

**Golf Commission Meeting
September 24, 2012
Minutes**

Members Present: Ron Dray, Chairman; Owen Evans, Vice-Chairman; Teri Deal; Dick DeLibro; Joe DeLuca; Tony Guzzi; Tony Johnson; 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: None

Ron Dray, Chairman, called the meeting to order at 7:30 PM.

Review and Approval of Prior Minutes:

Review and approval of the Minutes of August 27, 2012 . . . A Motion was made by Mr. Evans seconded by Mr. Guzzi to approve the minutes as is. Motion carried unanimously.
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Audience Participation:

- Mrs. Barbara Lanza-Copploa and Mr. Fred Kinzler, representing the Trumbull High School Golden Eagle Marching Band, appeared before the Commission to thank them for implementing a recycling program to benefit the band. In particular they thanked Mrs. Christine Plumeau for her efforts in getting the program off the ground.
- Mr. Al DeWalt, representing the Sr. Men’s Club, thanked Mr. Brown, Mr. Janik, and Mr. Nagashima for their help with the Sr. Men’s Interclub event held on September 19th. There were over 100 participants in attendance from Tashua, Richter Park, and Smith Richardson. Many positive comments were received from the players.

Director of Golf Course Properties Report (Hidalgo Nagashima):

Labor:

- Director of Golf Course Properties (Nagashima)
- Mechanic (Plaveck)
- Full-time Greensmen (Cook, Cook, Gallant, Romano)
- Eleven part-time seasonal (Messina, DeFrancisco, Quinn, Hoepfner, Markaj, Goodwin, Oleyar, Balkun, Edvardson, Valuzzo, Rivera)
- Four summer seasonal (Bowden, Tyborowski, Bird, Kish)

Maintenance Department Outline:

- Both courses are holding up well. The collars around the greens are showing some recovery. They have been aerated and seeded again. All tees on the Knolls have been aerated and seeded.

- Several areas are being prepped for sod including spots on #14 and #2 on the Knolls and #2 and #6 on the Glen. The #6 Glen will be sodded with low mow bluegrass which will be better suited for Glen conditions. Also the back of #6 Glen will be cleared to allow better airflow and sunlight in the area. All fairways will be aerated in early October.
- A new sample 150' marker has been installed on the fairway on #1 Knolls. All Commissioners are to provide feedback as to the aesthetic of the new markers.
- Mr. Nagashima passed out a sample bunker proposal from architect Robert McNeil. The document is for use as a planning tool for the bunker project. It is estimated that the cost for a bunker architect is at least \$10,000.
- There has been a tremendous amount of grub activity on both courses. The tees and secondary areas are generally not treated for grubs due to the fact that the chemicals are very expensive and there has not been a problem in these areas. In the past, grub activity has been spot treated. However due to the mild winter the grubs did not die off and are a larger problem. All primary rough areas, most green banks, the tees have been treated for grub activity. Next year all secondary areas will be treated.
- Mr. Nagashima was asked to try out a product called Geese Be Gone which is a yellow strobe light for the ponds. It will be tested in one pond to see if it is effective.
- Mr. Nagashima was asked about the amount of sunlight getting on the tee box on #3. The area will be trimmed back over the winter. He was also asked about installing white pine trees in the same area to block the view of traffic on Tashua Lane. The same issue would exist in that the trees would block too much sun in the area.

Green Committee (Owen Evans):

- Mr. Evans distributed a new Green Committee list and asked that all Commissioners review the list and come to the next meeting with any suggestions.
- Mrs. Michaels asked about the drainage conditions on the corner of #18. Mr. Nagashima responded that the area retains water because the drain is not installed in the lowest spot. He will investigate the area over the winter.

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

Golf Operations:

- August and September to date rounds and revenue are up due to the beautiful weather.
- Racking for tee times will end on Thursday, September 27th.
- All weekend morning tee times will be available seven days in advance over the phone, internet, or walk-in.
- Through September 30th the course will open at 7:00 AM daily except for Monday when it opens at 9:00 AM. Beginning Tuesday, October 2nd the course will open at 7:30 AM (except Monday) Beginning on Saturday, October 20th, the course will open at 8:00 AM (except Monday).
- Weekend shotguns are planned to start the first Saturday in November at 8:30 AM, weather permitting.
- Mr. Brown asked how the Commission felt regarding a potential marketing opportunity from Capture Golf marketing which sells advertising space on our golf carts. The potential income for the course would be \$8,000 annually. Mr. Brown was requested to have Capture Golf present a proposal at a future Commission meeting.

- Mr. Brown asked to implement a fall special similar to last year's special in pricing and timing. He asked for a little more time to check existing rates to determine if there were any conflicts but stated that the special would be very similar to last year.

Mr. Evans made a motion, seconded by Mr. Johnson, to allow Mr. Brown to use his discretion to establish a rate and start date for Tashua Knolls Golf Course fall specials similar to last year's specials with Commission approval. Motion carried unanimously.

Tournaments:

- September 10 – Newtown Rotary (96 players)
- September 15 – LPGA Adult/Junior on Glen (108 players)
- September 17 – Marissa's cancelled – deposit retained
- September 19 – Sr. Men's Interclub (104 players) and Women's Orchards Group Glen (58 players)
- September 24 – Knights of Columbus (101 players)

Pro Shop:

- 2012 Merchandise clearance sales have begun.
- All 2012 golf shop credits must be redeemed by December 15, 2012
- All outstanding 2012 rain checks must be used by the end of the 2012 season.

House Committee (Tony Johnson & Ron Dray):

- Mr. Johnson had a roofer in to inspect the roof of the cart barn because of water issues. Two probable problems were identified. The first was several holes in the roof in two areas that were probably the result of some type of brackets used on the roof. All the holes were caulked. The second potential problem involves the louvers in the cupola that could let water in during severe wind blown storms. It was decided that as the louvers were purely decorative and not functional, they would be blocked off so water could not penetrate the barn.
- Mr. Johnson also had a mason in to inspect the stone work near the 1st and 10th tees. The corners of the square area have been badly damaged over the years. The mason reported that even if the stone was fixed, the damage would happen again. Also the majority of the plantings in the area are overgrown and some trees are dead. It was decided that the best alternative would be to rework the area to lower the height, round off the shape, install new Belgium block, and replant the area. Mr. Johnson and Mr. Nagashima will work together to determine feasibility and a general drawing of the proposed area.
- Mr. Dray reported that there has been a problem with excessive septic odor over the past month. Mr. Dray met with Mr. Faustini to discuss the problem. The routine pumping of the septic system is Mr. Faustini's responsibility per his contract. Mr. Dray also discussed the recommended frequency of pumping with Mondo Septic Service. Mr. Dray and Mr. Faustini came to the agreement that the clubhouse septic would be pumped three times a year with the cost to be borne by Gralor, Inc. A letter was issued to Mondo Septic Service advising them of the agreement.

Finance (Jonathan Turk):

Monthly revenue (From POS System)

Total Income (including carts)		
<u>August 2011</u>	<u>August 2012</u>	<u>Change</u>
\$280,997	\$318,197	+13.24%
Knolls (including carts)		
<u>August 2011</u>	<u>August 2012</u>	<u>Change</u>
\$219,664	\$244,355	+11.24%
Glen (including carts)		
<u>August 2011</u>	<u>August 2012</u>	<u>Change</u>
\$57,337	\$73,368	+27.96%

Round Analysis

Knolls		
<u>August 2011</u>	<u>August 2012</u>	<u>Change</u>
6,263	6,707	+7.09%
Glen		
<u>August 2011</u>	<u>August 2012</u>	<u>Change</u>
2,987	3,572	+19.58%

Items of Note:

- No items to report.

Budget

- The budget process should begin immediately. The Commission should consider any large projects that should be included in the 2013/2014 budget.
- Mr. Dray mentioned that we should strongly consider remodeling efforts to the Club House and what we would like to accomplish. Mr. Ponzio suggested that we include the Club House in the Town's 5-year capital plan.
- Mr. Ponzio reported that for budgetary purposes we should use the same number as this year for the General Fund Reimbursable Account.

Correspondence:

- None

Old Business:

- Mr. Dray informed the Commission that they had to vote on the funding for the fencing project around the 1st and 10th tees.

A motion was made by Mr. Johnson; seconded by Mr. DeLuca to approve the replacement of the split rail fencing around the 1st and 10th tee with a ½ height split rail fence at a cost of \$500 with an additional \$200 for plantings and mulch. Motion carried unanimously.

- Mr. Ponzio reported that First Selectman's Cup rose between \$30,000 and \$35,000 for four Trumbull education related organizations. The Committee will have a meeting to discuss disbursement of the funds along with an amount retained to seed next year's tournament.
- Mrs. Deal and Mr. Ron Pavlucik have reached a tentative agreement for the placement of the bench as a legacy to his father to be placed along the putting green by the Miklus Center. Final costs and engraving will be determined. The Commission agreed.
- The Commission voted on the addition of a tee on 18th Knolls.

A motion was made by Mr. Dray; seconded by Mr. Johnson to add a tee behind the present black tees of 25' on #18 Knolls. Motion carried unanimously.

- Mr. DeLuca asked the Commission to vote on appropriating \$3,200 for the improved directional signs around the course. The Commission discussed the issue, but once again decided to table the appropriation until Mr. Nagashima gets a firmer quote for a bunker architect and Mr. Turk reviews the budget to determine what account the funds can come from.
- Mr. Guzzi reviewed the progress of the pace of play policy previously implemented by the Commission. Mr. Guzzi reported that he reviewed the implementation in late June and early July and again in September. He has documented many weaknesses in duties of our player assistants - mainly in the area of the use of the colored flags. Mrs. Michaels reported that she has experienced several customers not treating the player assistants very nicely when they are asked to pick up their pace. Mr. Guzzi responded that it is still the player assistant's responsibility to implement a policy voted on by the Commission.

New Business:

- Mrs. Michaels asked whether the second raised island in the main parking lot can be spruced up with some plantings. Mr. Nagashima will look into the area. Mr. Brown also reported that the lights in the islands are now working. UI will be contacted.
- Mr. Dray, Mrs. Deal, Mr. DeLibro met recently with Mr. Faustini regarding a number of issues. First Mr. Faustini was advised that a snack shack will be built in order to alleviate the problem of 10 – 12 minutes playing time being lost when a customer comes in to order food. Mr. Faustini was advised that it is his responsibility under his contract to run the operations at the shack. The second issue was the lack of air in the ladies rooms. Even though Mr. Faustini installed a portable A/C unit in the room, the unit is constantly being turned off. The Commission will take whatever steps are necessary to bring a proper air flow into the area. Third Mr. Faustini asked that we look into the problem of any A/C or heat thermostats no longer working and we have agreed to investigate. Fourth, due to strict fire regulations, no chairs or other materials can be stored in the hallways. Fifth, all cigarette butts and other residue must be cleaned by Mr. Faustini in all the vestibule and outside door areas. Sixth, all lights must be left on and doors closed downstairs when the

building is occupied due to fire regulations. Seventh, all bills due the Town must be paid on-time. Eight, Mr. Faustini must retain a suitable number of employees in the Grill Room at all times to service the golfers at the turn in order to alleviate a 10 – 12 minute delay when customers order food at the turn.

A motion was made by Mr. Evans; seconded by Mrs. Deal to require Mr. Faustini to pay his rent and utilities within 30 days of issue. Motion carried unanimously.

Adjournment:

A motion was made by Mr. DeLuca at 9:25 PM; seconded by Mr. Turk to adjourn the meeting. Motion carried unanimously.

Respectfully submitted,

Christine A. Plumeau
Golf Course Commission Clerk