

**Golf Commission Meeting
September 26, 2016
Minutes**

Members Present: Joyce Michaels (Vice-Chairwoman) Richard DeLibro; Julie Jenkins; David Molgard; Robert Oleyar; Frank Squicciarro; Jonathan Turk; Diane Wheeler

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

Members Absent: John Chiota

Mrs. Michaels called the meeting to order at 7:00 PM.

Review and Approval of Prior Minutes:

Review and approval of the Minutes of July 25, 2016 . . . A Motion was made by Mr. DeLibro seconded by Mr. Molgard to approve the minutes as is. Motion carried unanimously.
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Audience Participation:

- Mr. Neil Sullivan, President Men’s Club, reported on a discussion regarding course conditions at a recent club meeting. Several members felt that the sand traps that were completely renovated two years ago had once again fallen into poor condition. They did not feel that the traps were being raked frequently enough and that much of the sand in the bottom of the traps was missing causing players to hit rock at the bottom of the traps. In addition a club member had recently played the Glen and commented that the Glen 8th green was “unplayable” and he was disappointed in the overall poor condition of the course.
- Mrs. Michaels said that she was asked to speak on behalf of the Ladies 9-holers who felt that it appeared that the sand traps were not raked prior to their block time on Thursday mornings.

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
- Three Summer Seasonal

- The summer seasonal employees have all left. Several new seasonal employees are being brought on to help with fall leaf removal. All temporary employees usually leave around Thanksgiving.

Tashua Glen:

- Overall playing conditions are good and the Glen will be aerified and verticut in the coming weeks.
- The condition of the greens is OK with the exception of #7 and #8 which are not as far along as hoped.
- Mr. Nagashima and Mr. Lund met with Easton Arborists to go over some trees to be removed or pruned to allow more light and air on some of the weaker Glen areas.
- Both Mr. Nagashima and Mr. Lund responded to concerns about the greens and stated that it is a tough environment for light and air to get in and that it tends to hold water. Also the high heat and humidity contributed to the conditions.
- All greens were needle tined in mid-August.
- All greens were verticut and topdressed.

Tashua Knolls:

- The maintenance department has received two back-up surge suppressors for the pump house.
- A renovation schedule for the Knolls and Glen is being prepared.
- The Knolls is rolled three times a week to help with smoothness and ball roll.
- All greens were needle tined in mid-August.
- All greens were verticut and topdressed.
- Mr. Nagashima addressed the conditions of the sand traps. He stated that in some of the steeper traps the sand tends to shift down. He felt that some of the bunkers could use some additional sand. The bunkers are raked by hand every day over the summer by some of the junior maintenance staff. Once they leave for the summer, the bunkers are raked less often. The maintenance staff will concentrate on removing stone, adding more sand and addressing the frequency of raking.
- Mr. Squicciarro asked about a treatment for the sand wasps in the bunkers. He stated that there were a great deal of wasps in many bunkers. Mr. Nagashima responded that the wasps were non-aggressive and that they appear in cycles, but that a treatment is available that he will look into.
- Mr. DeLibro asked about the installation of a fence around the propane tank at the Miklus Center that was previously approved by the Commission. Mr. Nagashima stated that the fence is on site and will be installed by the end of the week.
- Mr. Turk asked if the course could be small tine aerated every month. Mr. Nagashima reported that it is currently being done every five weeks but that it could be done every month. He also stated that we only have one aerifier that is eight years old but is still generally reliable. In response to an additional question, Mr. Nagashima reported that the time it takes for the course to heal from an aeration depends on the time of year and how quickly the grass grows at that time of year.

Projects:

- The ponds have been treated for algae and the lily pads have been thinned to a coverage of 10 – 15% per pond.

- The leak in the basement at the clubhouse has finally been fixed and the basement has been dry for three weeks. The problem was traced to pipes leading from the Grill Room sinks. A temporary 1-1/2" diversion pipe has been run to a drain. Over the winter months the restaurant will be shut down and a permanent 3" pipe will be installed. The Town Health Department agrees with the fix. All of the wood and sheetrock that were infiltrated with water has been removed.

Green Committee (Frank Squicciarro):

- The rolling of the greens was increased to three times a week but has been reduced to two times a week for the fall.
- The Knolls 3rd green has been sodded and ropes added to divert traffic away from the problem area.
- Customer concerns regarding conditions on the Glen have been reported. Seven greens have issues and are being addressed with more frequent aeration. In addition the removal of trees and additional pruning is being recommended.
- Mr. Squicciarro requested bringing back the collars to the Glen greens in order to improve perception, functionality as a learning course and design aesthetics. He also felt that it helped the course look more prestigious and helped to justify the cost.
- The excavator has been received and is being used to clean up the maintenance area.
- All but six of the CSGA distance markers have been located. Replacements are being ordered and will be installed in the spring.
- A discussion was held regarding cleaning up the stone wall on the 14th Knolls.
- An additional discussion was held on the possibility of adding a cement pipe cart bridge on the 15th Knolls where the current walking bridge is located. This would create better access to the restroom facilities as well as create a secondary traffic pattern to prevent excessive wear on the right side.
- The October Green Committee meeting is moved to the 17th.

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

Golf Operations:

- Rounds numbers for July and August are in decline. The Glen had the lowest rounds in 11 years in August:
 - Knolls Rounds: July +1.6%; August -4.7%
 - Glen Rounds: July -15%; August -25%
- July and August 2016 were the hottest months in recorded history. Contributing factors to the declining rounds include high temperatures, high humidity, breathing alerts, and untimely rain on key days during first wave. Several area courses also report a decline in rounds for the same months.
- Customer Appreciation Day was postponed from September 19th until September 26th due to rain. Although not as heavily booked as the original date, the day was booked solid until 1:00 PM and many new golfers were seen at the course.
- TKV has replaced 22 monitors so far this season. TKV is discussing the possibility of replacing the entire fleet of monitors at the end of the season. Mr. Brown reminded the Commission that the TKV system was on a free trial this year and will cost us \$29,000

per year going forward. He reported that even though the monitors have been problematic, overall he is pleased with the system and the improvements in cart control they have brought to Tashua.

- The Monday youth program saw 98 different players over a 10-week period. Mr. Brown thanked the senior volunteers: Patrick Dizney, Bob Oleyar, Jim Peloquin, and Joe Tividar.
- A meeting will be held within the next two weeks with the 2017 CSGA Amateur Committee.
- Mr. Brown also reported that he continues to receive many comments and complaints over the lack of a beverage cart at Tashua.

Fall Specials:

- Mr. Brown proposed extending the Glen Special and instituting a Monday Madness special effective immediately in order to boost both Monday and Glen rounds this fall.

Mr. Squicciarino made a motion seconded by Mrs. Wheeler, to implement the following two specials:

1. Extend the availability of the Glen Special of \$19 for 9-holes with cart to all day 7-days a week.
2. Institute a Monday Madness Special as follows:
 - Knolls: \$30 for 18-holes with cart for ID holders; \$40 for non-ID holders
 - Knolls: \$20 for 9-holes with cart for ID holders; \$25 for non-ID holders
 - Knolls: \$19 back 9 Special with cart for all customers
 - Glen: \$15 for 9-holes with cart for all customers

Motion carried unanimously.

- Mr. Brown also asked for permission to begin any other Fall Specials he deems appropriate when play begins to slow for the fall season.

Mr. Turk made a motion seconded by Mr. Squicciarino, for Mr. Brown to implement fall specials at his discretion. Motion carried unanimously.

House Committee (Dick DeLibro):

- Although it took a few weeks, a damaged toilet paper dispenser in the men's room has finally been fixed. A broken dispenser in the ladies room has been fixed as well.
- As Mr. Nagashima previously reported, the leak in the basement has been temporarily fixed.
- The voice mail feature on the phone system was down for a short while due to an electrical storm.
- The A/C coil to the grill room was frozen on two occasions. The problem the first time was a belt and the second time was low Freon. The ceiling tiles below the leak must still

be replaced. Mr. DeLibro expressed concerned that if there is low Freon, there must be a reason why.

- Mr. DeLibro spoke to CAS to request copies of all of the work done to the clubhouse.
- The carpet outside the men’s room is ripped and has been temporarily fixed. However, the carpet is in bad shape and desperately needs replacement.
- CAS has had technicians out several times to “learn the system.”
- Aquarion was on site for its annual inspection. A backflow preventer to the fire suppression system needs to be replaced. Fairfield Sprinkler has ordered the part.
- Despite the hot and humid summer, there have been no complaints about the slippery floor in the ladies room. Finally it appears this problem is behind us.
- Mr. Oleyar mentioned that the top to the UI transformer next to the sidewalk of the pool is cracked and represents a hazard. The UI has been contacted for replacement.

Finance (Jonathan Turk):

August Revenue from POS System:

Total Income (including carts)					
<u>August 2011</u>	<u>August 2012</u>	<u>August 2013</u>	<u>August 2014</u>	<u>August 2015</u>	<u>August 2016</u>
\$280,997	\$318,197	\$322,752	\$325,429	\$341,408	\$304,903

Knolls (including carts)					
<u>August 2011</u>	<u>August 2012</u>	<u>August 2013</u>	<u>August 2014</u>	<u>August 2015</u>	<u>August 2016</u>
\$219,664	\$244,356	\$251,875	\$254,853	\$266,591	\$253,186

Glen (including carts)					
<u>August 2011</u>	<u>August 2012</u>	<u>August 2013</u>	<u>August 2014</u>	<u>August 2015</u>	<u>August 2016</u>
\$57,337	\$73,369	\$73,295	\$72,762	\$75,507	\$54,028

Round Analysis

Knolls					
<u>August 2011</u>	<u>August 2012</u>	<u>August 2013</u>	<u>August 2014</u>	<u>August 2015</u>	<u>August 2016</u>
6,263	6,706	6,669	6,605	6,850	6,528

Glen					
<u>August 2011</u>	<u>August 2012</u>	<u>August 2013</u>	<u>August 2014</u>	<u>August 2015</u>	<u>August 2016</u>
2,987	3,572	3,335	3,360	3,427	2,564

Carts

<u>August 2011</u>	<u>August 2012</u>	<u>August 2013</u>	<u>August 2014</u>	<u>August 2015</u>	<u>August 2016</u>
6,414	7,103	6,889	7,141	7,674	7,165

Items of Note:

- The lower than anticipated revenue numbers for August was primarily due to the oppressive heat. According to Mr. Brown, play was down in many local municipal golf courses this past August.
- The official retained earnings unrestricted fund balance for June 30, 2015 was \$1,125,420. Based on the finally MUNIS report ending June 30, 2016, retained earnings will increase by \$148,011. However, there are fixed assets and depreciation expense figures that are significant that need to be done for the audit that may materially impact the figure. The audit is typically completed in November.

Budget

- The budget process will begin in November for the next fiscal year. If any Commissioner has a new long-term project or purchase they would like to have included in the capital line item of next year's budget, please have your documentation ready to present to the Commission for approval no later than the November meeting.
- Mr. McCarthy reported that the golf course staff will begin the process of preparing a budget for next year.
- Mr. Brown presented a fiscal year end summary for 2016 which included the fact that the income was significantly higher for four months last year mainly due to the fact that we did not close until December 31, 2015 and opened on March 17, 2016 because of unusually warm weather. It also showed that significant savings was realized from a golf cart payment that didn't have to be paid, a few capital projects that did not get done, and utility savings realized from a warmer than normal winter. Even though we will be moving some money into retained earnings, due to the factors above, the revenue and expenses were much tighter than realized.

Correspondence:

- A letter was received from Trumbull First Selectman, Tim Herbst, thanking the Tashua Knolls Golf Course for a "job well done" at the recent 2016 First Selectman's Golf tournament.

Old Business:

- None.

New Business

- A discussion was held on various matters related to tournaments for the 2017 season.

A motion was made by Mr. Squicciarino; seconded by Mr. DeLibro; to approve the Trumbull First Selectman's Golf Classic on Friday, August 11, 2017 at a rate of carts only. Motion carried unanimously.

A motion was made by Mr. Turk; seconded by Mr. DeLibro; to approve the Mary's Fund tournament on Monday, June 12, 2017 at preferred rates. Motion carried unanimously.

A motion was made by Mrs. Jenkins; seconded by Mr. Squicciarino; to approve the CIAC State High School Girls Championship on Tuesday, June 6, 2017 at a total rate of \$1,400. Motion carried unanimously.

A motion was made by Mrs. Wheeler; seconded by Mr. DeLibro; to approve the 2017 Tournament Rates as follows:

First 100 players: \$60 per player
101st and over players: \$50 per player

Motion carried unanimously.

- A discussion was held regarding additional meetings of the Financial Planning Committee and that the Committee should consider a policy of the amount of reduced tournaments that Tashua Knolls Golf Course holds annually. Mr. Turk added that the Committee should be meeting in the upcoming weeks.

Executive Session:

Mrs. Wheeler made a motion seconded by Mr. DeLibro at 8:30 PM to move into Executive Session to discuss a contract. Also invited to attend was Mr. McCarthy. Motion carried unanimously.

A motion to exit Executive Session was made by Mr. Turk at 8:44 PM and seconded by Mr. Oleyar. Motion carried unanimously.

Adjournment:

A motion was made by Mr. Molgard at 8:46 PM; seconded by Mrs. Jenkins to adjourn the meeting. Motion carried unanimously.

Respectfully submitted,
Christine A. Plumeau
Golf Course Commission Clerk