

Clifton Park Trustees
Annual Retreat Meeting
December 18, 2025, 3 pm at The Clifton Club

Present: Trustees Coleman, Fraser, McCaffrey, Meany, Seibert, and Secretary/Treasurer Graves

Minutes: Minutes from the most recent formal Trustee meeting held October 31, 2025, were reviewed, and approved with edits. They will be posted on the website.

Financial Review: The YTD income statement and balance sheet for the period ending December 18, 2025, were reviewed. Annual results were as expected, and no major issues were identified.

Maintenance and Projects: CPT discussed the major and minor maintenance plans for 2026. The paddle court will be inspected soon to make sure it is not in need of any minor repairs. Major maintenance plans for 2026 will consist of the Boardwalk electrical upgrade and analysis of Boardwalk and repair or replacement. CPT will allocate funds to assist in the upgrade of the playground, but at this time, plans for this project are still in the decision stage by a group of beneficiaries. The maintenance supervisor will monitor the riverfront bulkhead surface. The paving and grading of Beach Rd will commence once the boardwalk and electrical project is complete.

Sending a survey to the beach community with lighting choices for the boardwalk was discussed.

Picnic Table Reservation System: The reservation system will be upgraded with the tennis/pickle and paddle court maps and reservation guidelines based on recommendations from the paddle committee.

Lagoon proposal for gate: Trustee Meany will draft a letter for CPT review outlining that CPT is not in a position to fund this project.

17884 Beach Rd: Trustee Seibert is in the process of drafting a letter pertaining to the desire of the property owners of 17884 Beach Rd to alter the rights, responsibilities and privileges of said property to align it with other Clifton Park properties in return for the regular assessment at the same rate charged against other residents. This will be reviewed via email.

Administration:

The following administrative matters were discussed and decided:

No changes will be made to the Beach rules for the 2026 season.

Beach house rental charges will remain unchanged for 2026. A new procedure for sending the beach member a rental agreement via email was discussed. This will also include the verbiage pertaining to the policy restricting the sale of alcohol at beach house functions.

A maintenance custodian transition will commence on January 1, 2026. The current custodian will not be asked back for employment for the upcoming beach season. Replacing him will be former guard Matthew Pietch.

Trustee Fraser will contact the head guard and discuss the need to add to the guard staff for 2026.

The revised racquet court rules drafted by the racquet committee will be sent to CPT for final approval and will then be posted on the website.

The Friends of the Beach account being held at First Federal Lakewood will remain until final approval for distribution towards the lighting project is received by former FOB members.

Trustee Seibert was thanked for his 3 years as president and Trustee McCaffrey will replace him as of Jan 1, 2026 for a 2-year term.

Key Beach Dates for 2026 were discussed. Final dates will be presented in the annual letter to Beneficiaries; the proposed dates of major events are:

Beach clean-up – May 9

Beach clean-up rain date – May 16

Town hall meeting – May 14, 7:00 pm

Annual beach sleep over – August 29

2026 Budget:

Meany will send out a draft of the 2026 budget for review, based on the major project plans discussed at the retreat and general expense estimates. The final decision about any potential assessment change will be made at the conclusion of the budget estimates and analysis.

Next meeting: CPT proposes to meet the last Friday of each month with the first 2026 meeting on Friday, April 24 at 7 am. Location to be determined.

The meeting was adjourned at approximately 6:20 pm.