

**Golf Commission Meeting
January 25, 2021
Minutes**

Members Present: Don Espach (Chairman) Joe Gaudiano (Vice-Chairman) (arrived 7:10 PM); Tom Cerulli; Tony Ciccaglione; Angelo Cordone; Richard DeLibro; Shelly Dowling; Frank Squiccimarro (arrived 7:18 PM); Diane Wheeler

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

Members Absent: None

Mr. Espach called the meeting to order at 7:00 PM.

Mr. Espach began by thanking Mr. Richard DeLibro for his nine years of service on the Golf Commission. Many of those years were in the role of Vice-Chairman. All fellow Commissioners and employees echoed Mr. Espach's comments that Mr. DeLibro was a man of reason, level-headedness and is very easy to work with. All will miss him. Mr. DeLibro stated that he enjoyed his time on the Commission and feels he leaves the group in capable hands. He also promised to keep in touch with everyone.

Mr. Espach also welcomed the newest Golf Commissioner, Mr. Tony Ciccaglione, who comes to us with vast knowledge of the electrical industry and project management. He will be a welcome addition to the House Committee. He has already jumped in with both feet to assist with two outstanding electrical issues caught between the UI and an electrical contractor. All welcomed Mr. Ciccaglione.

Review and Approval of Prior Minutes:

Review and approval of the Minutes of December 21, 2020 . . . A Motion was made by Mrs. Wheeler seconded by Mrs. Dowling to approve the minutes as is. Motion carried unanimously.
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Audience Participation:

- Mrs. Julie Jenkins, President Ladies 18-holers, thanked the entire staff and Commissioners at Tashua Knolls for their hard work and dedication in ensuring the safety of everyone at the golf course during 2020. As she is wintering in Arizona, Mrs. Jenkins said that many golfers there were disappointed that their golf courses were closed or did not provide proper safety procedures. She also reported that many of her fellow 18-holers stated they felt safe and very much appreciated that Tashua was open all most of the year.

Director of Golf Course Properties (Doug Snyder and Paul Lupo):

- Wild animal damage has been discovered on the greens and fairways. The areas will be repaired in early spring.
- The bunker sand project continues as weather permits.
- The Creek restoration project continues. Creeks #3, 8 and 15 have been completed. Creeks #7 and 16 are scheduled next as weather permits. Sr. Groundskeeper, Mr. Craig Romano, and seasonal employee, Mr. Tom Lyons, were commended by both Mr. Snyder and Mr. Squiccimarro on their

outstanding work on the project. In one particular area, they were asked to remove some rocks and designed a stone wall around a creek that looks as if it had always been there and beautifies the area tremendously.

- Mr. Paul Lupo is heading up the winter tree work. Most of the dead and dying trees have been removed. The areas still need to be cleaned from branches and the stumps ground down. Once that work is complete excess brush on the Glen will be removed.
- Winter equipment servicing continues.
- Winter work is taking place at the clubhouse including painting, electrical and other small projects.
- The maintenance department is currently hiring for greenskeepers, a gardener and janitorial services. Applicants can apply on the link on the tashuaknolls.com website or on the Town of Trumbull website.
- Mr. Snyder is reminding the public to PLEASE STAY OFF THE FROZEN PONDS AND GREENS.

Green Committee (Frank Squicciarro):

- The January Green Committee meeting was held at the maintenance barn with maintenance employees attending. Mr. Squicciarro and Mrs. Dowling introduced themselves to the staff and gave a little of their background. The employees were informed of the objectives and plans of the Green Committee and the Golf Commission. As a result of the meeting, a new coffee maker will be purchased for the maintenance shop.
- A new section of a wall was found on #5 Knolls. The wall was on original plans but was long overgrown.

Director of Golf Operations (Bobby Brown):

- Mrs. Plumeau and Mr. Mitchell French have been working on the transition of the existing POS and tee time data to the ForeUp software. Additional information to follow.
- We received a total of 13 application for starter/rangers. Mr. Ted Ambrosini will begin by interviewing six applicants the week of February 8th. He expects to hire four additional starter/rangers. We also expect to post for cart attendants in April as, hopefully, at some point we will return to business as usual.
- Mr. Brown has enjoyed some time away. He is attending the annual PGA show (which is virtual) this week.

House Committee (Angelo Cordone):

- After the season's first significant snowfall, the maintenance department utilized the snow rakes to remove snow from the clubhouse roof to prevent ice dams.
- At the end of December, one of the thermostats for the restaurant indicated an error code. In addition, both thermostats were set to the "off" position. Mr. Faustini's HVAC company (CAS) recommended no more than a 6 degree difference between heating and cooling settings and the heat should never been turned off. The error code was corrected, but the heat was still off. Mr. Faustini has been sent another reminder to keep the heat on.
- After calling various companies and contacting the golf cart manufacturer, it was decided to remove the damaged cupolas and repair the roof under them. A quote for \$2,258 was received

from Town vendor RAM Construction. The requisition has been approved and we are in the process of being put on the schedule to complete the repairs.

- After a 4-month delay, Mondo Septic finally performed the service on the clubhouse septic tanks as required by Mr. Faustini's contract. Mondo Septic returned several days after that. No reason for the return was given.
- Mr. Espach gave an update on the restaurant roof. Mr. George Estrada has been working with RAM Construction on an estimate for the repairs. Once received, he will write up specifications so that additional quotes can be obtained. We are continuing to work with the Town attorneys regarding the situation.

Concessionaire (Domenick Faustini):

- No report given.

Finance (Joe Gaudiano):

- The 2021/2022 budget has been delivered to the Town. A budget meeting with the First Selectman is scheduled for Friday, January 29th.
- The requisition for the aerator and greensmower were approved by the Town. Both items will be ordered.
- On the expense side, the reimbursable account is over and the full time salary account is under due to an employee on worker's compensation. The accounts will be corrected at the end of the fiscal year.
- Also on expenses, the remainder of the maintenance account is low for the fiscal year due to several unforeseen expenses. Mr. Gaudiano asked the Commission to approve a request that all non-essential maintenance expenses be approved by the Finance Committee through the end of the fiscal year.

A Motion was made by Mr. Gaudiano, seconded by Mrs. Wheeler that all non-essential maintenance items must have approval of the Finance Committee from now through the end of the current fiscal year. Motion carried unanimously.

Human Resources (Diane Wheeler):

- The evaluation for Mr. Doug Snyder has been completed and signed off. If any Commissioner would like a copy, they should contact Mrs. Wheeler directly.

Correspondence:

- A request was received from Mr. Owen Evans on behalf of the CSGA for Tashua to host the 2021 Connecticut Open qualifier on June 28th.

A Motion was made by Mrs. Wheeler, seconded by Mr. Squicciarro to approve the 2021 CSGA Connecticut Open Qualifier on June 28th for 100 players for cart fee only. Motion carried unanimously.

- An email was received from Mr. Ryan O’Leary, Arborist at Bartlett Tree Experts, who deemed several ash trees, seven cherry trees and one maple tree as dead, declining and hazardous. He stated that the should be removed over the winter for safety purposes.
- An email was also received from Mr. Ken Placko, Town of Trumbull Tree Warden, who agreed with Mr. O’Leary’s assessment that the trees in question were hazardous and should be removed.
- An email was received from Ms. Tatiana Solveny, Town of Trumbull Assistant Town Engineer, who gave her consent to several drainage projects throughout the golf course

Old Business:

- **Golf Cart Lease** (Joe Gaudiano): The Town Council Finance Committee approved the new EZ-Go golf cart lease on January 25th. The Town Council will have the final vote on February 1st. The new carts are set for delivery on March 15th. Due to the fact that we might be open for play by that date, the carts will go through final assembly at an off-site location so that play is not interrupted
- **Advanced Tee Time Reservation Policy Update** (Tom Cerulli): The process of downloading our customer database to the new ForeUp software continues. Several questions have come up which are being answered one at a time. The Tee Time Committee has held two meetings with the purpose of developing a proposal, for Commission vote, for implementing an automated tee time system for Saturday, Sunday and holidays. If adopted, the new system would eliminate in-person racking. A detailed procedure will be provided prior to February’s meeting. Mr. Espach asks that each Commissioner carefully read and think about the proposal and be prepared to discuss it at the meeting.

New Business:

- None

Adjournment:

A motion was made by Mr. DeLibro at 7:30 PM; seconded by Mr. Squicciarro to adjourn the meeting. Motion carried unanimously.

Respectfully submitted,
Christine A. Plumeau
Golf Course Commission Clerk