

**Golf Commission Meeting
November 24, 2014
Minutes**

Members Present: Ron Dray, Chairman; Owen Evans, Vice-Chairman; Teri Deal; Richard DeLibro; Joe DeLuca; Tony Guzzi; Joyce Michaels; Jonathan Turk

Also Attending: Bobby Brown, Director of Golf; Hidalgo Nagashima, Director of Golf Course Property; John Ponzio, Town Treasurer

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 October 27, 2014 . . . A Motion was made by Mrs. Deal seconded by Mr. Turk to approve the minutes as is. Motion carried unanimously.

Audience Participation:

- A request was made Mrs. Karen Daly, President of the Ladies' 9 Holers regarding their 2015 season:

A motion was made by Mr. DeLuca; seconded by Mrs. Michaels; to approve the Tashua Knolls Ladies 9 Holers requests as follows:

1. Invitational Tournament on Thursday, July 9, 2015 with an 8:00 AM shotgun start with carts at residential rates.
2. Member/Member Tournament on Thursday, August 27, 2015 at 7:00 AM

Motion carried unanimously.

- Mrs. Daly also reported on some feedback from the Ladies 9-holers regarding the pace-of-play. She and club are very much aware of an incident this year regarding one of their foursomes. The club was going to formally respond to the incident but feedback from the players involved was that they were very impressed with the level of diplomacy demonstrated by Mr. Brown over the incident. However, she has had some complaints from ladies who follow the Sr. Men's club on Wednesdays who felt that the same emphasis on pace-of-play was not enforced. She requested that the employees wear name tags so that if a player makes a request, it can then be followed up if appropriate action is

not taken. Mrs. Daly was informed that the Commission had in fact required that all employees wear name tags and will make sure the policy is implemented next season.

- A request was received from Mrs. Janet Duffy, President of the Ladies' 18 Holers regarding their 2015 season.

A motion was made by Mr. Guzzi, seconded by Mrs. Michaels; to approve the Tashua Knolls Ladies 18- Holers requests as follows:

1. Member/Guest Tournament on Thursday, July 30, 2015 at resident rates.
2. SCWGA tournament on June 18, 2105 at 8:00 AM at preferred rates.

Motion carried unanimously.

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, Markaj)
- Part-time Seasonal (Rodriguez, Ferguson, Hicks, Hoepfner, Messina, Riley, Martins, Summerville, Harrison, Bova)
- Summer Seasonal (Ormsbee, Spangenburg, Matera)

Maintenance Department:

- This will be the last week for most of the seasonal staff as the leaf pick-up is almost complete. A few will remain to help with the bunker project.
- The Knolls course is in good shape:
 - The greens will be aerified (deep tine) next week
 - Winter preparations are continuing
 - The greens and tees will be sprayed for winter fungus (snow mold) this week
- The Glen course update:
 - The clearing of overgrown areas is finished on #2, 3, 5, 6, and 7 holes
- The irrigation system, on-course bathrooms and cart barn have been winterized.
- The portable toilet on the Glen will be picked up at the end of the current billing cycle.
- Ponds #1 and 2 are being drawn down to control aquatic weeds and algae.
- The fairways have been limed.
- Next week the practice bunker will be filled in and the new approximately 30' x 20' bunker will begin construction. Both projects will be worked on simultaneously and, weather permitting, it should take a week to complete.
- Mr. Guzzi asked Mr. Nagashima about the tendency of the new bunker sand to pack down after a rain storm and if a "fluffier" sand could be mixed in to improved conditions. Mr. Nagashima replied that if you mix two different dimensions of sand together they tend to pack together and cause a concrete-like condition. Mr. Nagashima will increase the raking of bunkers to try to alleviate the problem.

Green Committee (Owen Evans):

- The Green Committee will be meeting after Thanksgiving to update the project list.

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

Golf Operations:

- October Rounds: 5,113 (Knolls 3,668; Glen 1,445)
- October Revenue: \$162,375
- October rain impacted Wednesdays and several weekend days

Golf Operations:

- Weather has been volatile in November with abnormally cold conditions (Polar Vortex) and rain.
- Snow is in the forecast for Thanksgiving
- The starter and player assistant staff was reduced at the end of October.
- Revenue for November is trending behind last year.
- The Commission discussed a closing date for the 2014 season. The date of Sunday, December 21st was decided upon; dependent, of course, on weather.
- Mr. Dray and Mr. Brown have been in discussions with the installer of the range net regarding a replacement. The installer has acknowledged the problem and is working with the manufacturer to come up with a solution.
- Mr. Brown finally spoke to Mr. Hoffman from the CSGA regarding the incorrect slope and rating for the green tees. Mr. Hoffman finally admitted that he made a mistake and we are awaiting a new rating and slope chart. Mr. Brown also asked about reprinting the scorecards which have the wrong information and is awaiting a decision. Mr. Evans will write a letter to the CSGA about the matter.

Pro Shop

- All 2014 Pro Shop credit must be redeemed by Monday, December 15th, 2014.
- All 2014 rain checks must be used by the end of the 2014 golf season.
- The final merchandise clearance is underway until the end of the season.
- Fall pre-book meetings have concluded. Orders for the 2015 season are being placed and will concluded after the 2015 PGA Merchandise Show.

House Committee (Richard DeLibro & Ron Dray):

- Mr. Dray reported that several weeks ago, the heat to the entire clubhouse would not turn on. H. Hulse responded to the call and two technicians spent the entire day diagnosing the problem. After spending 5.5 each, the technicians got the #2 boiler (to the restaurant) working. After spending 2 hours each, the technicians did not determine why the #1 boiler (to the pro shop) was not working. They did, however, recommend rewiring the boiler at a cost of \$6,000. They also found that the anti-freeze in the boiler was only protected to 20 degrees and said they could address the freeze protection for a cost of

\$1,000. Mr. Nagashima then called in the Town plumber and Town electrician who identified the problem in a short period of time as a bad switch. The cost to fix the boiler was \$141.38 plus a few hours labor. The Town plumber added the anti-freeze for a cost of \$246 and a few hours labor.

- The Town electrician did identify an additional problem with the #5 circulator pump not turning off. When the electrician has time, he will address that problem as well.
- Mr. Dray informed the Commission that the last land use date for Mr. Faustini to use the land next to the first tee is February 6, 2015. He asked the Commissioners to present concrete plans for the land at the next Commission meeting.
- Mr. Dray also asked the Commissioners to come up with some plans for the Clubhouse to address two needs. The first being a lack of storage space and the second being an underutilization of the lower level space. Mr. Dray asked for suggestions to be presented at the next meeting
- Mr. Dray received Commission consensus to expand the office on the top floor by 3 feet into the current Ladies Locker Room in order to more efficiently handle the volume of paperwork.
- Mr. Dray asked Mr. Nagashima if he had the list of jobs and timeframes for the maintenance staff. Mr. Nagashima replied that he would have it ready for the December meeting.
- Mr. Dray asked Mr. Nagashima if he was ready to discuss his overtime proposal for the next fiscal year. Mr. Nagashima responded that he would be ready in time for the December meeting.
- Mr. Dray pointed out the horrible condition of the carpet in the pro shop and asked Mr. Brown to get three quotes for a suitable replacement. Also, Mr. Faustini will be presented with a letter asking him to replace the common area rugs as well.
- Mr. Dray asked all Commissioners to submit a list of any clubhouse work they would like to see accomplished in the off-season now that there is a full-time maintenance worker assigned to the clubhouse in the winter.
- Mr. Brown informed the Commission that the current lease on the golf cars will be expiring mid-year for the next budget. His initial “ballpark” quote would be an additional 12% (6% for half the fiscal year) increase for new cars.
- Mr. Nagashima looked into the water bill and usage over the last several years. He found that the summer usage was not out-of-line and had been equally high on at least two previous summers. The problem was there was an 8.6% increase in water rates.

Concessionaire (Mr. Faustini):

None – did not attend.

Finance (Jonathan Turk):

October Revenue from POS System

Total Income (including carts)		
2013	2014	Change
\$176,255	\$162,375	-7.9%

Knolls (including carts)

2013	2014	Change
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\$142,529 \$137,231 -3.8%

Glen (including carts)

2013	2014	Change
\$35,465	\$28,545	-19.5%

October Round Analysis:

Knolls

2013	2014	Change
3,933	3,668	-6.7%

Glen

2013	2014	Change
1,698	1,445	-14.9%

Items of Note:

- Weather conditions have been colder this fall and therefore revenue numbers are lower than last year. Hopefully, we can continue to play golf into December. Mr. Turk thanked both Mr. Brown and his staff and Mr. Nagashima and his staff for their continued effort in making Tashua Knolls one of the best public golf courses in Connecticut.

Budget:

- The preliminary budget meeting was held last week with Mr. Turk, Mr. Dray, Mr. Brown, Mr. Nagashima and Mrs. Plumeau. Mr. Turk presented a preliminary budget which represented a 2.63% increase over last year primarily due to increases in the principal bond payments. Without the bond increases, the total budget represents a 1.4% total increase. Due to rates in utilities, the water account is being increased by 15%, the electric account is being increased by 12%, and the phone account is being increased by 2%. The only other changes are contractual salary increase and a reduction in the overtime account.

Correspondence:

- None

Old Business:

- Mr. Guzzi presented the Commissioners with a reminder of the Cart Maintenance position that was approved two years ago.

New Business

- The 2015 Golf Commission meeting schedule was proposed:

Mrs. Deal made a motion, seconded by Mr. DeLuca, to approve the 2015 Golf Commission meeting schedule as attached. Motion carried unanimously.

- Mr. Ponzio presented the Commissioners with a rendering of a plot of 9.5 acres of land next to the #1 green that may come up for sale. Mr. Ponzio stated that it is very early in the process, but if the land did become available, what would the Commission do with it. He asked that a memo with some ideas be presented to him in time for a December 5th Facility Utilization meeting.
- Mr. Ponzio also took the occasion to inform the Commissioners that both he and First Selectman Herbst felt that the Golf Commission was one of the best, if not the best, run Commission in the Town.
- Mr. Dray took the opportunity to thank Mr. Nagashima and Mr. Brown and the entire staff and Commissioners at Tashua for their effort at Tashua Knolls. He informed everyone that their individual efforts do not go unnoticed by everyone in the room. However, he did want to remind everyone that it is a team effort and that he wanted to see an end to any bickering between anyone. He stated that any changes that have been made are for the betterment of the golf course and not because of any one individual

Executive Session:

Mr. Turk made a motion at 8:40 PM, seconded by Mr. DeLuca, to move into Executive Session to discuss a contractual matter. Also invited to attend was Mr. Brown. Motion carried unanimously.

A motion to exit Executive session was made by Mr. Dray at 9:45 PM and seconded by Mr. Evans. Motion carried unanimously.

Adjournment:

A motion was made by Mrs. Deal at 9:48 PM; seconded by Mr. Guzzito adjourn the meeting. Motion carried unanimously.

Respectfully submitted,

Christine A. Plumeau
Golf Course Commission Clerk