

**Golf Course Commission Meeting  
May 23, 2022  
Minutes**

**Members Present:** Don Espach (Chairman); Joe Gaudiano (Vice-Chairman); Tom Cerulli; Tony Ciccaglione; Shelly Dowling; Owen Evans; Dave Galla; Nate Moyer; Diane Wheeler

**Also Attending:** Bobby Brown, Director of Golf Operations, Andy Fries, Director Golf Course Properties

**Members Absent:** None

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

**Review and Approval of Prior Minutes:**

Review and approval of the Minutes of April 25, 2022 . . . A Motion was made by Mr. Gaudiano; seconded by Mr. Moyer, to approve the minutes as is. Motion carried unanimously (9 – 0)
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**Audience Participation:**

- None

**Director Golf Course Properties/Green Committee (Andy Fries, Shelly Dowling):**

- See report attached
- The pond fountains are in the process of being re-installed. There are a few mechanical problems with them so The Pond and Lake Connection will be out this will to assist.
- Additional ball washers and coolers will be placed around the course.
- Mr. Romano is keeping up with equipment maintenance with no major problems to report.

**Director of Golf Operations (Bobby Brown):**

- See report attached

**House Committee (Tony Ciccaglione):**

- See report attached
- Mr. Gaudiano apologized to the party that took place on May 14<sup>th</sup> for the half hour of work that took place during their party. It was noted that during the roofing project constant communication was maintained with the restaurant for a list of events and the event on the 14<sup>th</sup> was not mentioned.
- A plumber has been called in for a broken toilet in the ladies on-course bathroom.
- New fiber optic lines are being trenched in conduit up Tashua Knolls Lane by Frontier.
- Mr. Ciccaglione met with Mr. Faustini to discuss on-going issues in the areas of clubhouse cleanliness and upkeep, HVAC maintenance reports and LED light replacement. Mr. Faustini has agreed to paint the clubhouse bathrooms and replace some tile in the men's room. He has also agreed to replace the lights in the Grill Room.

**Concessionaire (Domenick Faustini):**

- No report given

**Finance** (Joe Gaudiano):

- See report attached
- An updated Capital plan for the 2022/2023 Fiscal year is necessary due to the roof repairs moving to the current fiscal year and the total breakdown of the only roadworthy truck. Mr. Gaudiano proposed the following:
  - Current Approved Capital FY 2023 \$95,000
    - Replacement Truck \$-61,000
    - House (Paving, LED, Carpets) \$-58,000
    - Green (Triplex, Rough Mower) \$-82,646
  - Additional Capital Request FY 2023 \$106,646

A motion was made by Mrs. Dowling, seconded by Mrs. Wheeler to the request for transfer of \$106,646 from retained earnings to the Capital G/L for Fiscal 2023 year. Motion carried unanimously (9 – 0).

**Personnel** (Diane Wheeler):

- No report given

**Correspondence**

- None

**Old Business:**

- Mr. Espach proposed a revision to the Golf Course Commission’s Trumbull Municipal Golf Regulations Section G. Affiliated Clubs.

A motion was made by Mr. Espach, seconded by Mr. Cerulli to revise the Golf Course Commission’s Trumbull Municipal Golf Regulations, Section G. Affiliate Clubs (see attached) with the addition of “but not limited to” at the end of the second line of 3. B. and the removal of “V. Districts” under 3.b. Motion carried unanimously (9 – 0).

**New Business:**

- None

**Adjournment:**

A motion was made by Mr. Galla at 8:32 PM; seconded by Mr. Moyer to adjourn the meeting. Motion carried unanimously (9 – 0).

Respectfully submitted,

Christine A. Plumeau  
Golf Course Commission Clerk

**Golf Course Commission  
Green Sub-Committee Meeting Minutes  
May 11, 2022**

**Members Present:** Shelly Dowling (Green Committee Chair), Owen Evans, Bobby Brown, Andy Fries

Mrs. Dowling called the meeting to order at 10:00 AM.

**Topics Discussed:**

- Knolls #3 and 5 reseeded from winter damage. Several other smaller areas are being reseeded as well. Areas on Knolls #7/16, 8, 13 and 18 will be seeded to the tree line. Seeded areas have been protected by hay.
- Working with the Town to remove debris from around course.
- Knolls #14 and Glen #6 areas were cut back last fall. The areas will be inspected at end of season to see if necessary again.
- Green Sub-Committee agreed that the 150' markers will not be re-installed.
- The compression bridges on the Glen are starting to show wear and should be inspected.
- Course maintenance priority is work necessary for the Women's Amateur in July.
- Audubon Certification work will be reinstated after a break due to COVID.
- Working with crew on work expectations and habits.
- Interview for new seasonal staff.
- Sr. Men's club is donating Golf Ball Tenders to fit at bottom of flag sticks for easier retrieval. Green Sub-Committee OK.
- Working on submitting the capital requests for July.
- Mr. Romano approved for out of class mechanic position. Updated Mechanic job description to union for approval and then to Civil Service for approval to post.
- April Weather Comparison: The weather this year was significantly different than last year. Although the average temperature was slightly warmer, the precipitation and winds were higher and impactful on our higher use days. April of 2021 gave us 2.47" of rain and this year we received 5.62" of rain. We had 13 days in April with measurable rain and 10 of those days occurred on our higher play days like Wednesday, Friday, Saturday, & Sunday. This resulted in a slightly less number of rounds for the month of April.
- We would like to thank the Sr. Men's Club and the 18-hole Ladies Club for their continued support of the beautification of the grounds at Tashua Knolls.

**Adjournment:**

The meeting adjourned at 11:20 AM

Respectfully submitted,  
Christine Plumeau  
Administrative Assistant



## May Golf Commission Meeting

May 24, 2022

### DIRECTOR OF GOLF REPORT Bobby Brown, PGA Professional

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#### Golf Operations:

- \*April was a cold, wet month and affected our rounds on key days. Refer to greens committee report for Andy notes on key weather days.
- \*Preparing for the 2022 CIAC State Girls Championship
- \*ATK has hired two junior golf leaders. Please welcome Jaquon Allen & Ashton Lewis from the First Tee of CT. College staff is back.

#### April Programs:

- \*Mizuno Fitting day was held on May 11<sup>th</sup>
- \*Programs operating at full capacity for both junior golfers and the Tashua Knolls Golf Academy.
- \*Trumbull Adult Education: Completed two five week sessions with 22 students
- \*Dave's golf schools are full. Lesson demand is high.

#### Upcoming June Outings:

- \*June 6th – CIAC State Championship 8:30am shotgun
- \*June 13th- Trumbull Rotary. 9 am start.

**TASHUA KNOLLS GOLF COMMISSION  
SPECIAL PROJECTS/HOUSE COMMITTEE  
Commission Meeting Monday, May 23<sup>rd</sup>, 2021**

**Topics For discussion**

- 0 Painting required for the Starter Office, Front and Rear Entrance. Potential color Gray. Nate to take the lead.
- 0 Rain shelter at the 17<sup>th</sup> hole needs wood repair and green paint. Add new gate required at the Cart Barn. Reviewed with Andy
- 0 Investigate the potential of EV stations placed in our parking areas. Three units, \$25K, includes programming, No Install
- 0 Contacting UI for input on rebates for LED fixtures in all areas. Estimated savings \$25,000. Need to have commission review.
- 0 Main water pipe from the Meter to the Maintenance Barn has an underground leak. Need to confirm date for repair.
- 0 Roof Repair now approved and construction started on May 9<sup>th</sup>. Completion by May 23<sup>rd</sup>.
- 0 Preventative Maintenance Program completed. NOW waiting for report to determine actions. Expect by 5/23/2022
- 0 Upgrades required for both Mens/Women bathrooms plus new carpets. Need to keep on the radar. Will try to include new budget
- 0 5-year fire sprinkler test failed. Cost to repair and re-test \$15,445.25, scheduled for May 24<sup>th</sup>. Other two tests and repair complete.

**Respectfully submitted**

Anthony Ciccaglione – Head of House Committee

# **Tashua Knolls Finance and Budget**

*May 23, 2022*

## Income - April 2022

Rounds	2021	<i>5-yr. Avg.</i>	2022
Knolls Rounds	5,035	2,732	4,640
Glenn Rounds	1,871	853	1,657
Cart Rounds	3,127	2,437	4,181

April 2020 COVID Closed

Income	2021	<i>5-yr. Avg.</i>	2022
Knolls Income	\$ 160,107.00	\$ 100,570.30	\$ 161,422.00
Glenn Income	\$ 33,655.00	\$ 20,725.25	\$ 31,382.50
Total Income	\$ 290,236.00	\$ 158,817.10	\$ 286,204.00

April 2020 COVID Closed

# Expenses

Tashua Golf YTD Budget Report - Fiscal Year 2021/2022

Account	Account Description	Original	Transfer	Revised	YTD	Encumber	As of 5/16/2022	
							Available	Note
501101	Salaries-FT/Permanent	376,259	52,000	428,259	291,604		136,654	68.1%
501102	Salaries-PT/Permanent	26,118		26,118	26,806		-688	102.6%
501103	Salaries-Seasonal	276,500		276,500	157,188		119,311	56.8%
501105	Salaries - Overtime	8,000		8,000	9,853		-1,853	123.2%
501106	Salaries- Longevity	850		850	850		0	100.0%
501888	Uniform Allowance	4,000		4,000	1,627		2,372	40.7%
522201	Services & Fees Clerical	840		840	700		140	83.3%
522202	Services & Fees Professional	213,935		213,935	184,761	29,173	0	100.0%
522203	Services & Fees Ancillary	26,500	-13,000	13,500	8,617	1,000	3,882	71.2%
522204	Services & Fees Contractual	143,403	33,400	110,203	106,778		3,424	96.9%
522210	Reimbursable to GF	255,920		255,920	276,252		-20,332	107.9%
534401	Materials & Supplies Office	48,000		48,000	28,101	5,883	14,014	70.8%
534402	Program Supplies	175,476	10,000	185,476	177,840	2,278	5,357	97.1%
545503	Communications PR	1,000		1,000	1,000		0	100.0%
556601	Professional Dev Conferences	1,750		1,750	464		1,285	26.6%
556602	Professional Dev Dues	2,100		2,100	1,000		1,100	47.6%
567701	Oil, Gas, Grease	17,000		17,000	12,122		4,876	71.3%
567703	Travel Reimbursement	500		500	243		256	48.8%
578801	Maintenance Repair Contracts	22,043	49,105	71,148	59,741	3,486	7,919	88.9%
578802	Maintenance Equipment/Building	60,500	69,000	129,500	115,220	7,989	7,837	93.9%
578804	Refuse	2,500		2,500	2,415	219	-135	105.4%
581888	Capital Outlay	0	205,456	205,456	93,670	3,200	105,585	48.6%
589901	Leases	45,879		45,879	38,396	7,064	417	99.1%
589902	Occasional Rentals	2,000		2,000	2,756		-756	137.8%
590011	Heat	6,300		6,300	13,456		7,156	-13.6%
590012	Electricity	46,000		46,000	33,053		12,946	71.9%
590013	Water	64,500	-10,000	54,500	17,139		37,360	31.4%
590014	Telephone/Internet	1,400		1,400	1,154		245	82.5%
595888	Interest on Bonds	37,901		37,901	32,210		5,691	85.0%
597888	Principal on Bonds	251,213		251,213	224,000		27,213	89.2%
<b>TOTAL TASHUA KNOLLS BUDGET</b>		<b>2,118,387</b>	<b>395,961</b>	<b>2,447,748</b>	<b>1,919,016</b>	<b>60,292</b>	<b>481,276</b>	<b>80.3%</b>



# Misc. Business

- a motion to request \$106, 646 from retained earnings to Capital Outlay for FY 2023.

Current Capital FY 2023	\$95,000.00
Truck outlay	\$61,000.00
remaining	\$34,000.00

Paving/LED/Carpet	\$58,000.00
BoF request for house	\$24,000.00

Greensmaster 3500 Rou	\$42,236
Triplex	\$40,410
BoF request for Greens	\$82,646

<b>BoF Total request</b>	<b>\$106,646.00</b>
Lease payments	\$ 103,810

## Capital/Lease Plan FY 2023

New Equipment 2022	
Greenspro 1260 Roller	
Greenspro 1260 Roller	
Bullseye Quick Groom	
Greensmaster Triplex Greens	Not yet delivered
Foley Accu Pro Grinder	
Pro Force Blower	Not yet delivered

Proposed FY 2023	Purchase	Lease	
Ventrac	n/a	\$ 13,956	4 of 5
Greenspro 44913	n/a	\$ 2,852	2 of 5
Bullseye	n/a	\$ 1,140	2 of 5
Greensmaster	n/a	\$ 7,066	2 of 5
Foley Grinder	n/a	\$ 4,780	2 of 5
Dump Truck	\$61,000	already purchased	
Paving	\$37,000	n/a	
LED Light Replacement	\$15,000	n/a	
Carpet Replacement	\$6,000		
Skid Steer	\$100,000	\$ 20,000	
<b>Greensmaster 3500 Rough/Bank</b>	<b>\$42,236</b>	\$ 8,448	
<b>Triplex</b>	<b>\$40,410</b>	\$ 8,082	
<b>Triplex (move to FY 2024)</b>	<b>\$40,410</b>	\$ 8,082	
Fairway Mower	\$51,195	\$ 10,239	
Fairway Mower	\$51,195	\$ 10,239	
Sprayer	\$81,795	\$ 16,359	
Rough Mower Large Area	\$85,895	\$ 17,179	
<b>TOTAL</b>	<b>\$612,136</b>	<b>\$ 128,422</b>	
<b>FY 2023 Budget</b>	<b>\$95,000</b>	<b>\$ 106,462</b>	

FY 2024 Equipment	Purchase
Toro Greensmaster	\$42,236
Blowers (2)	\$25,000
Carts (4)	\$52,000
Aerator	\$35,000
Topdresser	\$45,700

## Tashua Knolls

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**From:** Don Espach <don@safetyleadershipsolutions.com>  
**Sent:** Monday, May 23, 2022 10:04 AM  
**To:** Bobby Brown; Tashua Knolls; Tom Cerulli  
**Subject:** Please Review Before I Send  
**Attachments:** Affiliated Clubs Current.docx

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

I'm going to send this to the Commission this afternoon to hopefully help avoid a long discussion tonight. Before I do, please let me know if you have any edits...

Folks,

A few words of explanation about the revision to Section G, Affiliated Clubs that I am proposing for vote at tonight's meeting.

Bobby, Chris, Tom Cerulli and I worked on this document following our difficult issue in resolving the District Tournament request, which we ultimately approved at our March meeting. It was obvious that the Rules and Regulations were confusing when relating to this issue. Further, as we reviewed this section in depth, there were several other potentially confusing passages that have been made more clear.

Here are the salient points:

1. Overall, there are no substantive changes in the Proposal from the Current version. A copy of the Current Section G is attached (you have the Proposal in the packet Chris sent last week.)
2. Current Section G.2. referring to the Commission approving changes to Club By-Laws has been removed because it is not anything, as we recall, we have ever done. If, by some chance, an untoward change is ever made in a Club By-Law, we have the authority to act on it.
3. The phrase "as clarified by the Commission at its January 23, 2012 meeting" in Current Sections G.3. and G.4.a. has been removed because it is unclear what it actually means. It could be interpreted as actually written or as it was supposed to have been written.
4. The language in the Current version G.4. which refers to the District Tournament (among others) has been made more specific in Proposed G.3. There are currently only 2 tournaments at preferred rates (\$1 above resident rates) and these are specifically noted in Proposed G.3.a.. Regarding the Districts, I don't believe we should be attempting to codify a once in 7-year event that extends to the weekend, and it is listed in Proposed G.3.b. as requiring Commission approval, along with other Regional Golf Organization Tournaments.
5. The language in Current G.5.a. allowing the Men's Club "up to 6 weekend tournaments," while accurate, is vague. It has been made more specific in Proposed G.2.a.iii. to reflect what has actually been permitted over the years and avoid any potential confusion.

I look forward to seeing you this evening.

Regards,

## CURRENT

### G. Affiliated Clubs

1. The four clubs approved by the Commission that play at Tashua Knolls and maintain United States Golf Association handicaps via the Connecticut State Golf Association through Tashua Knolls membership are:
  - a. Tashua Knolls Golf Club (Men's Club)
  - b. Senior Men's Golf Club
  - c. Tashua Knolls Women's Golf Association 18-holers
  - d. Tashua Knolls Women's Golf Association 9-holers
2. The Constitution and By-Laws of any golf club or association using a Trumbull golf course shall be submitted to the Commission for the approval each time a change is made.
3. Each Tashua Knolls affiliated club may be granted one club tournament per year at resident rates as clarified by the Commission at its January 23, 2012 meeting.
4. Bona fide Sectional, Divisional, State, or National Golf Associations, and Home & Away Invitationals
  - a. Each Tashua Knolls affiliated club may sponsor two outside golf association tournaments per year at rates that are customary when the event is held elsewhere as clarified by the Commission at its January 23, 2012 meeting.
  - b. Clubs may request Commission approval to sponsor one additional outside golf association tournament at either current rates or by subsidizing the difference for a preferential rate.
5. Block Times and Shotgun starts for Tashua Knolls affiliated clubs:
  - a. Block times are granted to the two women's clubs on Thursday mornings to a maximum of 2.5 hours, the Senior Men's Club on Wednesday mornings to a maximum of 3.5 hours, and the men's club for up to six weekend tournaments.
  - b. Each Tashua Knolls affiliated club shall be granted up to three shotgun tournament starts per year, and must have a minimum of 88 players for each event. All shotgun starts shall be on the standard "block time" specified for the club. For the women's clubs, if one club has a tournament on a given Thursday, the other women's club will be granted a block time on the Glen course. One of these tournaments for each club may be at resident rates.
6. All Tashua Knolls Affiliated Clubs must close out registration for reserved tee times prior to 11 days for weekends, and 8 days for weekdays, before the date of the first day of the tournament.

**PROPOSED**  
**05.18.22**

**G. Affiliated Clubs**

1. The four clubs (“Affiliated Clubs”) approved by the Commission that play at Tashua Knolls and maintain United States Golf Association handicaps via the Connecticut State Golf Association through Tashua Knolls membership are:
  - a. Tashua Knolls Golf Club (Men’s Club)
  - b. Senior Men’s Golf Club
  - c. Tashua Knolls Women’s Golf Association 18-holers
  - d. Tashua Knolls Women’s Golf Association 9-holers
  
2. Tournaments, Block Times and Shotgun starts for Tashua Knolls Affiliated Clubs:
  - a. Block times are granted as follows:
    - i. Two Women's Clubs: A maximum of 2.5 hours on Thursday mornings,
    - ii. Senior Men's Club: A maximum of 3.5 hours on Wednesday mornings, and
    - iii. Men's Club: Six Saturday and/or Sunday mornings during the “first wave” for 4 tournaments and up to 9 additional hours on multiple Saturdays and/or Sundays for the various flights of the Club Championships, including Seniors and Superseniors.
  
  - b. Within their allocated Block Times, each Tashua Knolls Affiliated Club shall be granted up to three shotgun starts per year, with a minimum of 88 players for each shotgun start. For the women's clubs, if one club has a tournament on a given Thursday, the other women's club will be granted a block time on the Glen course. For the Men’s Club, a two day tournament with two shotgun starts would count as two toward the granted three.
  
  - c. Each Tashua Knolls Affiliated Club is granted one tournament per year during their block time at resident rates for all players.
  
  - d. All Tashua Knolls Affiliated Clubs must close out registration for reserved tee times prior to 11 days for weekends, and 4 days for weekdays, before the date of the first day of the tournament.
  
3. Regional Golf Organization Tournaments
  - a. The following are granted a one-day weekday tournament at preferred (\$1 above resident) rates:
    - i. SNEWGA (Annual)
    - ii. SCTWGA (Annual)

- b. Any other requests for Regional Golf Organization Tournaments must be approved by the Golf Course Commission, including dates and rates. These include:
  - i. CIAC High School Championships
  - ii. CSGA Events including Qualifiers and Championships
  - iii. CT PGA Event
  - iv. GCSA Events
  - v. Districts

## APPROVED

### G. Affiliated Clubs

1. The four clubs (“Affiliated Clubs”) approved by the Commission that play at Tashua Knolls and maintain United States Golf Association handicaps via the Connecticut State Golf Association through Tashua Knolls membership are:
  - a. Tashua Knolls Golf Club (Men’s Club)
  - b. Senior Men’s Golf Club
  - c. Tashua Knolls Women’s Golf Association 18-holers
  - d. Tashua Knolls Women’s Golf Association 9-holers
  
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    - iii. Men's Club: Six Saturday and/or Sunday mornings during the “first wave” for 4 tournaments and up to 9 additional hours on multiple Saturdays and/or Sundays for the various flights of the Club Championships, including Seniors and Superseniors.
  
  - b. Within their allocated Block Times, each Tashua Knolls Affiliated Club shall be granted up to three shotgun starts per year, with a minimum of 88 players for each shotgun start. For the women's clubs, if one club has a tournament on a given Thursday, the other women's club will be granted a block time on the Glen course. For the Men’s Club, a two day tournament with two shotgun starts would count as two toward the granted three.
  
  - c. Each Tashua Knolls Affiliated Club is granted one tournament per year during their block time at resident rates for all players.
  
  - d. All Tashua Knolls Affiliated Clubs must close out registration for reserved tee times prior to 11 days for weekends, and 4 days for weekdays, before the date of the first day of the tournament.
  
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    - i. SNEWGA (Annual)
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- b. Any other requests for Regional Golf Organization Tournaments must be approved by the Golf Course Commission, including dates and rates. These include, but are not limited to:
  - i. CIAC High School Championships
  - ii. CSGA Events including Qualifiers and Championships
  - iii. CT PGA Event
  - iv. GCSA Events