

**Minutes of Crestwood Village Five  
Executive Board Workshop  
May 6, 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, Mary Ann Payne; Administrator Cathleen Blackwood,
- III. Minutes: Betsy G made a Motion to accept the minutes of the Executive Workshop of April 29, 2025, Ed K seconded the Motion. All approved.

IV. Officer Reports:

A. President Report:

- 1. Steve B attended a meeting at Crestwood Village 4 with representatives from CV7, to discuss transportation services and the possibility of consolidating contracts. The CV representatives will meet again on 12 May at 10:30.
- 2. The Quarterly Open Meeting will be May 12<sup>th</sup> at 2:00 PM. The Agenda will include, a Treasury report; the Road Project, the Manchester requirements regarding mulch and permits; Firewise and Common Areas, the new Grass Contract; Bus service; and Set up crew and Men's bocce.

B. Treasurer Report: The Budget meeting will be tomorrow, May 7<sup>th</sup> at 2:00 PM.

V. Trustees Reports:

- A. Steve C and Cathleen are updating the Project Tracker and will be discussed at the next meeting.
- B. Steve C has been working with Jamie Spadevecchio, CV5 attorney, to finalize the resolution for the Bylaws update.
- C. Nancy E reported on the success of the Community Cleanup. Nancy E made a motion to donate \$200 to the Manchester Gril Scout Troops who assisted in the cleanup. Mary Ann Payne seconded the motion, all approved. The 2025 Firewise grant applications will be sent out on June 2<sup>nd</sup>.
- D. Steve B reported that a resident forwarded information on a company that has a non-toxic way to repel deer from vegetation. Betsy G will contact the company for more information.
- E. Steve B advised that the CV5 Facebook page cannot post information from Commercial businesses. They would be referred t the Hilltopics Publisher for possible ads.

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CLOSED SESSION:

VI. Executive Session:

A. Administrator Report:

1. The new doors will have 2 sets of keys for each door. The doors must be opened electronically.
2. There have been issues with the day custodian. He was told not to touch the new doors while the key issue was resolved. He unlocked the doors with an allen wrench and the door would not relock. He has been calling out sick and has been requested to provide doctor notes. Food from the food pantry was found in his custodian cabinet. He did not attend a mandatory employee meeting on Monday. He has requested to change his hours. He will be offered to work Thursday, Friday and Saturday. Recruitment for a replacement is an option. The night custodian works from 2 – 8 PM, 5 days a week and the monthly dance. The day custodian will work 8AM -2 PM, 3 days a week, Thursday, Friday and Saturday.
3. Three units are being fined for renting prior to a year.
  - 21A Drake, Tupikin, \$2,160 (owns 6 units){
  - 11C Penwood, Vinerguerra, \$3,180 (owns 15 units)
  - 13B Maplewood, Slinger, \$3350 (owns 2 units)
4. The new insurance broker will arrive at 11:00 today to speak with Cathleen B and Steve B to discuss his review of the current insurance policy.
5. Steve B discussed the road project. Three bids were solicited. One would not provide a bid. Eosso estimated \$4M, Swift estimated \$2.5M. A vote will be held at the Quarterly meeting. If Swift is approved, the Reserve Study estimate for the road project will be much higher than the actual contract.
6. Steve B explained that the Reserve Study fund interest will be included and is higher than anticipated. Steve B suggested using the excess Reserve contributions to clean up the Common Areas. Cathleen will solicit estimates from Viking, Bamboo, Inc, Stanley and KC Landscaping.
7. Resident, Mary Rushton, reported a trailer parked in a cul de sac during the day. Betsy G inspected and found they were offloading something and it was removed.
8. Communication: Jessica Sloan is handling the CV5 Website and the TV. Cathleen B and Steve B will handle the electronic sign and Steve B will handle the Hilltopics.
9. Resident, Burlew died last week. He currently has squatters in his unit. The Police were on site on Sunday May 4<sup>th</sup>. The wife (divorced), son and brother all called the office. The son offered to bring the account current and then intends to sell. The son will have the truck and car towed.

Meeting adjourned at 11:15 AM.

Nancy Eldridge  
Secretary