

**Golf Commission Meeting
March 23, 2015
Minutes**

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

Also Attending: Bobby Brown, Director of Golf; Hidalgo Nagashima, Director of Golf Course Properties; John Ponzio, Town Treasurer

Members Absent: Richard DeLibro

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 February 23, 2015 . . . A Motion was made by Mrs. Michaels seconded by Mrs. Wheeler to approve the minutes as is. Motion carried unanimously.

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)

Maintenance Department:

- A meeting was held for all returning employees to go over some policy changes. All maintenance employees are on board with the changes and are cleared to begin work on March 30th. Hopefully the ground will be thawed enough to allow the crew to begin spring cleanup and repairs.
- The # 1,2,4,7,8,10,11,12,13,16,17, practice and putting greens were cleared of snow. With the exception of a small spot on #1 and a few spots on #13 the greens look fine. Mr. Nagashima inspected the areas down to the crown and saw green tissue which means we should be good.

- As soon as the ground thaws enough, the maintenance department will finish the drainage work begun in December. Areas to be finished include repairs to #6 and #8 and pipe and stone on #18.
- The maintenance department is finishing up winter equipment maintenance. Two triplex mowers that were problematic have been extensively repaired.
- A carpet cleaner was rented for the clubhouse pro shop, office, ladies locker room, and hallways. Stained and damaged ceiling tiles were replaced and the Ernie Kaulbach golf ball display was cleaned by hand. The timers and exterior lights were inspected and replaced if necessary.
- The exterior lights to the cart barn were inspected. Of the 16 lights, 5 are not working at all. The current lights at the barn are very expensive to repair, including the light bulbs themselves. Mr. Dray asked Mr. Nagashima to explore replacement with commercial LED lights.
- Mr. Nagashima sent a list to the UI of their lights that need repair.
- Mr. Dray asked that the cart barn be cleared of old bird's nests and the areas treated with spray bleach.
- Mrs. Michaels asked about the repairs to the clubhouse gutters and was assured that they had been made.

Green Committee (Owen Evans):

- Mr. Evans will discuss the cart paths under old business.

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

Golf Operations:

- The golf course remains closed due to the weather. Snow fell once again on Saturday, March 21st. This pattern will result in another rough start to the season. Last year the course opened on April 2nd.
- Mr. Brown asked the Commission to consider the purchase of two new driver's license scanners that will allow us to capture information on non-resident customers for marketing purposes. Two scanners are required at a cost of \$400 each.

Mrs. Michaels made a motion, seconded by Mrs. Wheeler, to purchase two new scanners for the pro shop at a cost of \$400 each to be allocated from the Ancillary Services account. Motion carried unanimously.

- Mr. Brown asked the Commission to reinstate the Junior Play pass for the 2015 season.

A motion was made by Mr. DeLuca; seconded by Mr. Guzzi; to approve a 2015 Junior Pass at the Tashua Knolls Golf Course as follows:

Valid for play from June 1, 2015 to end of season 2015
 \$450 for resident juniors; \$500 for non-resident juniors
 Available anytime on the Glen
 Available on the Knolls: Monday if no tournament scheduled; Tuesdays no restrictions;

Wednesdays after 12:00 noon; Thursdays after 10:00 AM; Fridays after 1:00 PM;
And Saturdays, Sundays and Holidays after 3:30 PM

Motion carried unanimously.

- Mr. Brown asked the Commission for and received consensus to reinstate the same spring specials for the 2015 season that were in effect for the 2014 season. They include:
 - o Adult/Junior on the Glen: \$35 for residents, \$40 for non-residents
 - o Glen 9-hole special: Monday – Friday (except holidays), \$18 with a cart
 - o Knolls Back 9 Early Bird Special: Monday – Wednesday \$18 with a cart, Fridays \$20 with a cart. Special is in effect up to 90 minutes past the first front 9 tee time.
- The outside staff employees also attended the new policy meeting and are cleared to begin work on March 30th.

House Committee (Ron Dray):

- Mr. Dray asked the Commission to vote on the purchase of office equipment.

Mr. Dray made a motion, seconded by Mr. DeLuca, to purchase two file cabinets and a desk chair for the office at a total cost of \$1,376.92. The funds will come from the capital account as the generator project will not be undertaken. Motion carried unanimously.

- The Miklus Center and the back of the clubhouse suffered the effects of ice dams this winter. Mr. Dray asked that the Commission consider replacing the very old roof on the Miklus Center and adding membrane to the clubhouse roof over the back patio.
- Hulse completed repairs to the boiler by replacing the target wall, a nozzle, and a combustion analyzer.
- Hulse also repaired a valve to the Eagles Nest.
- After one more false alarm to the kitchen door, United Alarm was called in and replaced the existing alarm sensor. United noted that the door had some “give” in it and if the new sensor did not solve the problem, the door itself would need repair.
- The golf course received and returned an additional check made out to the golf course rather than the restaurant.
- Mr. John Cross of Hulse reported that he had recently been asked by Mr. Faustini to quote on the reconfiguration of the HVAC systems to the restaurant facility. He declined to quote and suggested an engineering firm be brought in. A letter was received by Mr. Faustini’s attorney to say another firm would be brought in to quote.
- In addition to the clubhouse cleaning done by the maintenance department, additional spring cleaning was performed by the outside maintenance company to get ready for the season.
- Mr. Dray reported to the Commission that an outside staff “at will” employee was not asked to return this season. The former employee sent in a request for additional

information as to why he was not asked back. As an “at will” part-time employee, there is no legal reason why additional information must be provided. The Commission agreed.

Concessionaire (Mr. Faustini):

None – did not attend.

Finance (Jonathan Turk):

- No report given.

Correspondence:

- The Commission received a letter from Donna Girot of Paisley Tree Productions who would like to include Tashua Knolls Golf course in a video produced by the Trumbull Chamber of Commerce (TCC). The video would focus on local recreational facilities. There would be no cost to Tashua for the project and will be shown on Trumbull Community Television beginning in September and be used by TCC in their marketing efforts.

Mr. Dray made a motion, seconded by Mrs. Deal, to approve the production of a promotional video of Tashua Knolls Golf Course by the Trumbull Chamber of Commerce. Motion carried unanimously.

Old Business:

- Mr. Brown initiated a discussion regarding a Customer Loyalty Program. The initial suggestion was based on reaching pre-determined spending amounts. The idea is to keep the program as simple as possible to implement. Once a customer meets a pre-determined spending amount, they would be rewarded with a round of golf. After some discussion and questions, it was decided to do more investigation in to how much the program would cost the course.
- Mr. Evans asked the Commission to consider allocating \$8,000 for repair to the cart paths on #6, #7 #9 and #10 Knolls.

Mr. Evans made a motion, seconded by Mr. Dray, to authorize \$8,000 of already budgeted funds be used for cart path repair. (\$5,000 is budgeted in the maintenance account and \$3,000 is budgeted in the maintenance services account) Motion carried unanimously.

New Business

- Mr. Brown informed the Commission that we are waiting for the weather to warm up to determine if we have problems with the batteries on the golf carts.

Executive Session:

Mr. Dray made a motion at 8:40 PM, seconded by Mr. DeLuca, to move into Executive Session to discuss a contractual matter. Also invited to attend was Mr. Brown and Mr. Ponzio. Motion carried unanimously.

A motion to exit Executive session was made by Mr. DeLuca at 9:10 PM and seconded by Mrs. Wheeler. Motion carried unanimously.

Mr. Evans made a motion, seconded by Mr. DeLuca, to erect a temporary fence on the land near the first tee. Once the ground thaws sufficiently, a permanent fence will be installed. Motion carried unanimously.

Adjournment:

A motion was made by Mr. Guzzi at 9:15 PM; seconded by Mr. Turk to adjourn the meeting. Motion carried unanimously.

Respectfully submitted,

Christine A. Plumeau
Golf Course Commission Clerk