

**Golf Course Commission Meeting
July 25, 2022
Minutes**

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

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

Members Absent: Shelly Dowling

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

Review and Approval of Prior Minutes:

Review and approval of the Minutes of June 27, 2022 . . . A Motion was made by Mr. Cerulli, seconded by Mrs. Wheeler, to approve the minutes as is. Motion carried unanimously (8 – 0)
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Audience Participation:

- None

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

- See report attached
- Mr. Fries added that several additional irrigation leaks and sprinkler heads have been repaired since the date of the meeting.
- Mr. Fries also stated that with the hot, humid, dry weather he is very pleased it appears that any diseases on the course are in check.

Director of Golf Operations (Bobby Brown):

- See report attached
- In addition, Mr. Brown and Mr. Evans reported that the feedback from the recent CSGA Women's Amateur was overwhelmingly positive for both the course conditions and the employees at Tashua Knolls.

House Committee (Tony Ciccaglione):

- See report attached

Concessionaire (Domenick Faustini):

- No report given

Finance (Joe Gaudiano):

- See attached report

Personnel (Diane Wheeler):

- Mr. Fries 6-month review will be coming up in September. Mrs. Wheeler asked all Commissioners to forward any comments to her.

- Mrs. Wheeler recently had an opportunity to spend some time at the course. She observed that we currently have a shortage of starters at the course. She will have a discussion with Mr. Ambrosini (Head Starter) to see what can be done.

Correspondence

- None

Old Business:

- None

New Business:

- Mr. Gaudio asked the Commission to vote on the first of two extensions as outlined in the Agreement for Golf Course Management at Tashua Knolls Golf Course, Trumbull CT:

A motion was made by Mr. Espach; seconded by Mr. Galla to approve the first of two extensions as outlined in the Agreement for Golf Course Management at Tashua Knolls Golf Course, Trumbull CT for the period of December 16, 2023 through December 16, 2024. Motion carried unanimously (8– 0).

Adjournment:

A motion was made by Mr. Moyer at 8:18 PM; seconded by Mrs. Wheeler to adjourn the meeting. Motion carried unanimously (8– 0).

Respectfully submitted,

Christine A. Plumeau
Golf Course Commission Clerk

Golf Course Commission
Green Sub-Committee Meeting Minutes
July 13, 2022

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

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

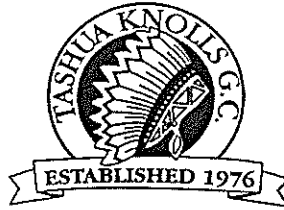
Topics Discussed:

- The main issue discussed was the dry conditions and brown spots on the course. Mr. Fries responded that several factors affected the course conditions at the beginning of July:
 - Lack of rain (less than ½ inch)
 - Condition of the irrigation system: 8 leaks (4 fixed); 40 – 50 broken sprinkler heads (35 fixed)
 - Learning curve for Mr. Fries on the system.
 - Mr. Romano is the main irrigation technician but he has been filling in as mechanic
 - Preparation for the Women’s Amateur took time away from other projects.
- Mr. Fries has taken the following steps to improve the situation:
 - Seven additional employees are being training on the system
 - Many repairs have improved the watering conditions
 - Venting of the greens in July and August
 - Mr. Fries is steadily gaining knowledge of the system
 - Mr. Fries reported that the irrigation system is his main priority right now. He feels he is gaining on correcting the conditions and they will not be getting any worse.
- Several important pieces of equipment required repairs in recent weeks. There is no additional update on the permanent mechanic position.
- The newest full-time greenskeeper, Mr. Sarosky, is learning how to spray. An additional seasonal worker has a spray license and will be trained as well.
- The replacement ball tenders are not performing satisfactorily. We will purchase the original ball tenders one more time.
- Weather Report June: Very dry and normal temperatures. We’ve had 1.3” of rain but only .35” from June 13th through the end of the month occurring on June 27th. June of 2021 were similar rainfall amounts but occurred on 4-5 different days. Temperatures were similar to last year although slightly warmer at the end of June.

Adjournment:

The meeting adjourned at 10:45 AM

Respectfully submitted,
Christine Plumeau
Administrative Assistant



July Golf Commission Meeting
July 25, 2022

GOLF OPERATIONS REPORT
Bobby Brown, PGA Director of Golf

Overview:

*Rounds and revenue remain strong for July year over year.

Golf Operations

*Busy event month.

***Tournaments:**

*Special Olympics 72 player

*Men's 2 Day member/member 92 players

*Club Championship has started for Men and Women begin at Thursday, August 4th

*Ladies 18 holers Invitational 128 player

*Ladies 9 holer Invitational 92 players

*CSGA Women's Amateur 64 players Meghan Mitchell Champion 73-78

Upcoming Outings

*Aug 15th First Selectmans 9am

*Aug 22nd Radzwilla 9am

*Aug 28th Southern Womens 8am 1st & 10th tee

**TASHUA KNOLLS GOLF COMMISSION
SPECIAL PROJECTS/HOUSE COMMITTEE
Commission Meeting Monday, July 25th, 2022**

Topics For discussion

- 0 Painting required for the Starter Office, Front and Rear Entrance. Potential color Gray. Work starting September.
- 0 Lighting purchase order to be issued July. Install in August.
- 0 Plan to go for three bids for new paving in the area from the Cart Barn to Clubhouse. Develop scope. Fall
- 0 Review areas for New carpet in club house. Expect install in fall.
- 0 Main water pipe from the Meter to the Maintenance Barn has an underground leak. Funds set. Start end of July.
- 0 Roof Repair underway. Roof work completed. Spout drains still need to be done. Expect finishing by August 10th.
- 0 Parking lot painting of the lines and curbs for targeted for Fall.
- 0 Upgrades required for both Mens/Women bathrooms plus new carpets.

Respectfully submitted

Anthony Ciccaglione – Head of House Committee

Tashua Knolls Finance and Budget

25 Jul 2022

May Earnings/Rounds

	2021	5-year Avg.	2022
Income	\$429,014	\$429,014	\$424,767
Knolls Rounds	7611	6362.6	7312
Glen Rounds	3187	3179.5	3323
Carts	7712	6625	7284

Expenses updated 06/20/2022

Account Description	Original	Transfer	Revised	YTD	Encumber	As of 7/18/2022 Available	Note	Percent
Salaries-F/T/Permanent	376,268	52,000	428,268	392,858		79,599		82.6%
Salaries-F/T/Permanent	26,118		26,118	31,613		-5,495		-21.04%
Salaries-Seasonal	25,500		25,500	216,826		59,843		23.48%
Salaries-Overtime	8,000		8,000	11,181		-3,181		-39.78%
Salaries-Longevity	850		850	850		0		-100.00%
Uniform Allowance	4,000		4,000	4,029		-29		-0.73%
Services & Fees Clerical	840		840	840		0		-100.00%
Services & Fees Professional	213,935		213,935	213,935		0		-100.00%
Services & Fees Auxiliary	26,500	18,000	44,500	10,167		3,332		7.32%
Services & Fees Contractual	143,438	13,400	156,838	156,778		60		0.04%
Reimburse to GF	255,920		255,920	278,252		-22,332		-8.73%
Materials & Supplies Off.ice	48,000		48,000	44,667	187	2,845	Encumbered Stop	94.07%
Program Supplies	175,476	10,000	185,476	168,833		16,643		90.52%
Communications FR	1,000		1,000	1,000		0		-100.00%
Professional Dev. Conferences	1,250		1,250	715		1,035		-82.8%
Dues	2,100		2,100	1,600		1,100		-52.38%
Oil, Gas, Grease	37,000		17,000	12,122		4,878		13.19%
Travel Reimbursement	500		500	275		225		55.00%
Maintenance Repair Contracts	21,043	49,103	70,146	61,325		8,821		41.91%
Maintenance Equipment/Bund. of	60,500		60,500	126,350	1,014	2,133	Encumbered Tort	98.35%
Refuse	2,500		2,500	2,513		-13		-0.52%
Lease-Office	0	305,256	305,256	178,356	20,300	6,785	Encumbered VAD	56.70%
Leases	45,879		45,879	38,336	7,064	417	Encumbered Tort/Id	99.89%
Occupational Rentals	2,000		2,000	2,756		-756		-37.80%
Heat	6,500		6,500	11,938		-5,438		-83.67%
Electricity	46,000		46,000	51,857		-13,162		-28.61%
Water	66,500	10,000	76,500	33,927		42,573		54.34%
Telephone/Internet	1,400		1,400	1,473		-73		-5.21%
Interest on Bonds	37,801		37,801	37,921		-120		-0.32%
Principal on Bonds	251,213		251,213	251,213		0		-100.00%
TOTAL TASHUA ROLL'S BUDGET	2,118,387	395,561	2,497,748	2,237,769	28,645	181,300		88.63%

Misc. Business

- Motion to extend ATK contract
- BoF transfer (success)
- Lighting project underway
- Equipment needs for this FY

TO DO

- Course consultant? / vision
- 10-15 yr capital outlay plan
- FY 2024 Budget

**Golf Course Commission Meeting
June 27, 2022
Minutes**

Members Present: Don Espach (Chairman); Joe Gaudiano (Vice-Chairman); Tony Ciccaglione; Shelly Dowling; Nate Moyer; Diane Wheeler

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

Members Absent: Tom Cerulli, Owen Evans, Dave Galla

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

Review and Approval of Prior Minutes:

Review and approval of the Minutes of May 23, 2022 . . . A Motion was made by Mr. Moyer, seconded by Mrs. Wheeler, to approve the minutes as is. Motion carried unanimously (6 – 0)

Audience Participation:

- None

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

- See report attached
- The third pond fountain will be installed tomorrow
- Bunkers #10, 12, 13 and 17 were replenished with sand. Additional bunker sand will be delivered tomorrow.

A motion was made by Mr. Moyer, seconded by Mr. Gaudiano to take the agenda out of order and move the “Correspondence” section forward to accommodate the Trumbull Father’s Club request. Motion carried unanimously (6 – 0).

Correspondence

- A Memo was received from Mr. Emilio Annuzej, representing the Trumbull Father’s Club, requesting a fall outing on Tuesday, October 11th at resident rates. A discussion followed regarding the request.

A motion was made by Mr. Espach, seconded by Mrs. Wheeler to consider offering preferred rates after Columbus Day to organizations that offer tournaments where the majority of the proceeds are donated back to the Town. Requests must be considered by the Commission on a case-by-case basis. Motion carried (4 – 0) – Abstain: Gaudiano, Moyer

A motion was made by Mr. Espach, seconded by Mrs. Wheeler, to approve the Trumbull Father’s Club request for an outing at preferred rates on Tuesday, October 11, 2022. Motion carried (4 – 0) – Abstain: Gaudiano, Moyer

Director of Golf Operations (Bobby Brown):

- See report attached

House Committee (Tony Ciccaglione):

- See report attached
- VAD Contractors did a great job on the clubhouse roof replacement. All that remains is the gutter installation. The only issue about the project is the lack of clean-up after the installation. Six golf carts and at least one car suffered flat tires after running over nails remaining in the driveway. VAD has agreed to reimburse Tashua Knolls for the cost of fixing the tires.

Concessionaire (Domenick Faustini):

- No report given

Finance (Joe Gaudiano):

- See attached report
- Mr. Gaudiano reminded the Commission that the first of two 1-year renewals to the ATK Contract must be voted on by December 1, 2022

Personnel (Diane Wheeler):

- No report given

Correspondence

- None

Old Business:

- None

New Business:

- None

Adjournment:

A motion was made by Mr. Gaudiano at 8:55 PM; seconded by Mr. Moyer to adjourn the meeting. Motion carried unanimously (6 – 0).

Respectfully submitted,

Christine A. Plumeau
Golf Course Commission Clerk