

**Minutes of Crestwood Village Five  
Executive Board Workshop  
October 29, 2024**

OPEN SESSION:

- I. The Meeting was called to order at 10:00 AM with Pledge of Allegiance.
- II. In attendance were Trustees: Steve Berwanger, Nancy Eldridge, Steve Carroll, Mary Ann Payne, Betsy Gordon, Karen Pedersen; Administrator Cathleen Blackwood; Absent: Ed Kirkwood; Residents: Anthony Zoccali, Carmine Coppola, Julie Velez, Mark Poyner
- III. Minutes: Steve C made a Motion to accept the minutes of the Executive Workshop of October 22, 2024, Betsy G seconded the Motion. All approved.
- IV. Resident Club Report:
  - A. Anthony Zoccali, Bingo Manager, presented results of the Special Bingo held on October 26th. Attendance: 160, Gross \$12,358, Expenses and prizes \$5627 = profit of \$6,731. The Kitchen also profited \$677 on the 26th. The next Special Bingo is scheduled for April 26, 2025. During the past month, \$2,000 was spent on Bingo supplies leaving a \$72,000 for the Bingo Account
  - B. Julie Velez, Resident Club President, reported a \$40,000 balance in the Resident Club account. Julie announced that the Comedy Show profited \$1243.
  - C. Anthony Z inquired on status of Clubhouse projects, e.g. sprinkler system, rear door replacements, vent installation in the kitchen and windows in the Main Hall. Julie V offered Resident Club assistance to accomplish the projects. All projects are awaiting quotes. Anthony Zoccali departed the meeting at 10:10.
- V. Officer Reports:
  - A. President Report:
    1. The Manchester Community Council meeting was held at CV5 Clubhouse on October 28th. Diane Pedroza, Manchester School Superintendent was the guest speaker. Steve C advised that school buses pick up children in CV5. CV6 provided a copy of the Manchester Township Code for Senior Communities age restrictions. Judy Noonan will arrange a meeting to discuss this issue further.
    2. Steve B advised that Judy Noonan is campaigning against the Reserve Study funding law which gives the Corporations conducting the Studies too much control over the Senior Communities.
    3. Ken Freeman tried to post an announcement on the Official CV5 Facebook Page of a Seminar he is holding with the Ansell Law Group on Nov 2 at 2 PM at CV1. His posting was denied.
- VI. Administrator Report:

A. Julie Velez and Cathleen B discussed changing the Holiday Party cost to \$5 with a food pantry donation or \$7 without the donation. RSVP is by Dec 6th. The Board approved the change in the cost.

B. A completed worksheet will be required for all event Flyer requests.

VII. Unfinished Business:

A. Betsy G suggested the House Number requirement be republished in the Hilltopics.

B. Betsy G. spoke with John's Landscaping regarding the last Fall Cleanup. He is waiting for more leaves to fall.

C. The Firewise Cleanup is scheduled for November 2nd from 9:00 to 12:00. Lowes volunteers are confirmed to help in the cleanup behind the units at the Sunset and Milford intersection. Residents may pick up bags at the Clubhouse at 9:00 AM. Brush pickup is scheduled for Thursday, November 9th. The Sea Cadets have not confirmed how many volunteers. Julie Velez, Resident Club President, offered to fund the lunch for the volunteers.

D. Firewise Night is scheduled for Nov 13th at 7 PM.

Carmine Coppola and Mark Poyner departed the meeting at 11:00.

C3LOSED SESSION:

VIII. Executive Session:

A. Julie Velez presented a Health Fair Flyer from Laurie Dickerson, former employee of Beacon of Life for November 8th from 10 AM - 1 PM. 25 Vendors are scheduled. Dickerson currently works for Trinity Rehab. Julie will find out who is sponsoring this event.

Julie departed the meeting at 11:15

B. Calendar:

1. No Executive Workshop on 11/5 (Election Day)
2. Open Quarterly Meeting 11/11 at 7 PM (office is closed for Veterans Day)
3. Medicare Seminar 11/6
4. Health Fair 11/8
5. Firewise Night 11/13

C. Two new custodians have been hired. Robert Wyman (former CV5 custodian) started on 10/28 and will work Mon - Fri from 8 AM - 1 PM (25 hours per week). Ruth Pervine will train for the next 2 weeks and work from 2:00 - 8:00 PM Mon - Fri and 9:00 AM - 1 PM on Saturday (34 hours per week). Both employees will receive \$17.50 PH.

D. Project Tracker Update:

1. Carpet: The Board selected the Quote from J & L Carpet for Broadloom carpet in the Board Room, Office and Lobby for \$5,713.
2. Kitchen Vents & Stoves: The Board approved the Resident Club to purchase 2 electric stoves. Dash Corp will provide an updated quote for the venting system over the Island and the new stoves. Julie Velez will meet with Dash to discuss placement of the vents.
3. Road Project: Swift provided a quote for \$14 per sq yd for 104,000 sq yds for milling and putting down asphalt (however, the quote stated engineer and permit costs are not included). They have been asked to update their quote to include the finger streets and engineering and permit costs. Eosso Paving provided a quote for \$27 per sq yd for 127,000 sq yds for roads & parking areas, including cement repairs, patch work, new steel in sewers, etc. Eosso advised permits were not needed as the streets are private. The Top Coat has not provided a quote yet. The Reserve study shows 123,000 sq yds @ \$34 for budgeting.
4. Accordion doors: The Parole Board has not responded to requests for retribution from Darren Higgins theft and damages equaling \$7,000. A certified letter may be needed.
5. Proposed Bylaws Updates: Printing and mailing will be done in-house (6 pages times 1113 = 6678 sheets. Cathleen B will stock the staples, paper and toner.
  - a. 11/9: 09:00 AM Nancy E & Betsy G will copy, double sided, collate, and staple Sample ballot sheets (100 at a time). The Cover letter will be printed separately.
  - b. 11/10: 10:00 AM Karen P, Betsy G and Steve B will assemble and mail
  - c. 11/20: 2:00 PM and 7:00 PM Meeting with residents to discuss Bylaw Changes
  - d. 12/6: EOD Absentee and proxy ballots must be requested and returned to the office
  - e. 12:00 - 6:00 PM Residents vote

E. Replacement of current legal support will be discussed at the 11/19 Executive Board Meeting (Steve Kotzas and/or Benjamin Maybe are two possible candidates).

F. 119 Milford: Sewer line repair was brought to legal due to a letter received from an attorney. Ron Catelli, CV5 attorney will be informed that he needs to support the Board position as required by the CV5 Bylaws.

G. 9 Milford Ave: Ron Catelli, CV5 attorney, has informed the Board that the claim for moneys owed to CV5, from surplus funds received at Sheriff sale, was denied after he erroneously placed a second lien on the property. This issue must be re-discussed with new legal counsel.

H. Steve B suggested all liens be updated with new amounts owed.

I. Mr. Coar, 13A Drake has requested an ADR regarding his property violations. An ADR will be arranged.

J. Mary Ann Dulney, 8B Sunset requested that the gutter cleaners do not climb on the screened room.

K. Cecilia Taylor, 20B Greenleaf, requested to speak with the Board and did not show up at the meeting to discuss her grandchildren living in her unit. She will be offered to attend the next meeting in two weeks.

L. 29A Birchwood requested to speak with the Board and did not show up at the meeting to discuss violations.

M. Mr. Fray, 23B Canton requested Trustees visit his property to clarify what cleanup is necessary. Nancy E and Betsy G will visit Mr. Fray on 10/30 at 9:30 AM.

N. 3C Quincy has constructed a dog run. A Resident Liaison will inspect.

O. 32 Auburn has private furniture in the Common area. A resident Liaison will inspect.

P. 26B Maplewood requested a dumpster for 45 days. Board approved 30 days.

Q. Door Jockey will be contacted for a quote for replacing the 2 back doors and a change to the entrance door by the Library.

R. 8 Auburn C: A letter was sent to homeowner, Pete Guilaino, regarding a 14 year old occupant. Pete G admitted to the underage resident, as did his daughter Samantha. Pete G was advised that the child cannot live at 8 Auburn.

Meeting Adjourned at 12:50 PM.

Nancy Eldridge  
Secretary