

**Golf Commission Meeting
September 23, 2013
Minutes**

Members Present: Ron Dray, Chairman; Owen Evans, Vice-Chairman; Teri Deal; Dick DeLibro; Joe DeLuca; Tony Guzzi (arrived 7:25 PM); Joyce Michaels; Jonathan Turk; Diane Wheeler

Also Attending: Bobby Brown, Director of Golf; Hidalgo Nagashima, Director of Golf Course Property; Domenick Faustini, Concessionaire; Chris Gallant, Assistant Superintendent

Members Absent: none

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

Review and Approval of Prior Minutes:

Review and approval of the Minutes of August 22, 2013 . . . A Motion was made by Mr. Evans seconded by Mr. DeLuca to approve the minutes as is. Motion carried unanimously.

Audience Participation:

- Although there were no audience comments, Mr. Dray thanked Mr. Al DeWalt of the Senior Men's Club for his continued commitment in attending the Golf Commission meetings. Mr. Dray stated that he is virtually the only member of any club who regularly attends the meetings and provides valuable feedback and questions.

Director of Golf Course Properties Report (Hidalgo Nagashima):

Labor:

- Director of Golf Course Properties (Nagashima)
- Assistant Superintendent (Gallant)
- Mechanic (Plaveck)
- Full-time Greensmen (Cook, Romano)
- Part-time Seasonal (Balkun, Quinn, Goodwin, Hoepfner, Oleyar, Markaj, Kelley)
- Summer seasonal (Messina, Fowler, Martins, Spangenburg, Derwallis, Riley)

Maintenance Department:

- Both courses are in good shape. Fall renovations will begin shortly and will include fertilization, aerification and spot seeding bare spots. Work will begin on the Glen and then move to the Knolls. A few tees on the Glen will be sodded with low mow bluegrass as well as sodding a few spots on the Knolls.
- All greens are scheduled to be vertidraind (deep tine aeration) at the end of November.

- The 17th green is recovering nicely. During frosty mornings, the maintenance department will continue to clear out vegetation in the surrounding area.
- Mr. Nagashima will be working with the Green Committee to develop a winter project list.
- Grub control, while better than last year, requires additional spot treating. Currently the tees are not sprayed with grub control but will be next season.
- The bunker project is proceeding. The Purchase Order has been cut and a contract has been sent to the Contractor for signature. Mr. Nagashima will be setting up a preliminary meeting with the Architect and Contractor. Starting date for the project is October 1st.
- Mr. Turk asked about the frequency of pond treatment. Mr. Nagashima responded that the ponds, under contract, are treated as many times as necessary to control vegetation and algae.
- The parking lot has been cleaned up to act as a staging area for the bunker contractor.

Green Committee (Owen Evans):

- Mr. Evans reported that the Green Committee recently met, but has not yet had a chance to go over the list with the Maintenance Department. A new report will be issued once the meeting takes place.
- Mr. Dray asked about the condition of the tee boxes on the Glen. Mr. Gallant responded that the tees have been aerated, top dressed and seeded. Over the winter they will be sodded with low mow bluegrass to improve playability.

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

Golf Operations:

- Racking for tee times will end on Thursday, September 26th.
- All weekend morning tee times will be available seven days in advance via call-in, internet or walk-in.
- Weekend shotguns are planned to start the first Saturday of November at 8:30 AM, weather permitting.
- During October starting times will be 7:30 AM on weekends and 8:00 AM on weekdays.

Outings:

- Newtown Rotary – 94 players
- Sr. Men’s Interclub – 119 players
- LPGA Adult/Junior (Glen) – 104 players
- Orchards Women’s Group (Glen) – 60 players
- Knights of Columbus – 82 players
- Riverhawks Youth Hockey – 40 players expected

Pro shop:

- All 2013 golf shop credit must be redeemed by December 15th, 2013.
- Any outstanding rain checks must be used by the end of the 2013 golf season.

Fall Specials:

- Mr. Brown proposed expanding the current weekend Twilight specials to include weekdays. Commission consensus was given.
- Mr. Brown proposed that fall specials identical to past seasons begin October 21st. Commission consensus was given.
- The possibility of a special rate due to the bunker renovation project was discussed. It was agreed that Mr. Dray, Mr. Brown, and Mr. Nagashima will act as soon as it is determined what type, if any, impact the project would have on course playability.

House Committee (Ron Dray):

- Mr. Dray gave a summary of an on-going problem with the alarm panel in the clubhouse. On April 4, 2013, United Alarm inspected the entire system and found everything to be in proper working order. On June 6th, Mr. Faustini hired an outside contractor to install the electrical wiring for a smoke detector to his outside area. The work tripped the alarm. United Alarm responded to the alarm with a series of service calls from June 10th – 24th. The final contact from United indicated that the panel was bad and needed to be replaced. Mr. Faustini subsequently determined that it was not necessary to install a smoke detector in the outside area and dropped the issue of a new panel. On September 10th during a routine inspection, Fairfield Sprinkler determined that the alarm panel was not responding to any service call. United Alarm has been working since September 13th to install a new panel. The service necessitated the hiring of fire personnel to patrol the building while it was occupied during periods when the panel was down.
- The outside doors to the clubhouse by the pro shop will be replaced shortly.
- The new oil pump to one of the boilers is scheduled to be replaced on Friday.
- Mr. Nagashima repaired the hot water heater.
- The Green Committee will be putting together a list of clubhouse repairs to be completed over the winter.

Concessionaire (Domenick Faustini):

- Mr. Faustini reported that the Health Department has requested that he install a sink outside near the area where he sets up the barbeque. He requires Commission approval before a permit can be issued. He is requesting permission to install a sink underneath the menu to his outside order area. Several Commissioners had concerns about the aesthetics of a sink in the area and were also concerned with it sticking out in an already busy customer area. Others were very concerned that the sink could be vandalized or used to put out cigarettes or used for garbage and would, therefore, present an unsightly mess.

Mr. Evans made a motion, seconded by Mr. Guzzi for approval of Mr. Faustini's request to install a sink outside the kitchen under the current take-out menu. Motion failed unanimously.

- Mr. Dray asked Mr. Faustini about a cleanliness issue in the downstairs men's locker room. Mr. Faustini responded that an agreement between himself and Mr. Brown shifted the responsibility of the area to Mr. Brown. Mr. Dray asked Mrs. Plumeau if this was

done with Commission approval. Mrs. Plumeau responded that she would look into the matter. (Mrs. Plumeau subsequently verified that the transferred of responsibilities for the men's locker room was not approved by the Commission.)

Finance (Jonathan Turk):

Monthly revenue – August (From POS System)

Revenue:

Total Income (including carts)		
August 2012	August 2013	Change
\$318,197	\$322,752	+1.4%

Knolls (including carts)		
August 2012	August 2013	Change
\$244,355	\$251,874	+3.1%

Glen (including carts)		
August 2012	August 2013	Change
\$73,368	\$73,295	-0.1%

Round Analysis:

Knolls		
August 2012	August 2013	Change
6,707	6,669	-0.6%

Glen		
August 2012	August 2013	Change
3,572	3,335	-0.7%

Items of Note:

- No items to report.

Budget:

- The budget process usually starts in November. The Golf Commission should consider any large projects or purchases needed in the future to be included in the next (2014-2015) fiscal budget.

Correspondence:

- None

Old Business:

- Mr. Dray presented the Commission with a new description of the Starter/Player Assistant Duties (copy attached) and stated that Mr. Guzzi and Mr. Brown held a series of meetings to agree on the responsibilities. Also, Mr. Brown will now take over the task of making sure that the personnel adhere to these responsibilities and take action should they not be followed. Mr. Guzzi will now be relinquishing responsibility for pace-of-play

over to Mr. Brown. Both the Assistant Duties sheet and the Commission approved Pace-Of-Play policy must be signed off by a starter or player assistant prior to being hired or re-hired at Tashua Knolls Golf Course. Mr. Dray thanked both Mr. Brown and Mr. Guzzi for their diligence in working together to make the project happen.

- Mr. Faustini was presented with a Modification to his contract approximately 1-1/2 weeks ago. Nothing further to report.
- Mr. Dray congratulated Mr. DeLuca on the new signs installed throughout the complex.
- Mr. Dray asked the Commission to consider giving more authority to the professional staff to handle issues concerning slow play. For example, at a recent Men's Club tournament, two groups were a full 2-1/2 holes behind which resulted in a very frustrating day for many other players.

Mr. Dray made a motion, seconded by Mr. DeLuca to approve allowing the Director of Golf and Head Professional the right, during normal golf operations, to evict or move any group at any time with their discretion from the Tashua Knolls Golf Course facility. Motion passed unanimously.

- Mr. Brown described an incident over the weekend where two players proved very disrespectful to golf course personnel, equipment, and the course itself. The players were witnessed throwing a club and hitting a golf cart, driving a cart on the course under "cart path only" rules, flipping a cart on the course, and being very disrespectful to the starter and player assistant. Mr. Brown asked for permission to ban the two individuals for life from the course. Mr. Dray also requested that Mr. Brown, or any other employee in a supervisory position, inform him of any such incident as soon as possible after it occurs.

Mr. Dray made a motion, seconded by Mr. DeLuca to approve allowing the Director of Golf to ban two individuals, pending further investigation, for life from Tashua Knolls Golf Course facility due to disrespectful behavior to both personnel and equipment at the course. Motion passed 8 – 0 (Abstain: Deal)

Mr. Dray made a motion, seconded by Mr. DeLuca to approve allowing the Director of Golf the authority to remove anyone from the course at any time at his discretion from the Tashua Knolls Golf Course facility. Motion passed unanimously

New Business:

- Mrs. Plumeau asked the Commission to set rates for 2014 tournaments during the November meeting as several requests were already being received for tournaments next year.

Executive Session:

Mr. Dray made a motion at 8:30 PM, seconded by Mr. Evans, to move into Executive Session to discuss a contractual matter. Motion carried unanimously.

A motion to exit Executive session was made by Mrs. Wheeler at 9:02 PM and seconded by Mrs. Michaels. Motion carried unanimously.

Adjournment:

A motion was made by Mr. Evans at 9:05 PM; seconded by Mr. Turk to adjourn the meeting. Motion carried unanimously.

Respectfully submitted,

Christine A. Plumeau
Golf Course Commission Clerk

Starter / Player Assistant Duties

1. Starters:

In addition to their normal duties required by the Director of Golf:

- A. Starters will call to the attention of each group the Pace of Play sign on a pillar of the “Porch” next to the Starter Shed. This will inform them of our desire to maintain a reasonable pace of play and prepare them in case a Player Assistant needs to speak to them.
- B. Starters will also remind each group on “Cart Paths Only” days.
- C. **Weekends:** One starter will serve as Player Assistant for approximately 2 hours between “waves”. (see Player Assistant duties below)

2. Player Assistants:

- A. Player Assistants should patrol the course all the time they are on duty unless the Director of Golf or Head Professional has requested their presence elsewhere. A golfer should see a Player Assistant at least every ½ hour.
- B. They ***must*** patrol in reverse order of holes (9-1)...(18-10)....this is the only way to discover the group that is out of position.
- C. They will learn and implement the ***Pace of Play Flag Policy***.
- D. They could help establish good will and help slow groups to move along by acting as forecaddies or giving a ride to an occasional walker.
- E. They should enforce all course regulations, be aware of carts in restricted areas and replace ropes when necessary.
- F. They should report the cart # or names of golfers who will not comply with course regulations or who are disrespectful of the Player Assistant’s authority.

