

**Golf Commission Meeting
July 25, 2016
Minutes**

Members Present: John Chiota (Chairman); Joyce Michaels (Vice-Chairwoman) Richard DeLibro; Julie Jenkins; David Molgard; Frank Squiccimarro; Jonathan Turk

Also Attending: Bobby Brown, Director of Golf; Hidalgo Nagashima, Director of Golf Course Properties; Stuart McCarthy, Director, Parks and Recreation; Scott Lund, Golf Course Superintendent; Dennis Kokenos, Town Attorney

Members Absent: Robert Oleyar; Diane Wheeler

Mr. Chiota, called the meeting to order at 7:30 PM.

Review and Approval of Prior Minutes:

Review and approval of the Minutes of June 27, 2016 . . . A Motion was made by Mr. DeLibro seconded by Mrs. Michaels to approve the minutes with a change to page 3, 3rd paragraph at the end of the motion to add the words “to be paid for by ATK.”. Motion carried unanimously.

Audience Participation:

- None

Director of Golf Course Properties & Superintendent Reports (Hidalgo Nagashima & Scott Lund):

Labor:

- Director of Golf Course Properties
- Golf Course Superintendent
- Mechanic
- Three Full-time Greensmen
- Nine Part-time Greensmen
- Eight Summer Seasonal
- The summer seasonal employees will be starting to leave next week. We will be hiring additional supplemental employees to work on fall leaf removal.

Tashua Glen:

- Overall playing conditions are good
- All greens were needle tined after July 4th
- All greens were verticut and topdressed

Tashua Knolls:

- Overall the course conditions are good. It has been an unusually dry and hot season, but the course is holding up well
- The practice putting green is 95% recovered from the Basal Rot Anthracnose
- All greens were needle tined after July 4th
- All greens were verticut and topdressed

Projects:

- The ponds have been treated for algae including a colorant which inhibits algae growth.
- The leak in the basement at the clubhouse still persists. More investigative work has been performed and town-approved vendor A&B Plumbing has run a video through the downspouts. It does appear that the drainage for the downspouts is not working properly and must be repaired. However, water does pool in the basement even when it has not rained. It seems there may be yet a third leak to the basement. A&B will return to run some pressure tests in the basement. Although the work to repair the problems may be extensive, it is imperative to get the leaks fixed as soon as possible to prevent a mold situation.

Green Committee (Frank Squicciarro):

- The ladies 9-holers reported that their Invitational tournament held July 14th garnered many compliments regarding the course, the banquet facilities, and the professional staff.
- Progress is being made on the incorrect or damaged yardage markers.
- The light bulbs on the cart barn exterior have been replaced.
- A divot mix bottle replacement box was placed by the 10th tee.
- A metal detector borrowed from the Town did not detect the PGA markers. Another detector for brass will be used when available from the Town.
- However, the metal detector did find and isolate valves for the irrigation system to allow us to better control the irrigation flow.
- An excavator project list has been presented to the committee.
- Mr. Robert McNeil has been hired as a staff architect for the course.
- A goals-for-holes list will be prepared.
- The August green committee meeting has been changed to the 11th.
- Mr. Chiota, Mr. Squicciarro, Mr. Nagashima, Mr. Marsillio, and Mr. McCarthy have met to preliminarily discuss renovations at the maintenance center. Possibilities include:
 - A flattened and enlarged driveway to allow truck deliveries
 - Storage area to move materials from the clubhouse parking lot to the maintenance center
 - Removal of unused equipment
 - Use of the architect for ideas at the maintenance barn.
- An additional meeting was held between Mr. McNeil, Mr. Chiota, Mr. Squicciarro, Mr. Nagashima and Mr. Brown to discuss the relocation of the practice bunker. Results of the meeting include:
 - Good idea where the practice bunker should be located
 - Indication of better traffic patterns in the area
 - Use of synthetic turf for better wear
 - Use of ASGCA (American Society of Golf Course Architect) grant

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

Golf Operations:

- June 2016 Numbers were strong:
 - Knolls Rounds: 6,268 vs. 5-year avg. 6,220
 - Glen Rounds: 3,105 vs. 5-year avg. 3,003
- The weather, quality course conditions, strong programs and excellent service are key factors to the steady activity for June.
- The phone system at the course needs to be upgraded. Mr. McCarthy reported that there is a town-wide plan to replace the phone system, however, there is no definite time-line as to when that will occur.
- The Customer Appreciation program database contains, 5,477 unique customers compared with approximately 3,000 prior to capturing license numbers. Of that number, 1,972 paid for and are eligible for preferred rates.

Programs:

- Remain strong for both adult and junior programs heading into August with several programs at full capacity.
- Mr. Brown reported that he has noted an increase in the amount of women golfers at Tashua Knolls. He felt that it was due to a very welcoming staff at Tashua Knolls including the starters, player's assistants, maintenance personnel and pro shop staff. He reported he has also received many compliments for carrying a full line of women's attire and equipment. Both Mrs. Michaels and Mrs. Jenkins completely agreed with Mr. Brown
- Mr. Brown also took the opportunity to acknowledge audience member Mr. Owen Evans for recently being named as CSGA volunteer of the month.
- Mr. Evans did report that the CSGA would be setting up a meeting shortly at Tashua to begin planning for next year's Amateur.
- Mr. Chiota reported that he attended the dinner to honor Mr. Brown's recent PGA Merchandiser award and that it was a lovely evening with Bobby giving a very nice speech.

July Outings:

- Ladies 9-hole Invitational: 88 players
- 2-Day CT PGA Jr: 94 players
- Special Olympics: 38 players
- Ladies 18-hole Invitational: scheduled 112 players

House Committee (Dick DeLibro):

- The Miklus Center has been power washed and painted.
- The A/C coil to the Grill Room was frozen and was without A/C for several days. CAS did come out on July 5th and 6th to repair it.
- When the coil thawed out, it damaged several ceiling tiles which must be replaced.
- Mr. DeLibro also reported on the basement leak which had been previously covered by Mr. Nagashima.

Finance (Jonathan Turk):

June Revenue from POS System:

Total Income (including carts)					
June 2011	June 2012	June 2013	June 2014	June 2015	June 2016
\$314,021	\$348,544	\$331,423	\$306,359	\$322,285	\$335,224

Knolls (including carts)					
June 2011	June 2012	June 2013	June 2014	June 2015	June 2016
\$221,081	\$254,047	\$237,816	\$228,407	\$234,339	\$238,414

Glen (including carts)					
June 2011	June 2012	June 2013	June 2014	June 2015	June 2016
\$59,146	\$68,798	\$68,952	\$65,237	\$65,028	\$66,883

Round Analysis:

Knolls					
June 2011	June 2012	June 2013	June 2014	June 2015	June 2016
6,192	6,846	6,181	5,795	6,085	6,268

Glen					
June 2011	June 2012	June 2013	June 2014	June 2015	June 2016
2,923	3,137	3,016	2,939	3,002	3,105

Carts					
June 2011	June 2012	June 2013	June 2014	June 2015	June 2016
6,161	6,725	6,250	6,033	6,368	6,839

Items of Note:

- Revenue was up in June 2016 and the 2015/2016 fiscal year revenues were our 2nd best in history (see the spreadsheet below). I would like to thank Bobby Brown and his staff as well as Hidalgo and his staff for their well-deserved effort this past year.

Budget

- In reviewing the MUNIS Report dated July 22nd, Account 590013Water and 590014 Telephone finished the year slightly over budget. I thank Hidalgo and his staff for finding ways to stay close to the Water budget during an extremely dry spring. The fiscal year ended with revenues outpacing expenses by more than \$100,000. I will have a more precise retained earning number for our next Golf Commission meeting in August.
- Mr. McCarthy reported that at this time, there is approximately \$189,000 in revenue that will be earmarked for retained earnings. However, there are still several adjustments remaining that will affect that number.

**Total
Gross
Income**

	2008/2009	2009/2010	2010/2011	2011/2012	2012/2013	2013/2014	2014/2015	2015/2016
July	\$339,228.50	\$344,149.00	\$311,308.50	\$349,041.25	\$337,608.53	\$323,962.25	\$339,405.40	\$355,026.75
August	\$345,791.28	\$325,218.50	\$324,575.00	\$280,997.00	\$318,196.98	\$322,751.87	\$325,429.03	\$341,408.00
September	\$242,016.00	\$277,855.00	\$271,419.00	\$233,621.50	\$277,118.97	\$276,713.49	\$259,830.12	\$259,001.50
October	\$156,633.00	\$147,526.08	\$174,005.00	\$159,111.10	\$150,943.67	\$176,255.00	\$162,375.02	\$162,747.50
November	\$59,287.00	\$80,697.05	\$74,961.24	\$80,000.00	\$41,051.00	\$52,895.70	\$47,342.50	\$93,937.20
December	\$8,235.00	\$13,416.00	\$12,343.00	\$41,579.25	\$19,631.00	\$12,295.50	\$15,225.75	\$68,922.25
January	\$255.00	\$381.00	\$60.00	\$902.00	\$824.00	\$0.00	\$780.00	\$100.00
February	\$670.00	\$3,197.00	\$4,765.00	\$3,180.00	\$0.00	\$275.00	\$0.00	\$955.00
March	\$52,686.00	\$32,343.00	\$13,952.00	\$125,536.00	\$34,377.00	\$9,535.00	\$9,353.00	\$67,255.00
April	\$200,814.50	\$210,827.29	\$172,005.50	\$228,201.00	\$211,249.14	\$168,826.50	\$152,245.00	\$166,644.00
May	\$302,924.00	\$312,860.00	\$270,491.25	\$289,955.50	\$287,043.92	\$302,666.68	\$337,172.66	\$272,363.18
June	\$278,648.50	\$314,195.00	\$314,021.00	\$348,544.37	\$331,422.69	\$306,359.46	\$322,284.50	\$335,224.45
TOTAL	\$1,987,188.78	\$2,062,664.92	\$1,943,906.49	\$2,140,668.97	\$2,009,466.90	\$1,952,536.45	\$1,971,442.98	\$2,123,584.83

Correspondence:

- A letter was received from Karen Daly, President Ladies 9-holers, thanking Mr. Brown, Mr. Faustini, Mr. Nagashima and the Commissioners for making their recent Invitational Tournament a big success.

Old Business:

- Mrs. Michaels asked Mr. Nagashima about a installing a fence around the propane tank next to the Miklus Center. She stated that the Commission had agreed to its installation in October 2015. Mr. Nagashima responded that his crew would be installing the fence.

New Business

- None

Executive Session:

Mr. Squicciarro made a motion seconded by Mr. DeLibro at 8:00 PM to move into Executive Session to discuss a contract. Also invited to attend was Mr. McCarthy and Mr. Kokenos. Motion carried unanimously.

A motion to exit Executive Session was made by Mr. Turk at 8:30 PM and seconded by Mr. DeLibro. Motion carried unanimously.

Adjournment:

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

Respectfully submitted,

Christine A. Plumeau
Golf Course Commission Clerk