

**Golf Commission Meeting
April 28, 2014
Minutes**

Members Present: Ron Dray, Chairman; Owen Evans, Vice-Chairman; Teri Deal; Dick DeLibro; Joe DeLuca (arrived 7:30); Tony Guzzi; Joyce Michaels; Jonathan Turk

Also Attending: Bobby Brown, Director of Golf (arrived 7:15); Hidalgo Nagashima, Director of Golf Course Property; Chris Gallant, Assistant Superintendent

Members Absent: Diane Wheeler

Ron Dray, Chairman, called the meeting to order at 7:00 PM.

Review and Approval of Prior Minutes:

Review and approval of the Minutes of March 24, 2014 . . . A Motion was made by Mr. Turk seconded by Mr. Guzzi to approve the minutes as is. Motion carried unanimously.

Audience Participation:

- Mrs. Karen Daly, co-president of the Ladies 9-holers, presented a letter thanking the Commission for the recent improvements that were made to the ladies locker room. She also requested that some additional amenities be added to the ladies bathrooms. Mr. Dray responded that the bathroom supplies were the responsibility of Mr. Faustini who was not in attendance. The letter will be forwarded to Mr. Faustini for a response.
- Mr. Al DeWalt, of the Sr. Men's Club, reported that several members requested that a yellow line be painted down the center of Tashua Knolls Lane as numerous drivers drive straight down the center of the road. Mr. Nagashima will ask the Highway Department to paint the line and if they cannot, he will have our maintenance department do it.
- Mr. Al DeWalt asked if the Commission made a determination as to the rate they would be charging for the Mary's Fund Tournament. Mr. Dray responded that as voted by the Commission, the tournament would be charged resident rates. Mr. Turk added that the tournament is a double shot-gun and is a very prestigious tournament for Tashua to hold.

Director of Golf Course Properties Report (Hidalgo Nagashima):

Labor:

- Director of Golf Course Properties (Nagashima)
- Assistant Superintendent (Gallant)
- Mechanic (Plaveck)
- Full-time Greensmen (Cook, Romano)

- Part-time Seasonal (Markaj, Rodriguez, Ferguson, Hicks, Quinn, Hoepfner, Oleyar, Messina, Balkun, Riley, Martins, Summerville, Kelley, Harrison)

Maintenance Department:

- Both golf courses are in good shape. The maintenance department is in the process of sodding the sides of the new forward tees. They will also be grading and sodding the tee extension on #18.
- The greens were aerated in early April. There has been significant recovery even though the weather has not been conducive to growth. The tees will be aerated in coming weeks as well as some weak spots in the fairways. Aerifying and seeding is on-going in the weak spots in the rough.
- The bunker project is complete – on-time and under budget. The contractors did a great job in cleaning up and restoring the course. All of the new bunkers are open with the exception of #9, 10 and 18 which will be monitored and opened once the sod has taken. There are still some seams in the sod which will have sand and seed added to help alleviate the problem until the sod fully grows in.
- The next project undertaken will be the drainage on #2.
- When the wet area on #6 finally dries out that area will be repaired as well.
- Mrs. Michaels reported that the Lades 9-holers are very happy with the new tees that were added to the course.
- Mr. Nagashima reported that they had rented a plate compactor for the new bunkers and that it had done an excellent job. He asked that the Commission consider purchasing a new compactor from Home Depot at a cost of \$1,000 to maintain the bunkers throughout the season. The money would be allocated from the capital account. The Commission gave its consensus to proceed with the purchase.
- Mr. Turk asked Mr. Nagashima about the modified tee box on #18 and why it was shorter than originally planned. Mr. Nagashima responded that he ran out of excess fill and that the Highway department helped out in moving the available fill. Mr. Dray tabled the discussion.

Green Committee (Owen Evans):

- Mr. Evans reported that the Green Committee will be meeting shortly to update the project list.
- One of the projects will be to inspect all of the cart paths to determine which ones need repair. A cost estimate will be made at that point.
- Mr. Dray asked that the Commissioners inspect the two white pines at the end of the line next to the 10th tee. He felt that the pines should be taken down as they are blocking the sun and inhibiting the growth of the other pines in the line.
- Mr. Dray reported that two additional poles will be added to the sidewalk next to the restaurant as vehicles have been observed backing around the single pole and over the grass to make a delivery.
- It was also recommended that some type of barrier be added to the golf car side area to prevent vehicles from going over the grass as well.

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

Golf Operations:

- The course did not open for the 2014 season until April 2nd.
- Revenue reported from March 1 – April 27 is \$170,799.50 vs. \$226,585.50 in 2013.
- Rounds for the same period: Knolls, 2,925 vs. 4,120 in 2013; Glen 1,276 vs. 1,669 in 2013.
- Renewed IDs to date are 799 vs. 894 in 2013.
- The weather has had a significant impact on both senior men's and ladies days. We did, however, have a few solid weekends.
- The contract has been signed for the Digital Caddies and they are scheduled to be installed in mid-July. Mr. Brown reported that the devices should have minimal impact on the life of the batteries in the carts.
- Ads were placed in the Trumbull Times to remind residents to renew their IDs prior to May 15th.
- Mr. Brown and Mr. Evans have been working with the CSGA to re-rate the course for the forward tees and the extended 18th tee. The CSGA is scheduled to visit in mid-May. We have been given temporary slope and ratings.
- Mr. Dray reported that we have been having a great deal of problems with the new GHN system software. We have reverted to the old software until the bugs have been worked out.

Pro Shop:

- Upcoming Demo Days:
 - o May 1 – PING Golf, 3PM – 6PM
 - o May 15 – Mizuno Fitting, 3PM – 6PM

Instructional Programs:

- The weather has had a significant impact on the adult programs which include Get Golf Ready, EWGA and Fairways & Flagsticks
- However the junior league and LPGA program have been better attended.

House Committee (Dick DeLibro & Ron Dray):

- A circulator pump that delivered heat to the ladies locker and bathrooms was replaced by the maintenance department.
- A duct in the attic over the ladies locker room was found to be unhooked from the system and delivering heat to the attic instead. The duct was re-attached by the maintenance depart.
- The Town has still not replaced the broken water heater. Mr. Nagashima will follow-up to see if we can get a date of replacement.
- The gutter over the starter shed that was damaged in the winter has been fixed at a cost of \$400. The gutter over the front doors facing the pool also need repair for a cost of \$100. The Commission agreed to the repair.
- The Town Health Department has issued a letter stating that it is considering giving Mr. Faustini permission to grill and use the sink in his outdoor bar area facing the west parking lot.

A motion was made by Mr. Evans; seconded by Mrs. Deal; to ban the use of the sidewalk and patio area outside the kitchen doors for grilling due to safety and public enjoyment issues. Motion carried unanimously.

Concessionaire (Mr. Faustini):

None – did not attend.

Finance (Jonathan Turk):

- None

Correspondence:

- None

Old Business:

- Mr. Dray reported that the invoices from United Alarm in the amount of \$1,950 from work done in August to repair the alarm panel damaged when Mr. Faustini had an unauthorized vendor work on the panel still have not been paid. On April 4th the Golf Commission authorized the payment due to the fact that United Alarm was turning the account over to collections for non-payment. Mr. Faustini is still responsible for the payment.
- Mr. Dray presented the Commission with the results of the bids for the video surveillance system. It was decided that the Commission would seek more information from the middle four price quotes in order to make a better informed decision.
- Mr. Dray requested Commission approval to spend \$500 for cloud off-site back-up from Carbonite. The off-site back-up is a condition of continued credit card servicing from Trust Wave. Approval for the purchase was granted from the Technology budget account.

New Business:

- Mr. Dray asked that the Commission consider painting the clubhouse this year. Mr. Nagashima responded that he thought part-time greenskeeper Joe Kelley along with some seasonal summer help could paint the building in-house. The Commission agreed to go ahead with the plan.
- Mr. Dray informed the Commission that a memo was received by Mr. James Haselkamp, Director of Labor Relations Town of Trumbull, reminding employees of the need to adhere to the existing Town and CT Department of Labor break and lunch policies. Mr.

Dray presented the Commission with a policy for part-time Tashua employees to clearly present the requirements.

A motion was made by Mrs. Michaels; seconded by Mr. Guzzi; to approve the part-time employee break and lunch policy as follows:

1. All part-time employees working between 5.5 – 7.5 hours per day receive one non-mandatory 15-minute break as dictated by supervisor.
2. Employees working more than 7.5 hours a day will be entitled to one non-mandatory 15-minute break as dictated by supervisor and one mandatory 30-minute unpaid lunch break (between the hours of 11:30 AM and 2:00 PM) or one 30-minute unpaid dinner break (between the hours of 5:00 PM and 6:30 PM)

Motion carried unanimously.

- Mr. Dray presented the Commission with a job description for a full-time greenskeeper position in the maintenance department. The position was revised from the previous greenskeeper position to include repairs to the irrigation system and maintenance for the clubhouse and all outbuildings on the course. The hours and days of work would be on a flexible schedule. The greenskeeper position is open and funded in our current budget.

Mr. DeLuca made a motion, seconded by Mr. Guzzi, to approve the Greens keeper job description as written and forward it to the union for approval. Motion carried unanimously.

Executive Session:

Mrs. Deal made a motion at 8:15 PM, seconded by Mr. Turk, to move into Executive Session to discuss a contractual matter. Mr. John Ponzio, Town Treasurer, was asked to attend the meeting. Motion carried unanimously.

A motion to exit Executive session was made by Mr. DeLibro at 8:55 PM and seconded by Mrs. Michaels. Motion carried unanimously.

Adjournment:

A motion was made by Mr. Evans at 9:00 PM; seconded by Mr. Guzzi to adjourn the meeting. Motion carried unanimously.

Respectfully submitted,

Christine A. Plumeau
Golf Course Commission Clerk