

Minutes of Crestwood Village Five

Board of Trustees Meeting

3/10/2026

Open Session:

Trustees in attendance: Steve Berwanger (via phone), Steve Carroll, Ed Kirkwood, Maryann Payne, Ken Freeman, Eileen Ringen

Absent: Betsy Gordon

Administrator: Cathleen Blackwood

Guests present: Gerry Gontarz

The meeting was called to order at 10:00 AM with the Pledge of Allegiance followed by a moment of silence.

Maryann Payne made a motion to accept the minutes from 3/3/2026; Ed Kirkwood seconded the motion and all approved.

Steve Carroll distributed a revised copy of the Garden Fencing Proposal letter, reviewed the edits that were made and requested that a vote be taken to approve the letter. Ed K made a motion to accept, Eileen Ringen seconded it and all other trustees present approved. Steve C shared that two of the association's investments at UBS had matured: one CD at \$60,000.00 which matured on 3/4/2026 and another CD at \$240,000.00 which matured on 3/5/2026. After a discussion with our UBS representative, 2 CDs were purchased at \$150,000.00 each at an interest rate of 3.8%: one with the State Bank of India matures on 9/8/2026 and the other with Wells Fargo matures on 12/14/2026.

Cathleen Blackwood stated that some safety inspections were recently done: Johnston Controls (Tyco) inspected the HOA's fire prevention system and we passed; De Angelo Fire Protection tested our sprinkler system and we passed. Today, 3/10/26 at 2:00, Fyr-Fyter will be checking that all fire extinguishers are in good working order. Cathleen B added that she was getting estimates to have the air ducts in the clubhouse cleaned as they have not been serviced in over thirteen years. Advanced Air Duct Cleaning has provided an estimated price of \$5,288.00 for cleaning a total of nine ducts and we are awaiting an additional estimate from another cleaning service. Cathleen B discussed the possibility of upgrading the TOPS property operations management system in the near future (with the understanding that we could use our existing server for about another year) She added that she was also waiting to hear from tentative future speakers: Matt Addeo, the legislative aide to Senator Amato is interested in speaking in

April; Paul Wnek of the Ocean County Department of Consumer affairs is interested in a speaking engagement; Eric Thaler of the Ocean County Connection; Melissa DePalma, Manchester's Director of Senior Services.

Gerry Gontarz shared that he attended the meeting to get approval on installing a new heating system. He stated that he had secured a preliminary approval but had not yet received a final OK to move forward. Cathleen B explained that the township required a preliminary approval from the HOA in order to issue permits. She added that the board had approved his request and that an approval letter had been sent to him. (Cathleen B also provided Gerry with a copy of the letter before he left) Gerry G shared his concerns regarding the safety of the tap water from his kitchen faucet and was advised by several board members to address that issue with the Manchester Township Water Utility. Gerry G asked about several other issues and was advised to submit them all in writing so that they could be addressed at once and through the proper channels. Gerry G departed the meeting at 10:40. Steve B stated that Gerry G should make an appointment to speak to the board in the future. Cathleen B noted that she will send Gerry G a letter reminding him to put all his requests in writing and/or schedule an appointment to meet with the board.

The meeting concluded at 12:10

Eileen Ringen

Secretary

