

**Golf Commission Meeting
December 17, 2012
Minutes**

Members Present: Ron Dray, Chairman; Owen Evans, Vice-Chairman; Teri Deal (arrived 7:35 PM); Dick DeLibro; Joe DeLuca; Tony Guzzi; Joyce Michaels; Jonathan Turk

Also Attending: Robert Brown, Director of Golf; Hidalgo Nagashima, Director of Golf Course Property; Jon Janik, Head Golf Professional; John Ponzio, Town Treasurer

Members Absent: Tony Johnson

Ron Dray, Chairman, called the meeting to order at 7:00 PM.

The Commission began the meeting with a moment of silence in honor of the victims of the Sandy Hook Elementary School shooting.

Review and Approval of Prior Minutes:

Review and approval of the Minutes of November 26, 2012 . . . A Motion was made by Mr. DeLuca seconded by Mrs. Michaels to approve the minutes as is. Motion carried unanimously.

Election of Officers:

Mr. Evans moved to nominate Ron Dray as Chairman, seconded by Mrs. Michaels. There being no further nominations, the clerk cast one unanimous ballot for Ron Dray.

Mr. Dray moved to nominate Owen Evans as Vice-Chairman, seconded by Mr. DeLibro. There being no further nominations, the clerk cast one unanimous ballot for Owen Evans.

Audience Participation:

- Mr. Al DeWalt of the Senior Men's Club thanked everyone at the course for their help in making the 2013 golf season such a success. The senior men's club has approximately 200 golfers - of those, 40 are new to the club this year. They estimate that the club played 1,500 rounds this season.

Director of Golf Course Properties Report (Hidalgo Nagashima):

Labor:

- Director of Golf Course Properties (Nagashima)
- Mechanic (Plaveck)
- Full-time Greensmen (Cook, Cook, Gallant, Romano)
- Two part-time seasonal (Markaj, Mitchell) who will leave at the end of the week.

Maintenance Department:

- The greens, tees and fairways have been sprayed for snow mold.
- All leaves are cleaned up.
- All bathrooms are winterized.
- Ponds #1 and #2 have been drained.
- The Green Committee met to generate a winter project list.
- A review was made by the Trumbull Tree Warden of the tree on #18. He determined that the level of decay in the ash tree is greater than 33% - the maximum percent to indicate a potential hazard. The warden recommended that the tree be taken down. The Commission agreed.
- Mr. Nagashima has asked for and received a grant from the ASGCA Foundation to cover a visit from a member of the American Society of Golf Course Architects. The day long visit will result in a report describing recommended layout enhancements or other changes to Tashua Knolls Golf Course.
- The RFQ for the bunker project has still not yet been issued.
- Lycott Environmental will be submitting their proposal for pond weed and algae control for the 2013 season.
- Mr. Dray commented on the clean and orderly condition of the Maintenance Barn area now that it has been refurbished.

Green Committee (Owen Evans):

- Mr. Evans presented the Commission with an updated maintenance projects list. Mr. Evans also informed the Commission that apparently a vehicle hit a corner of the building when it pulled up behind the clubhouse pathway. The brand new downspout, gutter, connector and a portion of the roof was damaged. It was suggested that blockers be installed at both entrances to the back of the building to prevent vehicles from obtaining access. The blockers should be able to be removed should the need arise.

A motion was made by Mr. Dray, seconded by Mr. Evans to install removable blockers at both entrances on the paths at the entrance to the clubhouse. Motion carried unanimously.

Director of Golf Operations/Head Professional Report (Bobby Brown):

Golf Operations:

- Both rounds and revenue were down in November due to both Superstorm Sandy and the snowstorm that followed shortly thereafter.
- The last day of play for the 2012 season was December 15th although the pro shop stayed open until the 16th.

- Mr. Brown has been working on the Miklus Center and anticipates having a simulator up and running by the second week in January. He will be offering 30, 60 and 90 minute blocks of time for up to four players.
- Mr. Brown has also met with the Kennedy Center and the Sheehan Center to discuss lessons for special needs children beginning next season. He has applied to the PGA for a \$4,000 grant to help offset the cost of such programs.

House Committee (Ron Dray):

- Mr. Dray announced that Mr. DeLibro would be taking over as Chairman of the House Committee.
- It has been determined that outside delivery personnel have a key to access a gate at the foot of Tashua Knolls Lane. The lock will be replaced immediately with a “Do Not Duplicate” key.
- The heating coil in the boiler has been replaced.
- Mr. Faustini has asked the Commission to pay for two invoices for HVAC work dating back 18-months. Mr. Faustini has been advised that as addressed in the previously passed motions going forward no invoices will be paid for by Tashua Knolls Golf Commission unless it has previously approved the work.

Finance (Jonathan Turk):

Monthly revenue (From POS System)

Total Income (including carts)			
	<u>November 2011</u>	<u>November 2012</u>	<u>Change</u>
	\$80,886	\$41,051	-49.2%

Knolls (including carts)			
	<u>November 2011</u>	<u>November 2012</u>	<u>Change</u>
	\$64,403	\$32,242	-49.9%

Glen (including carts)			
	<u>November 2011</u>	<u>November 2012</u>	<u>Change</u>
	\$16,451	\$8,031	-51.2%

Round Analysis

Knolls			
	<u>November 2011</u>	<u>November 2012</u>	<u>Change</u>
	2,058	1,194	-42.0%

Glen			
	<u>November 2011</u>	<u>November 2012</u>	<u>Change</u>
	897	449	-49.9%

Golf Cart Usage

	<u>November 2011</u>	<u>November 2012</u>	<u>Change</u>
	1,975	998	-49.5%

Items of Note:

- The number of rounds is down due to the poor weather conditions in November compared with November 2011. Overall we are down slightly from last year's record revenue numbers. Sticking to our budget line items from this point forward is paramount.
- The Commission gave its consensus to approve spending \$10,000 on architect's fees to create specifications on reconstruction of bunkers on the Knolls course.
- The Commission also gave consensus to spend \$1,200 in refurbishing the stone wall between the 1st and 10th tees. However, a letter will be generated asking the Kaulbach Trust to consider supporting this project.

Budget

- Mr. Turk presented a budget for fiscal year 2013/2014. The proposed budget represents a 1.12% increase from the previous year. The majority of the increases were contained to the contractual category and to the technology line item.

A motion was made by Mr. Turk, seconded by Mr. DeLuca to accept a budget of \$2,024,647 which represents an increase of 1.12%, with the understanding that there may be adjustments in the salary, utilities, and general fund accounts. Motion carried unanimously.

Correspondence:

- A letter was received by Kristine Miklus of the Miklus Foundation thanking Mr. Nagashima for the work done to repair the sign of the Miklus Center. The sign had been broken in half in an act of vandalism.
- A request was received from Mrs. Pat Brennan and Mrs. Carol Grzyb, Co-Presidents of the Ladies' 9 Holvers regarding their 2013 season.

A motion was made by Mr. Guzzi; seconded by Mr. Turk; to approve the Tashua Knolls Ladies 9 Holers requests as follows:

1. Block time for the 2013 season on Thursday mornings beginning in April and ending in November.
2. Invitational Tournament on Thursday, July 11, 2013 with an 8:00 AM shotgun start with carts at residential rates.
3. Member/Member Tournament on Thursday, August 22, 2013 at 7:00 AM
4. Couples Tournament on Sunday September 8, 2013 at noon.

Motion carried unanimously.

- A request was received from Mrs. Kathleen Davidson, President of the Ladies' 18 Holers regarding their 2013 season.

A motion was made by Mr. Guzzi; seconded by Mr. Turk; to approve the Tashua Knolls Ladies 18- Holers requests as follows:

1. Block time for the 2013 season on Thursday mornings beginning in April and ending in November.
2. Member/Guest Tournament on Thursday, August 1, 2013 at resident rates.
3. SCWGA tournament on June 20, 2103 at 8:00 AM at a rate to be determined when the Commission sets it 2013 Season Rates.

Motion carried unanimously.

Old Business:

A motion was made by Mr. Dray, seconded by Mr. Guzzi to move forward on the project to reconstruct all bunkers on the Championship Knolls Course. Motion carried unanimously.

A motion was made by Mr. Evans, seconded by Mrs. Deal to leave the tournament rates for the 2013 season at the 2012 season rate. Motion carried unanimously.

- Mr. Guzzi informed the Commission that a meeting was held between several Commissions and the starter and player assistant staff. The items discussed were the pace-of-play policy, the player assistant proposal, and the restricted area policy previously passed by the Golf Commission. The Commission members and the staff expressed their concerns and through spirited discussion arrived at common ground. We are all looking forward to the implementation of these policies next season with a united effort of making the golfing public more aware of improving play at Tashua Knolls Golf Course.

New Business:

A motion was made by Mr. DeLuca, seconded by Mrs. Michaels to change the date of the ladies block time from Thursday, July 4th to Tuesday, July 2nd due to the holiday that week. Motion carried unanimously.

- The 2013 Golf Commission meeting schedule was presented to the Commissioner's with the following changes requested:
 1. The May meeting is changed to the 3rd Monday of the month (May 20) due to the Memorial Day holiday.
 2. The December meeting is changed to the 3rd Monday of the month (December 16) to all for the Christmas holiday.

A motion was made by Mr. Dray; seconded by Mr. Evans; to approve the 2013 Golf Commission meeting schedule as presented. Motion carried unanimously.

A motion was made by Mr. Dray; seconded by Mr. DeLuca to make the starting time for all future Golf Commission meetings 7:00 PM. Motion carried unanimously.

Executive Session:

Mr. Evans made a motion at 8:23 PM, seconded by Mr. DeLuca, to move into Executive Session to discuss a contractual matter. Motion carried unanimously.

A motion to exit Executive session was made by Mr. Evans at 8:42 PM and seconded by Mr. DeLibro. Motion carried unanimously.

Adjournment:

A motion was made by Mr. DeLuca at 8:45 PM; seconded by Mr. Turk to adjourn the meeting. Motion carried unanimously.

Respectfully submitted,

Christine A. Plumeau
Golf Course Commission Clerk