

**Minutes of Crestwood Village Five
Executive Board Workshop
April 22, 2025**

OPEN SESSION:

- I. The Meeting was called to order at 10:00 AM with Pledge of Allegiance.
- II. In attendance were Trustees: Nancy Eldridge, Ed Kirkwood, Betsy Gordon, Steve Carroll, Steve Berwanger; Administrator Cathleen Blackwood, Absent: Mary Ann Payne
- III. Minutes: Steve C made a Motion to accept the minutes of the Executive Workshop of April 15, 2025, Steve B seconded the Motion. All approved.

IV. Officer Reports:

A. President Report:

1. Meet the Mayor and Fire Safety presentation on April 22:

a. NJ State Fire Code change: Flammable mulch must be at least 18 inches away from the structure. Single and double family owner-occupied homes are exempt. Rental units, quads and six-plexes must adhere to the Fire Code. Insurance claims could be affected if the structure does not meet Fire Code. The change will be brought into the Crestwood Village Five Rules and Regulations with a grace period to remove the flammable mulch.

2. Gary Sylvester of the Manchester Planning Board advised that Manchester Township will enforce the Permit requirements for “accessory development”, such as patios, decks, three season rooms, porches, patio covers and open-accessory structures. The regulation cites: “accessory residential sheds are not specifically permitted and as such they are prohibited.” The Mayor mentioned that he will try to relax the shed prohibition, as most HOA’s address sheds in their Regulations. He said that HOA’s may require stricter regulations but cannot conflict with them. The Administrator sent out letters to notify homeowners of the new regulations.

2. Treasurer Report: The Financial Report for the end of March shows a surplus of \$57,134.04 compared to budget. The Reserve fund totals \$2,787,936.

V. Administrator Report:

A. The Artist guild cancelled the Sip and Paint for May 10th.

B. The CV5 BBQ is scheduled for Saturday June 28 from 1 – 4 PM with a cost of \$10 per person. The Resident Club will be asked to participate. RSVP’s will be required by the week prior.

C. Dates to Remember:

1. September 2nd, will resume weekly Executive Workshops after the Summer bi-weekly schedule.
2. Open Budget meetings will be held on May 7th at 2:00 PM and May 21st at 7:00 PM.

D. Betsy G made a motion for Ed Kirkwood to fill the vacant Sergeant at Arms position. Steve C seconded the motion. All Approved.

E. Steve B will resume the preparation of the Hilltopics in June.

F. The Manchester Traffic speed sign will be erected on Canton on a date to be determined by the Township. Milford, Sunset and Deerfield will follow.

G. Bids are solicited for a new after-hours answering vendor. The current vendor charges \$262.50 for 250 Minutes per month plus \$1.25 per minutes over and .16 per minute per day for reporting and \$14.99 per day for holidays. There have been issues with accuracy of messages. Bids were received from Metro Messages for a blanket \$269 for 200 call per month; and Answers First at \$30 per month and \$1.85 per minute.

VI. Trustee Report:

A. Besty G inquired if a Yard Sale can be held in the Spring as well as August. The Board decided at this date, it would be difficult to get the word out for a Spring Yard sale and better to wait until August to coordinate with the Manchester Bulk Pickup.

Meeting adjourned at 11:50 AM.

Nancy Eldridge
Secretary