

**Golf Commission Meeting  
December 15, 2014  
Minutes**

**Members Present:** Ron Dray, Chairman; Owen Evans, Vice-Chairman; Teri Deal; Richard DeLibro; Tony Guzzi; Joyce Michaels; Jonathan Turk; Diane Wheeler

**Also Attending:** Bobby Brown, Director of Golf; Hidalgo Nagashima, Director of Golf Course Property; Jon Janik, Head Professional

**Members Absent:** Joe DeLuca

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 November 24, 2014 . . . A Motion was made by Mr. Turk 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. Deal. 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 Mrs. Michaels. There being no further nominations, the clerk cast one unanimous ballot for Owen Evans.

**Audience Participation:**

- None

**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, Markaj)
- Part-time Seasonal (Rodriguez, Riley)

**Maintenance Department:**

- In addition to the full-time staff, only two part-time workers remain.
- All 30 greens were deep tine aerated on December 1<sup>st</sup>.
- The Green Committee presented Mr. Nagashima with a project list and a meeting will be held this week to go over the list.
- The aerators have been removed from the ponds.
- A drain was installed under the cart path on #9 Knolls to try to catch the water that undermines the integrity of the path.
- The old practice bunker has been filled in. A new bunker was built on the back side of the chipping green. The area will be sodded on Wednesday. Shrubs will be planted in the spring.
- The maintenance department will begin winter tree work next week when the course is closed. Trees will be moved behind #10 and #12 greens and some areas on Glen #2 will be thinned. A large tree fell on Glen #1 and has been removed.
- Mr. Nagashima, Mr. Dray, Mr. Jacques (Trumbull Tree Warden) and the UI held a meeting to determine a mutually acceptable plan to remove and trim trees along Tashua Road by #3 and #4 Knolls.
- Full-time employee John Markaj has passed his 90-day probation period.
- Mr. Nagashima purchased a blower for use by the staff around the clubhouse.
- Mr. Dray, Mr. Evans and Mr. DeLibro gave Mr. Nagashima his annual review. An additional review will be held on June 1, 2015 to go over some of the areas that need improvement.

**Green Committee (Owen Evans):**

- None

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

**Golf Operations:**

- November Rounds: 1,718 (Knolls 1,289; Glen 429)
- November Revenue: \$47,342.50 vs. \$52,895.70 in 2013
- A small winter storm closed the course from November 26<sup>th</sup> through December 1<sup>st</sup>.

**Golf Operations:**

- The Golf Range and Pro Shop winterization will start this week.
- The phone message and web site will be changed to reflect golf facility closure.

**Pro Shop**

- All 2014 Pro Shop credit must be redeemed by Sunday, December 21<sup>st</sup> which is the same day the pro shop will close.
- Final clearance sales for the season will continue until the end of the season.

**House Committee (Richard DeLibro & Ron Dray):**

- Mr. Dray will give a final courtesy call to Fence Me In regarding the condition of the brand new range net. A letter will also be issued to state that the Golf Commission may initiate legal action.
- The CSGA has issued its updated ratings.
- Mr. Brown followed up regarding the range picker that was stolen in May to report that it was found inside the garage of Trumbull resident Shane Losconsi. The matter has been turned over to the Trumbull police. The Commission discussed the ramifications for these actions.

Mrs. Wheeler made a motion, seconded by Mr. Guzzi, to suspend the golfing privileges of Mr. Shane Losconsi at Tashua Knolls Golf Course until such time as he appears before the Commission to explain how the range picker came to be in his possession. Motion carried 7 (Abstain: Deal)

*(Mr. Brown left the meeting at 7:30 PM)*

- Mr. Dray and Mr. DeLibro drew up building plans to expand the office to allow for more room for an improved filing system. The fire marshal will be contacted for approval before a building permit can be issued.
- Several Commissioners reviewed the downstairs space with the idea of dividing that room into an office for Mr. Brown as well as storage space.
- The rug in the pro shop will cost an initial estimate of \$4,000. Mr. Turk will be reviewing the budget to determine if it can be installed this off season.
- Mr. Faustini has been issued a letter regarding the worn and dirty condition of the rugs in the common hallway. Although the rugs have been cleaned, they remain worn and stained. We have had no response from Mr. Faustini.
- Mr. Faustini was also issued a letter asking that his employees refrain from pushing open the brand new double doors with stacks of chairs. If the practice continues, his employees will be asked to only use the kitchen doors.
- Mr. Dray would like to move the lightning detection system and purchase a new printer for the pro shop so that the office door can remain locked.
- Mr. Dray and Mr. Brown will be working on rewriting the ID Pass requirements.
- Despite being repeatedly asked, H. Hulse is not providing the golf course with copies of work performed or alerting us as to when they will be on-site for service.
- H. Hulse has reported that the heat in the grill room is still not working.
- The air scoop and oil leak in Boiler Room #2 has still not been fixed.
- A septic alarm sounded two weeks ago. The problem was identified as a bad electrical box which was moved outside of the tank to allow for better conditions. The cost to Mr. Faustini was \$2,300.
- Mr. Dray asked Mr. Nagashima to fix the gutters at the clubhouse.
- Mr. Dray reminded the Commissioners that the final land use date for the area by the first tee is February 6, 2015.

**Concessionaire (Mr. Faustini):**

None – did not attend.

**Finance (Jonathan Turk):**

**November Revenue from POS System**

<b>Total Income (including carts)</b>		
<b>2013</b>	<b>2014</b>	<b>Change</b>
\$52,896	\$47,343	-10.5%

**Knolls (including carts)**

<b>2013</b>	<b>2014</b>	<b>Change</b>
\$42,041	\$38,242	-9.0%

**Glen (including carts)**

<b>2013</b>	<b>2014</b>	<b>Change</b>
\$10,447	\$9,143	-12.5%

**November Round Analysis:**

<b>Knolls</b>		
<b>2013</b>	<b>2014</b>	<b>Change</b>
1,294	1,289	-0.4%

<b>Glen</b>		
<b>2013</b>	<b>2014</b>	<b>Change</b>
513	429	-16.4%

**Items of Note:**

- The November 2014 revenue is down from last year's November numbers. Our year-to-date fiscal revenue numbers are also lower than this time last year. However, most of this can be attributed to unfavorable weather conditions this fall.

**Budget:**

- The preliminary budget meeting took place last month. Mr. Turk thanked Mr. Nagashima, Mr. Brown, Mrs. Plumeau and Mr. Dray for the valuable input which made the process much easier. At the November Commission meeting, Mr. Turk handed out the preliminary budget and asked all Commissioners to review it and be prepared with their questions tonight.
- Mr. Turk presented a budget for fiscal year 2015/2016. The proposed budget represents a 2.68% increase from the previous year. The changes included:
  - An increase in the principal line item due to increased bonding costs.
  - Scheduled increases in the salary and reimbursable services account.
  - An increase in the contractual services account to for a new golf cart lease.
  - Increases in the electric, water, and heating accounts to better reflect the actual historical costs.
  - A decrease in the overtime account.

- A decrease in the interest account.
- Mr. Evans asked and was assured that there is some money allocated in the capital account to be able to make some repairs to the cart paths.

A motion was made by Mr. Dray, seconded by Mr. Evans to accept a budget for the golf course of \$1,949,955 which represents an increase of 2.68% for the 2014/2015 fiscal year, with the understanding that there may be adjustments in the salary and general fund accounts. Motion carried unanimously.

**Correspondence:**

- Mr. Angelo Cordone, president of the Senior Men’s Club submitted a letter requesting block time for the 2015 season.

Mr. Evans made a motion, seconded by Mr. Guzzi, to approve the Tashua Knolls Senior Men’s club request for block time every Wednesday morning from April 1 through November 11. Motion carried unanimously.

- Mr. Christopher Lenzen of the Men’s Club submitted a letter requesting Tashua Knolls host the 67<sup>th</sup> Annual Great Bridgeport District Golf Championship (Districts) next year.

Mr. Dray made a motion, seconded by Mr. Guzzi, to approve the Tashua Knolls Men’s club request to host the Districts as follows:

Friday, September 11, 2105: 100 players from 7:00 AM – 11:00 AM, greens fees waived, cart fees apply

Saturday, September 12, 2015: 32 players in the morning, 20 players in the afternoon, greens fees waived, cart fees apply

Sunday, September 13, 2015: 8 players in the morning, 6 players in the afternoon, both greens fees and cart fees waived

Tournament fee will be \$1,700 for all three days.

Motion carried unanimously.

**Old Business:**

- Mr. Nagashima presented the Commission with a list of evaluated times for jobs related to the golf course.

*(Mrs. Wheeler left the meeting at 8:30 PM)*

**New Business**

- Mr. Dray presented the Commission with a proposal for a new Employee Golf Policy to be implemented at the start of the 2015 season. Several minor changes were made to the overall policy. A discussion was held as to the length of time an employee's golf privileges are suspended for a first offence. Mr. Guzzi made a motion, which was not seconded, that the suspension be for 90 days. Mrs. Deal made a motion, which was withdrawn, that the suspension be at the discretion of the Golf Commission.

Mr. Evans made a motion, seconded by Mr. Dray, to approve the first offense of the Tashua Knolls Golf Course Employee Golf Policy be a loss of employee golf privileges for 60 days. Motion carried 7 – 1 (Oppose: Guzzi).

Mr. Dray made a motion, seconded by Mr. Guzzi, to approve the Tashua Knolls Golf Course Employee Golf Policy as attached. Motion carried unanimously.

- In response to a request from the Commission regarding overtime, Mr. Nagashima presented overtime usage from other courses. Mr. Nagashima's information brought forth will be discussed and voted on at the next meeting.
- Mr. Dray took the opportunity to thank the Golf Commissioners for their dedication and a special thank you for not asking for any special favors because they are Commissioners.

**Adjournment:**

A motion was made by Mrs. Deal at 9:16 PM; seconded by Mr. Guzzi to adjourn the meeting. Motion carried unanimously.

Respectfully submitted,

Christine A. Plumeau  
Golf Course Commission Clerk