

**Minutes of Crestwood Village Five  
Executive Board Workshop  
January 23, 2024**

OPEN SESSION:

- I. Meeting called to order at 10:00 AM with Pledge of Allegiance.
  
- II. In attendance were Trustees: Betsy Gordon, Karen Pedersen, Steve Carroll, Nancy Eldridge, Mary Ann Payne, Steve Berwanger, Robert Lamb, Cathleen Blackwood, Administrator; Guests: Residents, Ed Kirkwood, Tom Larkin; Mark Poyner, Resident Club Treasurer
  
- III. Minutes: Steve B made a motion to accept the Executive Workshop Minutes of January 16, 2023 and Betsy G seconded. All Approved.
  
- IV. Report of Officers:
  - A. President Report: Snow report: Only 3 official complaints were made regarding snow removal this week. One complaint involved a damaged garbage receptacle. Betsy Gordon followed up with Johns Landscaping regarding the complaints.
  
  - B. Treasurer Report: The January report is not completed. No change from the December report. The following deficits from actual expenses to budget for end of month in December totals \$84,905 as follows: Attorney Fees, Custodial Salaries, Grass Cutting and Clubhouse expense. Actual expenses may exceed budgeted amounts due to timing in the receipt of revenues vs paid invoices and contract payment requirements.
  
- V. Unfinished Business:
  - A. By Laws: Steve C distributed a clean copy of the proposed new Bylaws along with a copy including tracked changes. A copy of the memorandum from the CV5 Attorney, Ron Catelli was also distributed. There are 3 major changes: Elections, Rentals, and Fines. The CV5 attorney advised to include changes regarding legal fees to adhere to new laws. Board will review the changes and CV5 Attorney memorandum. The Board approved version will be sent back to the CV5 attorney for review. Robert L inquired if Covenants would be changed. Steve C responded that no change will be made to the covenants, however an amendment can be made to include changes, e.g. age restrictions, fines. Steve B offered to scan the covenants into an electronic file.
  
  - B. Kitchen Vent: Reschedule date is not set. Whitman roofing will coordinate with Dash for vent installation.
  
  - C. Main Hall Flooring: American Flooring provided a quote of \$52,679 to include the Main Hall, Kitchen and Chair storage rooms. J & L Flooring provided a quote of \$64,000. Lowes declined a proposed quote. Steve B made a motion to accept the American Flooring quote, Betsy G seconded the motion, all approved.
  
  - D. Kitchen Sink: A new faucet will be purchased.

E. Road Rumble Strips: On hold.

F. Stouts Bus Service: Mary Ann P will invite Stouts to an Executive Workshop to discuss proposed changes to the Stouts Schedule. Currently, contract is \$7229 per month which includes a fuel surcharge. Monthly Ridership has not been determined. Mary Ann P will draft CV5 requirements to discuss with Stouts. CV5 Stout Contract expires July 31, 2024 (3-year contract).

G. Electronic Sign: Mark P offered to set up a meeting with the Board with Steve Clark of K C Signs.

#### VI. New Business:

A. Steve B reported on the Manchester Community Council Meeting held at CV5 on Monday, Jan 22.

1. Martin Lynch, Tax Assessor provided insight on the upcoming Assessment process. He will present the same at the CV5 Open quarterly meeting in February.

2. The Senior Freeze, PTR Program has been revised to allow \$150,000 in income and eliminated the 10-year resident requirement.

3. A new law has been passed, S2760 requiring HOAs to complete Capital Reserve Studies. CV5 conducts a Capital Reserve Study every 5 years.

4. Judy Noonan listed proposed Bills that could affect HOA procedures.

= S762 re: Residents availability to HOA Board Minutes

= S595 re: Resales

= S2537 re: Transfer of property fees

= S866 re: Trust Funds

= S5595 and S4026 re: Foreclosures

5. John Kirwin of Office of Emergency Management in Ocean County advised of a "Register Ready" Program that residents may register with the County regarding their accessibility restrictions , e.g. disabilities, wheelchairs, lack of transportation and/or communication. He also announced training sessions for CART volunteers (County Animal Reaction Team) on Saturday February 10th at the Miller Air Park, and for the CERT volunteers (Community Emergency Reaction Team) to be held, starting on Feb 26th from 6 - 9 PM (5 nights).

B. Steve B recommended negotiations with John's Landscaping for possible, pay as you go for snow and grass. Currently the Snow Contract is \$78,000 (no limit - 3 inch requirement), the Grass contract is \$240,000 (20 cuts) and the Gutter cleaning Contract is \$22,000 (for 2 cleanings).

Ed Kirkwood, Tom Larkin and Mark Poyner departed the meeting at 11:30.

Meeting adjourned at 12:00.

Nancy Eldridge  
Secretary