.2.3 NG 70 Roscoe – residence et al

Motion: Gerald made a motion to approve the application with condition of going out to check grade of driveway Charlotte seconds motions. **Motion carried by voice vote. (unanimous).**

6.2.4 SG 51-C Barnasevitch – garage, driveway

Motion: Gerald moved and Charlotte seconded to approve the proposed garage and driveway and that it meets all conditions on the report. Any adjustments have to be done through the planning dept or DEQ. **Motion carried by voice vote 9 yes 2 no – John & Jerry.** John noticed two driveways there. The application included a court ordered survey with DEQ house sites, sanitary systems, driveways, everything completed by engineering firm; building garage & driveway, 51- C & D,

6.2.5 SG 51-B Schmitt – septic, driveway

Shared drive with A&B waiting for approval by county **Motion:** Gerald motioned and Charlotte seconded to approve the project with the condition it is approved by the county and DEQ. Such approved needs to be submitted to the Board. **Motion carries by voice vote unanimously.**

6.2.6 SG 51-D Schmitt/Eaton – Guest house, septic, driveway

Motion: Gerald motioned to approve project, Charlotte seconded with the condition that the disturbed land be seeded. **Motion carried by voice vote unanimously.**

6.2.7 Update NG 54-D Brookhart

Gerald called Chris and told him to stop work; As of Thursday of last week, work has stopped. We did receive an incomplete application and check. Claudette found motion from early 2000s for fining $250 for people who build without application. **Motion:** Charlotte motioned and Aija-Mara seconded to fine him $250. **Motion withdrawn and recommend it be taken to the legal committee.**

6.2.8 Fines

Committee working on a fine procedures .

6.3 Secretary's Report – CM

6.3.1 Newsletter

Motion: Charlotte moved and Tim seconded to have a one-page newsletter to present the results of the gov docs election. **Motion carries unanimously.**

6.4 Treasurer's Report

6.4.1 P&L, Balance Sheet, Deposit/Check Details, Customer Balance Summary August 31, 2020

John M. explained that he was meeting with accountant and was returning for another educational session; **Motion:** John moved and Claudette seconded to accept financial report. **Motion carries unanimously.**

6.5 Legal Committee Report – NB

6.5.1 Approve letter to Salvato

Letter explains GLA platted roads; The Glastonbury road network is presently composed of both platted and unplatted roads, the definition of which delineates our responsibility for maintenance, per the GLA Covenants.

Charlotte's to email letter.

6.5.2 Term limits

Since there were questions as to when term limits took place Newman took the question to Seth. Our attorney wrote a letter stating that term limits are not retroactive. Some board members decided not to take the advice of our attorney. **Motion:** Andrea moved and Jerry seconded that directors who have served two consecutive terms this fall are off the board for one annual cycle. **Motion carries by roll call vote. 7 yes, 3 no, 1 abstain**

Andrea stated that Newman consulted Seth without legal committee or board. She claimed fiduciary malfeasance; **Motion** – Andrea moved and Tim seconded to censure Newman for going to board's attorney without being authorized by the board because it was in violation of bylaw 8A. Charlotte stated that this provision is not being applied consistently; not with Dennis and not with Leo who wasn't even a president; Tim said he is not sure a censure will accomplish anything. He recommended due process to take place for this type of violation. He mentioned that contacting the lawyer is a self-serving; He asked Newman to resign and to have a vote to recall him from presidency; **Amended motion:** Andrea considering whatever defense Newman can provide over the next 15 days, Tim seconds. **Amended motion carries unanimously** by roll call vote.

6.6 Road / Management Committee Report – JC/ED

6.6.1 Approve North fall road maintenance funding

John Carp received a $11,238 bid from Chad; $1200 over budget because more work on the three hills needing mag chloride; 3 hills (Taurus, Venus, Gemini) will have to be done on a regular basis; do in fall to last longest; Tim recommends doing mag chloride in June and two applications and get bids from others; get price re: Mag chloride from supplier; **Motion:** Gerald makes a motion that we accept Standish's proposal (over $1200); seconded Charlotte. **Motion carries by voice vote Tim opposed, all others yes – no Ed. Amended motion: Gerald motions to withdraw the first motion and make a new motion that Richard meets with Standish about the mag chloride and grading of the road. Charlotte seconds. Motion carries unanimously. Richard agrees to speak with Standish. Action Item: John C. - arrange the call with Standish. Action Item: John to introduce Richard to Standish and to give Richard North bid.**

6.6.2 Approve South fall road maintenance funding

Over budget by almost $4,000 because of mag chloride $8,150; Tim - just do gravel an maintenance, $1600, would need reserve funds; scrap mag Chloride, **Motion:** Tim made a motion and Claudette seconded to accept the proposed bid except the mag chloride and $16,000 for South Roads and not a penny over. Tim will talk with Standish about the above. **Motion carried by voice vote unanimously.**

6.6.3 Sirius asphalt repair

Claudette question this repair since it is not a platted road; money would have to be moved from another fund to cover this, emergency repair; $6,000. **Motion:** Tim makes a motion and Jerry seconded that we do not repair Sirius asphalt for $6,000 until we come to an agreement with CUT on status of roads. **Motion carries by voice vote unanimously.** Charlotte nominates Claudette to write the draft.

6.6.4 Additional North weed mowing

Greg Sheldon to mow 40x40 to get those sections cut for $100; snow plowing issue along guardrail on Sirius hill for $150. **Motion:** Charlotte motioned to approve mowing along sides of soccer fields and guardrails **Motion carries.**

6.6.5 Glastonbury maintenance contract employee

Made a motion to use Greg Sheldon, a handyman, to be a contract employee for repairs like snow fences, posts, sign, repairing potholes, chevrons, etc. at $20/hr. John would check/supervise his work in North; Tim – prefers people to bid on jobs; Claudette – volunteers in past; rather than contract employee. Bid by the job.

6.6.6 North asphalt road chip sealing status

Tabled.

6.6.7 Hercules guardrail repairs

Installed in 1999 by church; wood is all rotted; Tim will get bid and Standish can bid as well.

6.6.8 Soccer field building painting

John Carp state that the building is solid and recommended the building be painted by Greg Sheldon and the cost wouldn't be more than $500; labor and materials. Ron Wartman stated that the window and doors are rotten; **Motion:** Charlotte motioned to approve $500 to paint bldg and Gerald seconded. **Motion Charlotte, Newman, Andrea – yes; motion fails. Gerald left.**

6.6.9 Upper Gemini hill guardrail

Standish was going to give a bid but didn't; minimum to be done to make road safer in winter ($80,000 to widen road). Used guardrail.

6.6.10 Listing snowplow contractors on the website

Claudette – gather names of snowplowing contractors and put on website**.** Send to Charlotte and she'll give to Tim to post.

Ron Wartman stated that there is a ditch on Pisces causing retaining pond.

6.7 Complaint Committee – JL/AMA

6.7.1 Anderson letter

Motion: Jerry and AMA seconds to approve letter to J Anderson. **Motion carries unanimously by voice vote.**

6.7.2 VanUden

Write letter with a 7 day notice for inspection of his property to see what he has actually done.

6.7.3 Sherwood

Rec'd 7 day notice letter and he sent email denying GLA access; Newman – go to other property to see what they can still see and let him know.

6.8 Governing Documents Committee - AS

6.8.1 Board certification of the Restated Bylaws document

On Aug 26 the committee sent the board a report, history, how it proceeded to implement, and the final outcome. Board signed the restated bylaws. Andrea asked to have restated bylaws placed on website. Charlotte stated the document needs to be filed with county.

6.9 Election Committee Report – JL

6.9.1 Election Committee report

Nominate Andrea & Charlotte to be on the committee; Vote unanimous. Emigrant hall voting ballot dropoff; off-premise Zoom and uberconference of the meeting. Claudette – ballots on website.

6.9.2 Approve vote mailing documents

Motion: Jerry motioned and Andrea seconded to approve the documents with modification of the letter; **Motion carried unanimously.**

6.9.3 November 14 virtual meeting

Directions are in the mailing documents

6.9.4 November 14 meeting venue

Emigrant Hall.

7. Approve minutes August 10, 2020

Tabled. For Claudette's corrections and email vote.

8. Ombudsman Reports

Miriam stated multiple property owners can't vote if any property isn't paid; she referred to the in gov docs and Rakela lawsuit.

9. Finished Business

9.1 Email Votes

1. 8/18-20/20 **Motion:** Andrea moved and Jerry seconded that the board approve the attached three documents calling for nominations to be mailed to members. **Motion carried** (9 in favor – Andrea, Jerry, Charlotte, Gerald, Jean, Aija-Mara, Newman, Claudette, John; 1 opposed – Tim; 2 didn't vote – Ed, Erica).

2. 8/18/20 **Motion:** Jerry motioned that Andrea, Charlotte and John be named to the election committee. **Motion stalled** (1 in favor – Jerry; 0 opposed; 11 didn't vote).

3. 8/21-23/20 **Motion:** Tim made a motion and Andrea seconded that the GLA Board task attorney Seth Cunningham with the job of seeking a cease and desist order for NG 46 ASAP. **Amended Motion:** Tim amended the motion to read NG 64. **Motion carried** (8 in favor – Tim, Andrea, Gerald, Jean, Claudette, John, Erica, Jerry; 4 didn't vote – Charlotte, Newman, Ed, Aija-Mara).

4. 8/22/20 **Motion:** Gerald made a motion and Aija-Mara seconded to rent Liberty Hall on a month to month basis for $100 per month. **Amended motion:** that the $100/mon fee includes Wi-Fi and committee meetings. **Motion withdrawn** due to a conflict of interest.

5. 8/24-25/20 **Motion:** Andrea moved and John seconded that the board approve including the attached announcement in the call for nominations packet. **Motion carried** (8 in favor – Andrea, John, Claudette, Newman, Gerald, Jerry, Erica, Charlotte,; 1 opposed – Tim; 3 didn't vote – Aija-Mara, Ed, Jean).

6. 8/27/20 **Motion:** Charlotte made a motion and Gerald seconded that the board give permission to Ian Scott for the use of the soccer field on September 5, 2020 for a rugby match. **Motion stalled** (3 in favor – Charlotte, Gerald, Aija-Mara; 1 opposed – Tim; 8 didn't vote – Andrea, Claudette, Ed, Erica, Jean, Jerry, John, Newman,).

10. Visiting Landowner Input Period – (15 minutes, up to 3 minutes per speaker)

11. **Adjournment**
Newman adjourned meeting at 12:37 a.m.

12. **Next Board Meeting: October 12, 2020**

Glastonbury Landowners Association, Inc.

Board of Directors – *Final*

January 13, 2020

1. **Call to Order, Pledge of Allegiance, Invocation and one minute of silence**
   The meeting was called to order by Newman Brozovsky at 7:05 p.m.

   PRESENT: Newman Brozovsky (President), Ken Hurley (Vice President), Charlotte Mizzi (Secretary), Aija-Mara Accatino, Tim Brockett, Claudette Dirkers, Gerald Dubiel, Jerry Ladewig, Andrea Sedlak.
   ABSENT: Ed Dobrowski
   Also: Karleen McSherry (Administrative Assistant)
   Landowners: Donna Andersen, Miriam & Charles Barker, Jeff Ladewig, Mark Seaver (by phone).

2. **Announce meeting being recorded**

3. **Set Agenda**

4. **Visiting Landowner Input Period**
   Donna Andersen appreciated hearing from Aija-Mara & Gerald regarding her phone call about fireworks.

5. **UNFINISHED BUSINESS**

6. **Officer and Committee Reports**

6.1 President's Report – NB

6.1.1 Treasurer position

Newman announced that Chris Desborough had resigned as a board member and therefore as the treasurer. **Motion:** Newman nominated and Charlotte seconded Claudette as treasurer. **Motion carried unanimously.**

6.1.2 Rule 2.01, Seth's comments

Action Item: ***Gov Docs Committee – work on incorporating Seth's suggested changes to Rule 2.01.***

6.2 Project Review Committee Report – GD

Gerald reported that Scariano Holdings put in an application for a single story barn but seemed to be building a two- or three-story residential facility with up to eight units. **Motion:** Gerald motioned and Tim seconded that the GLA get an injunction to stop construction on Scariano Holdings property, NG 64, because it's against the Master Plan. **Motion carried unanimously. Motion:** Tim moved and Ken seconded that the Governing Documents Committee provide the board with input regarding imposing fines or other ways of influencing behaviors that violate all of the governing documents. **Motion carried unanimously** by voice vote.
Action Item: ***Newman – send Scariano info to Seth.***
Action Item: ***Karleen – send Newman the original Scariano application and paperwork***.
Action Item: ***Project Review Committee – tighten up regulations to require work stoppage if landowner deviates from the submitted and approved plan; research possibility of including damages clause.***

6.3 Secretary's Report – CM

6.3.1 January Newsletter, fireworks

Discussion regarding what if anything the GLA can do about loud and explosive fireworks displays, especially at unexpected times of the year.

6.3.2 Community Property Committee

Action Item: ***Newman – add research of this issue to the Legal Committee agenda.***

6.4 Treasurer's Report – KAM

6.4.1 **P&L, Balance Sheet, Deposit/Check Details, Customer Balance Summary Nov 2019**
Motion: Charlotte motioned and Andrea seconded to accept both the November 2019 and 2019 End of Year treasurer's reports. **Motion carried** (7 in favor; 1 opposed – Tim, and 1 abstention – Claudette) by voice vote.

6.4.2 **End of Year Report Dec 2019**

6.4.4 **Assessment balances of $5 and under**
Motion: Charlotte motioned and Gerald seconded to write off any balances under a dollar at the end of the year. **Motion carried** (6 in favor – Gerald, Aija-Mara, Charlotte, Newman, Andrea, Jerry; 3 opposed – Tim, Claudette, Ken) by voice vote.

6.4.5 **Assessment statement wording**
Suggestions were made for changing the wording at the bottom of the assessment statements to reflect this year's dates.

6.5 **Finance Committee Report – CM/AS**

6.5.1 **Proposed 2020 budget**
Motion: Charlotte motioned and Gerald seconded to accept the $935 allocated for the parkland. **Motion failed** (3 in favor – Charlotte, Gerald, Newman; 4 opposed – Jerry, Tim, Ken, Andrea; 2 abstentions – Claudette, Aija-Mara). **Motion:** Charlotte motioned and Gerald seconded to allow for $200 to pay the parkland utility bills. **Motion carried** (6 in favor; 3 opposed – Tim, Jerry, Claudette). Discussion regarding weeds and whether the $1,600 allotted for each of north and south could accomplish anything; decision to let landowners know they are responsible for the weeds in their easement and the possibility of the GLA sending a 30-day warning letter followed by reporting to the county landowners who have noxious weeds on their property; and the decision to leave money in the budget to weed common land.
Action Item: ***Legal Committee to look into the requirements to keep the parkland and not have it revert back to the grantor.***
Action Item: ***Charlotte and Karleen – include article regarding weeds in newsletter.***
Action Item: ***Road Committee – invite people from the county to give one or more presentations about weed control.***

6.5.2 **Payment Plan income & collection attorney costs**
Discussion about how to separate out current assessment from past assessments. It was announced that Emigrant Hall rent increased from $75 to $90 per meeting.

6.6 **Road / Management Committee Report – JC/ED**

6.7 **Complaint Committee – JL/AMA**
Discussion about whether seeking legal advice regarding Sherwood's eyesores and options for moving forward are financially feasible.

6.8 **Governing Documents Committee – AS**
Next meeting was scheduled for Jan 21st.

6.9 **Legal Committee Report – NB**
Newman reported that there had been continuing progress with the O'Connell case and with collections. Five or six more people had been sent to the collection attorney at the end of last year.

7. **Approve minutes: December 9 BOD, January 02 BOD Special**
Motion: Gerald motioned and Aija-Mara seconded that the board accept the meeting minutes of Dec 9 2019. Discussion ensued regarding the detail included in 7.9.5. **Motion:** Charlotte moved and Aija-Mara seconded that the board approve the December 9, 2019 meeting minutes with the removal of all of 7.9.5 except the Keeler information. **Motion carried** (8 in favor, 1 opposed – Claudette) by voice vote. **Motion:** Claudette motioned and Ken seconded that the board accept the Jan 2, 2020 meeting minutes. **Motion carried** (8 in favor, 1 abstention – Jerry) by voice vote.

8. Ombudsman Reports

Miriam relayed that a number of people, especially those on fixed incomes were unhappy about the assessments being raised; she recommended rounding the quarterly payment to $444 so it would be easier for people to remember.

9. Finished Business

9.1 Email Votes

1. 12/18-21/19 **Motion:** Charlotte motioned and Andrea seconded to approve an increase of 10% in assessments, the draft budget and the letter to be sent to landowners. **Motion failed** [need 2/3 majority to pass an email vote] (6 in favor – Charlotte, Andrea, Gerald, Aija-Mara, Ken, Chris; 5 opposed – Tim, Jerry, Claudette, Ed, Newman).

10. Visiting Landowner Input Period

11. Adjournment

The meeting was adjourned at 9:50.

12. Next Board Meeting: February 10, 2019

13. Closed Session begin 10:00 pm

13.1 Legal updates

Motion: Charlotte motioned and Ken seconded for Tyler to proceed with foreclosures on two properties. **Motion carries unanimously** by voice vote.

13.2 Employee compensation

Motion: Aija-Mara motioned and Gerald seconded to change the administrative assistant's title to administrator. **Motion carried** (8 in favor, 1 abstention – Jerry) by voice vote.
Motion: Gerald motioned and Aija-Mara seconded to give the administrator a raise.
Motion carried (5 in favor; 4 opposed) by paper vote.

Budget

Motion: Gerald motioned and Aija-Mara seconded to accept the budget as reworked.
Motion carried (6 in favor – Aija-Mara, Gerald, Ken, Charlotte, Andrea, Newman; 3 opposed – Tim, Claudette, Jerry) by voice vote. Agreement to allocate the $425 unused by the parkland, half to north and half to south road maintenance.

The closed session adjourned at 10:50.

Glastonbury Landowners Association, Inc.

Board of Directors Meeting – ***Final***

December 9, 2019

1. **Closed session 6:45 – 7:05**
   1.1 Employee issue

2. **Call to Order, Pledge of Allegiance, Prayer and one minute of silence**
   The meeting was called to order by Charlotte Mizzi at 7:10 p.m.

   PRESENT: Dennis Riley (President, by phone), Charlotte Mizzi (Secretary), Aija-Mara Accatino, Tim Brockett, Newman Brozovsky, Chris Desborough, Claudette Dirkers, Ed Dobrowski, Gerald Dubiel, Ken Hurley, Jerry Ladewig, and Andrea Sedlak (by phone).*
   Also Attending: Karleen McSherry (Administrative Assistant)
   Landowners: Donna & Svend Andersen, Miriam Barker, Chris Brookhart, John Carp, Sabrina Hanan, Richard Johnson, Jeff Ladewig, Leo Keeler, Clare Parker, Jeff Riederer, Debra Schildecker, Mark Seaver (by phone).

3. **Announce meeting being recorded**

4. **Set Agenda**
   Add 7.2.2 Weisman NG 40-2
   Add 7.1.2a Roskind resignation

Seating of new board members 7:15

5. **Visiting Landowner Input Period**
   Donna Andersen expressed concern regarding the lack of Project Review Committee meetings since October especially in light of an application being on the agenda; Sabrina Hanan, Chris Brookhart and Chris Desborough each spoke to the issue among them of vicious dogs and the various alleged attacks on each other and their animals; Leo Keeler believed Rule 2.01 passed by the board exceeded board authority.

6. **UNFINISHED BUSINESS**

7. **Officer and Committee Reports**

   7.1 President's Report

   7.1.1 Code of Conduct policy; Conflict of Interest statement; Rule 2.01
   The board discussed limitations that Rule 2.01 puts on directors and the clarification that board members should not use their position on the board to make things public that they wouldn't ordinarily have access to. Board members signed the Code of Conduct Policy.

   7.1.2 Election of Officers
   All votes were taken by paper ballot and text from Andrea:
   President: Aija-Mara nominated Newman and Ed seconded. Newman was elected with 7 votes, 1 vote each for Ken and Claudette.
   Charlotte turned over control of the meeting to Newman.
   Vice President: Charlotte nominated Ken and Gerald seconded; Ken nominated Chris who declined. Ken was elected with 8 votes, 1 vote for Andrea.
   Secretary: Gerald nominated Charlotte and Ed seconded. Charlotte was elected with 8 votes, 1 vote for Jerry.
   Treasurer: Charlotte nominated Chris and Ed seconded; Jerry nominated Claudette who declined. Chris was elected by unanimous vote (11).

   7.1.2a Roskind resignation replacement

* Alicia Roskind resigned prior to the meeting.

The board discussed whether the runner-up candidate in the South Glastonbury election could be automatically appointed because Ms. Roskind had not been seated yet as a board member; the Bylaws state that a special meeting must be called to fill vacancies between annual elections. **Motion:** Tim motioned and Jerry seconded for the board to approve sending a postcard giving 30-day notice of the vacancy to all SG landowners and stating that they would like to hear from landowners who are interested in serving on the board. **Motion passed unanimously** by voice vote.

7.1.3 Re-establish committees and chairs

The following are 2020 committees:

Legal Committee: Chair: Newman
Members: Ken, Charlotte, Chris, Claudette, Andrea, Jerry, Ed.

Project Review Committee: Co-chairs Gerald (NG), Ed (SG)
Members: Charlotte, Chris

Road Management: Ed, Gerald

Finance Committee: Chair: Chris
Members: Charlotte, Andrea

Road Committee: Co-chairs John Carp (NG), Ed (SG)
Members: Gerald, Richard Johnson, Chris
Snowplow dispatcher: John Carp

Governing Documents Committee: Chair Andrea
Members: Jerry, Charlotte, Ken, Claudette

Complaint Committee: Co-chairs Jerry, Aija-Mara
Members: Clare Parker

Election Committee: Chair Claudette
Members: Tim

Webmaster: Tim

Motion: Charlotte moved and Ed seconded to reinstate the Community Property Committee. **Motion failed** (3 in favor – Aija-Mara, Ed, Charlotte; 7 opposed; Gerald temporarily absent) by voice vote.

Motion: Tim moved and Ken seconded that the problem of the Community Property Committee be referred to the legal committee to study and make a report to the board. **Motion carried** (10 in favor; Gerald temporarily absent) by voice vote.

7.1.4 Determine meeting dates for 2020

A meeting schedule draft was presented to the board. **Motion:** Charlotte moved and Tim seconded that the board accept the presented schedule. **Motion carried unanimously** by voice vote.

7.1.5 Set 2020 goals

Action Item: ***Committees - come up with goals and bring them to the board.***

7.1.6 Revisit the prayer/no prayer standard for the year

Motion: Jerry moved and Ken seconded that the board remove the word "prayer" and replace it with "invocation." **Motion carried unanimously** by voice vote.

7.2 Project Review Committee Report – GD

7.2.1 NG 33-C Richards' dwelling assessment

Motion: Gerald moved and Ed seconded to approve a single assessment on the 7 Mercury Lane property, that was formerly two assessments, because they removed the locked door to the apartment which made it a single family dwelling. **Motion carried unanimously** by voice vote.

7.2.2 **NG 40-2 Weisman well**

Gerald reported that Weisman wanted her own well rather than the community one; it was located in front of the house with a 20' setback that was nowhere near the drain field. **Motion:** Ed moved and Chris seconded to approve the well on NG 40-2 as long as they amend the application to correct the distance reported to the property line. **Motion carried** (10 in favor, 1 abstention - Gerald) by voice vote.

7.3 Secretary's Report – CM

7.4 Finance Committee Report - CM

7.4.1 Proposed 2020 budget

Charlotte, Dennis, Ken & Claudette attended the Finance committee meeting and created a balanced budget with a 10% increase in assessments. Discussion included the report of complaints to the SG Ombudsman about 10% being too high and people can't afford that much; not increasing assessments until all past due amounts are collected; whether an increase should be a board or landowner vote; whether the word "association" in the covenants refers to the members or the board; that the increase be less than 10%. **Motion:** Tim moved for the legal committee to get resolution on the word "association" **–** board or members, according to the Montana State Supreme Court decision. **Motion failed** due to lack of a second.

7.5 Treasurer's Report

7.5.1 Three clean-up issues

1. Erickson's $5,000 disputed variance amount and O'Connell's $18,000 court ordered fees were moved out of assessments and into their own record. 2. People who had Project Review fees in with their assessments and were showing a credit but who really owed assessments would be sent a letter explaining what happened. 3. Brown/Ford's Project Review process fell through the cracks and needs committee follow-up. The amount shown as owing wasn't assessments but rather fees for their project. 4. The fee to rent Emigrant Hall increasing in 2020 from $75 to $90.

Action Item: ***PRC – check if Brown/Ford's building was built, collect elevation drawings with the maximum height and footprint dimensions from the builder, collect a new check.***

7.6 Election Committee Report – AS

7.6.1 Election Tie Resolution

Andrea explained that Tim brought in quite a number of proxies, three were rejected because of unpaid assessments; in re-examining the proxies it was discovered that the assessment totals were incorrect. On one landowner's account, a $5,000 disputed variance amount was incorrectly charged interest. This affected proxies for two properties. On a third property, the landowner had not been notified of the amount they owed on their assessment because they had paid project fees, which were credited to their overall account. This obscured the unpaid balance on their assessments so it wrongly appeared they did not owe the GLA anything. They were not notified that they owed any assessment balance due to the GLA's misleading accounting record. Thus, these three proxies were accepted from Tim and the final totals changed from a tie to Tim winning by 3 votes.

7.7 Road / Management Committee Report

7.8 Legal Committee Report

7.9 Complaint Committee – JL

In the interest of time, Jerry skipped reporting on the status of each complaint listed.

7.9.1 Sherwood

7.9.2 George Martin

Motion: Jerry moved and Ed seconded that board approve the Martin letter. **Motion carried** (10 in favor, 1 abstention - Chris) by voice vote.

7.9.3 Peacocks
Motion: Jerry moved and Ed seconded that the board approve the Peacock letter. **Motion carried** (10 in favor, 1 abstention - Chris) by voice vote.

7.9.4 Hanan
Motion: Jerry moved and Charlotte seconded that the board approve the Hanan letter **Motion carried** (10 in favor, 1 abstention - Chris) by voice vote.

7.9.5 Keeler
Leo asked for copies of records and he was sent an acknowledgment notice in November that the committee would meet in January to address his issue.

7.10 Governing Documents Committee

7. Approve minutes: Annual meeting November 9, 2019
Motion: Charlotte motioned and Andrea seconded to accept the Nov 9, 2019 board meeting minutes. **Motion carried** (9 in favor, 2 abstentions – Ed, Tim) by voice vote.

8. Ombudsman Reports

9. Finished Business
9.1 Email Votes

1. Nov 11-12, 2019 **Motion:** Andrea moved and Charlotte seconded that the Board approve holding a Runoff election to resolve the tie in South Glastonbury between Clare Parker and Timothy Brockett via a mail-only absentee ballot by landowners who were eligible to vote in the Nov 9 election. **Motion carried** (8 in favor – Andrea, Charlotte, Dennis, Ken, Richard, Gerald, Newman, Jerry; 2 didn't vote – Kevin, Mark).
2. Nov 25, 2019 **Motion:** Dennis moved and Charlotte seconded that the GLA contract with Jan Hjalmarsson for website maintenance services at the rate of $25/hour and $15/half hour. **Motion carried** (7 in favor – Dennis, Charlotte, Richard, Andrea, Newman, Ken, Gerald; 1 opposed – Kevin; 2 didn't vote – Jerry & Mark).
3. Nov 27, 2019 **Motion:** Dennis moved and Charlotte seconded that by board vote the GLA implement the attached rules of conduct. **Motion carried** (9 in favor Dennis, Charlotte, Andrea, Mark, Ken, Newman, Gerald, Jerry, Richard; 1 didn't vote yet – Kevin).
4. Dec 1-?, 2019 **Motion:** Gerald moved and Richard seconded that the Richards' house located on 7 Mercury lane, NG, Lot 33-C, having been charged two assessments due to a rented apartment, be charged one dwelling assessment because the locked door has been removed and the owners intend to use it as a single family dwelling. **Motion stalled** (2 in favor – Gerald, Richard).

10. Visiting Landowner Input Period – (15 minutes, up to 3 minutes per speaker)
Donna Andersen asked for dates on the email votes to be put in the agenda; Chris Brookhart stated that NG roads seemed to be getting worse especially the paved roads, some areas needing repairs didn't get fixed this year. He suggested the association create a plan to replace the paved road that would include monies put aside every year for the projected age of the road to have the cost of replacement at the end of that period. Jeff Ladewig alerted Tim as the new webmaster to a broken link on the document request page that needed to be fixed; he also recommended that the board consider a tiered assessment system for people who live in high south and also those who live on paved roads to help pay for the extra costs of those roads.

11. Adjournment
Newman adjourned the meeting at 10:58.

12. Next Board Meeting: TBD

13. Closed Session

RULE AND REGULATION 2.01
OF THE
GLASTONBURY LANDOWNERS ASSOCIATION, INC.

A RULE AND REGULATION OF THE GLASTONBURY LANDOWNERS ASSOCIATION THAT SPECIFIES THE CONFIDENTIALITY STANDARDS REQUIRED OF BOARD MEMBERS

This rule and regulation is made and adopted this 27th day of November, 2019 by the Board of Directors of the Glastonbury Landowners Association, Inc pursuant to its powers described below.

Whereas, the Covenants Section 2.07 and section 10.01 authorize the Association to adopt reasonable rules and regulations consistant with the intent and enabling provisions of the Covenants and Master Plan.

Whereas, the GLA is a non-profit private organization made up of the landowners within this community, and as a non-profit organization Montana Non-profit Code MCA 35-2-906 clearly lists what records are to be made available to our members.

Now therefore, it is the Board's conclusion, based on the review and interpretation of the Covenants, Master Plan and Bylaws, as well as the intent of such documents, that any information (documents, emails or personal information) that is not required to be released by MCA 35-2-906 are confidential and cannot be released without the approval of the Board. Now for the purpose of expressly setting forth the Board's interpretation of the Governing Documents and pursuant to the Board's express and implied powers, the Board adopts the following Rule and Regulation:

No Board member may disseminate or release to anyone outside of the GLA Board of Directors and Administrative Assistant through any means whatsoever – by audio or video recordings, orally, or in writing (e.g., via emails, letters, newsletters, websites, social media, etc.) any information learned by means of being a Board member other than that which is covered in Montana Code MCA 35-2-906, whether such information was learned before or after the date of this ruling, without the prior approval of the Board. Further, personal information not expressly listed in MCA 35-2-906 about Board members, employees, volunteers, contractors, and landowners is confidential and not to be released.

Be it further stated that, in most cases, the first violation will receive a formal warning. The second violation, or any violation the Board judges to be particularly serious, is justification for removal from the Board. Should that occur, the Board will require the violator to resign and will, if necessary, convene a special meeting of members (pursuant to MCA 35-421) or seek judicial removal under MCA 35-2-423. In either case, the violator will be liable for all costs, expenses, and expenditures including, and without limitation, the complete legal costs incurred by the GLA in enforcing this ruling as a result of the member's violation. No delay or failure by the GLA in enforcing this ruling will operate as a waiver.

Having been passed and adopted by the Board of Directors of the Glastonbury Landowners Association, this Rule and Regulation shall be attached to the Bylaws and shall be effective as of the date it is passed and adopted.