

**Golf Commission Meeting
April 26, 2021
Minutes**

Members Present: Don Espach (Chairman) Joe Gaudiano (Vice-Chairman); Tom Cerulli; Tony Ciccaglione; Shelly Dowling; Owen Evans; Frank Squicciarro (arrived 8:30 PM); Diane Wheeler

Also Attending: Bobby Brown, Director of Golf; Paul Lupo, Assistant Golf Course Superintendent

Members Absent: Angelo Cordone

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

Review and Approval of Prior Minutes:

Review and approval of the Minutes of March 22, 2021 . . . A Motion was made by Mr. Gaudiano, seconded by Mrs. Dowling to approve the minutes as is. Motion carried unanimously.
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Audience Participation:

- None

Assistant Golf Course Superintendent (Paul Lupo):

- Brush Clearing/Course Improvements:
 - Brush on #3 Glen picked up and removed and the brush on #14 Knolls tee along wall has been cleared to allow for better air circulation around the three back tees and to improve aesthetics.
 - Frequent cold snaps, frost and freezes have slowed grass growth allowing time to finish creek restoration on #7 and #16 Knolls fairways.
 - Sod on #13 Knolls tee was burning in areas due to inappropriate topdressing practices and wrong material used. The rocks and bunker sand covering the tee has been removed and the area is now recovering.
 - Sod that was left out on the Glen over the winter did not survive; pieces are being replaced.
- Equipment Maintenance/Irrigation System:
 - The majority of the equipment is up and running. Greens, tees, approaches, roughs and fairways are being mowed on a regular schedule. However, both money and time resources are limited and affecting equipment maintenance.
 - Water has been turned on throughout the course. The on-course bathrooms are open.
 - There have been minor sprinkler breaks and leaks with a few more expected when the full pressure of the pump station is exerted on the system. The satellite broken last year on Knolls #7/8 has been rebuilt in-house and is fully operational.
- General Updates:
 - Spring cleanup continues. At one point two of three turbine blowers were down for repairs but have since been repaired.
 - Growth is still slow due to weather conditions. The short grass areas have only been mowed a few times to date.

- Part-time seasonal staff is returning. We have had an overwhelming response to advertisements for additional seasonal staff and interviews are now taking place. The full-time mechanic is still out and is expected to remain out for several additional months.
- Course accessories are still being ordered. Trash cans will be put out on every hole – **please use them.**

Green Committee (Frank Squicciarro):

- Mr. Squicciarro will be going over the Audubon paperwork and files to determine where we stand in the certification project.
- Due to full-time staff shortages and financial restrictions at the present time, the focus of the staff will be on necessary work and projects. Projects going forward include:
 - Placing the Sr. Men’s club flag plaque
 - Creating a sod nursery closer to the maintenance barn
 - One day of tree stump removal concentrating on most visible stumps
 - Replanting the gardens around the clubhouse
- Mr. Evans will be working to create a course-wide paving plan going forward.
- Several of the areas that were intentionally left uncut that are in the areas of play will now be cut. Some areas will continue to be left long to discourage players from entering those areas.

Director of Golf Operations (Bobby Brown):

- The start of the 2021 season has been good but slightly up and down due to the warm then cold weather.
- The morning back 9 Knolls and the Glen morning specials have been implemented for 2021.
- The transition to the new golf cart fleet went smoothly. The coordination between us, EZ-Go and the delivery drivers went extremely well. We did have one incident where one of the new carts flipped over on relatively flat ground. Fortunately no one was injured. The carts are approx. 300 lbs lighter than the previous carts and the situation will be monitored.
- The outings scheduled for this year are due to begin on May 10th with the Trumbull Father’s Club. A full schedule of tournaments will continue throughout the season.
- Mr. Brown thanked Mr. Lupo and the maintenance staff for all of the work being done around the course. Numerous small projects that have been neglected for years are being done which improve the appearance, safety and playability of the course. Feedback from customers has been overwhelmingly positive for course conditions as well.
- Mr. Brown recently visited a golf course in Disney World who reports that they use ForeUp and are extremely happy with the system.

House Committee (Tony Ciccaglione):

- Safety Projects:
 - Two quotes have been obtained for the circle entrance railing as it is rusted and needs replacement at a cost of approximately \$2,000.
 - Asphalt repair required at back of cart barn will be fixed shortly with cold patch. Several other areas around the course will be temporarily fixed with cold patch until the new paving update is complete.
 - The gutter replacement, ice shield, flashing and re-shingling of the clubhouse portion of the roof facing the circle is waiting for coordination with the repair of the entire north side of the roof.

- Priority Project:
 - The sprinkler heads will be replaced in the porch ceiling on Friday, April 30th. The faux ceiling in the area will be removed on Thursday. The next step will be to re-install some type of ceiling.
- Other Projects:
 - The entire side of the clubhouse facing the cart barn needs to be repainted.
 - Wood molding around all entrances of the cart barn that were rotting have been replaced with Azak and the faucets have been fixed.
 - The concrete at the circle entrance needs re-surfacing.
 - Signs around the course are being cleaned and refurbished and several new signs have been ordered.
 - A better drainage system is required where golf carts are cleaned.
 - The UI will be contacted for input on LED lamp change out and possible solar energy projects.
 - Mr. Faustini will be contacted to request that the carpets in the general clubhouse hallways be cleaned as is usual practice over the winter. In addition a reminder will be sent that the ladies locker room must be cleaned on a regular basis now that it is being used for events and several lights are out in the ladies bathroom.
- Mrs. Plumeau informed the Commission that both the Sr. Men’s Club and the Kaulbach Trust will be contributing for plantings and mulch around all clubhouse gardens. The Commission thanked both organizations for their continued support of the beautification of Tasha Knolls.

Concessionaire (Domenick Faustini):

- No report given.

Finance (Joe Gaudiano):

- Income for March was above-average due to the early snow melt, warmer temperatures and availability of players still home from Covid. April numbers are also trending higher mid-month for the same reasons. Mr. Gaudiano warned that we are still working to reduce the Covid-closure loss from the last fiscal year. He also expects that with more people returning to school and work and taking vacations, play could slow and return to more normal levels.
- With the Board of Finance approving our transfer of \$17,800 from our service accounts to our program and maintenance accounts and the unencumbering of some funds, the expense budget is in much better shape to complete the fiscal year. Mr. Espach thanked Mrs. Plumeau and Mr. Gaudiano for their hard work and dedication in re-balancing the budget.
- Mr. Espach asked Mr. Brown about customer reaction to the new single rider policy. The policy has resulted in less single riders that allows more customers to rent carts. A few single players that join groups have voiced displeasure; however, they are being handled on a case-by-case basis. Most area courses have adopted the same policy.

Human Resources (Diane Wheeler):

- We have updated the full-time golf course mechanic job description. It has been submitted to the Town and union for review.
- We have received an overwhelming number of applications for our part-time positions. Several interviews and new hires are taking place in all seasonal positions. We are currently still looking for a seasonal gardener and equipment mechanic.

Correspondence:

- Several pieces of correspondence both for and against the new Tee Time Reservation Policy were received.

Old Business:

- **Golf Cart Lease** (Joe Gaudiano): The new golf carts are all delivered. ALL paperwork has been signed and submitted.
- **Advanced Tee Time Reservation Policy Update** (Tom Cerulli): The Commission will consider the question of giving residents preference over non-residents in obtaining tee times as appropriate data can be obtained from ForeUp and analyzed for potential finance impact.

New Business:

- Mr. Brown received a request from an assisted care living facility in Trumbull asking if they could sponsor a bucket of ball event on a chosen day to introduce their facility to local residents. After some discussion, the Commission decided that their long-standing policy of not allowing any solicitation still stands. The organization does have an opportunity to advertise in either our yardage booklets or score cards if they choose.
- Mrs. Dowling gave a shout out to Mr. French for continuing to go above and beyond in his work at the course regarding implementation of the new ForeUp software and social media updates.

Executive Session:

Mrs. Wheeler made a motion seconded by Mr. Cerulli at 8:15 PM to move into Executive Session to discuss a personnel matter. Motion carried unanimously.

A motion to exit Executive Session was made by Mrs. Wheeler at 8:45 PM and seconded by Mr. Cerulli. Motion carried unanimously.

After exiting the Executive Session, the following motion was made.

A motion was made by Mr. Gaudiano, seconded by Mr. Squicciarro to approve a 20% out-of-class salary increase for the Assistant Golf Course Superintendent retroactive to March 9, 2021. Motion carried unanimously.

Adjournment:

A motion was made by Mrs. Dowling at 8:48 PM; seconded by Mr. Cerulli to adjourn the meeting. Motion carried unanimously.

Respectfully submitted,
Christine A. Plumeau
Golf Course Commission Clerk