

**Golf Commission Meeting
December 21, 2020
Minutes**

Members Present: Don Espach (Chairman) Richard DeLibro (Vice-Chairman); Tom Cerulli; Angelo Cordone; Shelly Dowling; Joe Gaudiano; Frank Squiccimarro; 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.

Review and Approval of Prior Minutes:

Review and approval of the Minutes of November 23, 2020 . . . A Motion was made by Mr. Delibro seconded by Mr. Squiccimarro to approve the minutes as is. Motion carried unanimously.

Audience Participation:

- None

Election of Officers:

Mrs. Wheeler moved to nominate Don Espach as Chairman of the Golf Commission for 2021, seconded by Mr. Cerulli. There being no further nominations, the clerk cast one unanimous ballot for Don Espach.

Mr. Espach moved to nominate Joe Guadiano as Vice-Chairman of the Golf Commission for 2021, seconded by Mr. Squiccimarro. There being no further nominations, the clerk cast one unanimous ballot for Joe Gaudiano.

The entire Commission thanked Mr. DeLibro for his many years serving as Vice-Chairman of the Golf Commission.

Director of Golf Course Properties (Doug Snyder):

- Mr. Snyder began by thanking his staff, Mr. Brown and staff, and the entire Commission for going above and beyond during the Covid pandemic. It was a very challenging year with staff restrictions, changing maintenance and sanitizing procedures. Because of the tremendous job done by the entire staff, the golfers enjoyed a great golf course in 2020.
- The mowing of greens ended on December 14th. The staff applied plant protectant against winter diseases. Because the snow came immediately after closing day, the staff was not able to apply a sand topdressing to the greens to protect them from low temperatures. If temperatures moderate, the topdressing will be applied.

- Extra sod from the #13 project was utilized on several Glen Fairways and approaches.
- The bunker sand project is progressing. The next bunkers to be worked on are #16 and 17 Knolls and #6 and 7 Glen, weather permitting.
- Groundskeeper, Mr. Craig Romano, led a team who did a great job on the #13 fairway expansion project. The fairway was leveled, expanded, sodded and a Bio Barrier was installed to prevent tree roots from encroaching into the area.
- Mr. Snyder co-authored Best Management Practices (BMPs) for the Connecticut Golf Industry.
- The irrigation system has been winterized for 2020.
- All equipment will be serviced in the off-season including a thorough cleaning, sharpening and fluid change.
- Mr. Lupo informed the Commission on the damage the Emerald Ash Borer has done to virtually every ash tree on the golf course. Approximately 30 ash trees must be removed this winter as they are either dead or severely damaged by the disease. The trees represent a very real safety hazard to golfers as they may fall down during windy conditions. The good news is that in many areas where the ash trees are being removed, there are several healthy oak and maple trees that will now be able to grow and flourish.
- The staff will also clean and refinish all on-course accessories including tee markers, trash cans, and benches.
- Brush work on the Glen and stone wall clearing will also continue if conditions permit.
- Mrs. Wheeler informed the Commission that the process of reviewing staff members for the season is progressing. The Green Committee has met with Mrs. Wheeler and Mr. Espach to begin discussing Mr. Snyder's review. If any other Commissioner has a comment, they should contact Mrs. Wheeler.
- Mr. Snyder is reminding the public to PLEASE STAY OFF THE FROZEN PONDS.

Green Committee (Frank Squicciarro):

- Mr. Squicciarro also thanked the Green Committee, Mr. Snyder and staff, Mr. Brown and staff and Mr. Ambrosini and staff for the amazing job they did all year.
- Mr. Squicciarro wanted to stress to the public that there is "No Trespassing" on the golf course when the course is closed. There are safety concerns around the ponds and creeks, the tree removal process, digging for drainage ponds and hidden bunkers. These all represent a hazard to individuals on the course.
- Mr. Gaudio asked about the affect the increased amount of play on the Glen will have on the course. Nearly 8,000 more rounds were played on the Glen this year than the course is rated for. He is concerned about the fact that the course may not hold up. Both Mr. Squicciarro and Mr. Snyder responded that several changes were made and will continue to be made on the course to increase its playability. These include aggressive aerification, increased topsoil, drainage repairs, brush removal, new more sturdy grass seeds and better mowing patterns.

Director of Golf Operations (Bobby Brown):

- Mr. Brown began by stating that he was happy that he would continue on with Tashua Knolls for the next few years. He thanked his staff and everyone involved with the golf course for the support and great work during the difficult and sometimes scary year. Mrs. Wheeler joined in to say how much the Commission appreciated Mr. Brown's dedication to Tashua Knolls, his tremendous patience and his wonderful management of the operations.

House Committee (Angelo Cordone):

- The pumping of the clubhouse septic pumping has again been delayed until at least January.
- Mr. Faustini repaired the missing backflow preventer to the dishwasher in the kitchen. The re-inspection date from Aquarion was moved to the end of December.
- The contract for the quarterly sprinkler system inspection was signed and a Purchase Order was issued by the Town.
- An update was given by Mrs. Plumeau on the condition of the roof over the restaurant banquet room. Two contractors from the Town recently inspected the roof. The first inspection occurred approximately three weeks ago. That company declined to provide a quote. The second contractor inspected the roof today. Although a report must be written, both companies verbally gave the same assessment. The entire roof over the banquet area is damaged including shingles, underlayment, plywood, drainage system and flashing. The roof is in extremely poor condition. The entire section of roof from dormer to dormer and peak down must be replaced. Until the roof is taken down, no assessment can be made of the wooden structure underneath. However, due to the extent of the damage, it is highly likely that replacement of some wood structure will be required there as well. Mr. Espach informed the Commission that once the assessment is received, a meeting will be held. And he is deferring any additional comment until that meeting. The Commissioners should be prepared to attend an emergency meeting on the issue.

Concessionaire (Domenick Faustini):

- No report given.

Finance (Joe Gaudiano):

- November and December income and rounds were above average. The course will also finish the calendar year above our 5-year average. However, on a fiscal year basis, the loss of the seven weeks of income in the spring will affect our retained earnings for July 2020 however, the affect should be positive for July 2021.
- Mr. Gaudiano presented an updated expense snapshot. Both the Overtime Salary and Maintenance accounts are trending higher than normal. Mr. Snyder has calculated the overtime through the remainder of the fiscal year and will monitor that account. Mr. Snyder also preordered some maintenance supplies in anticipation of the full time mechanic going out on workers compensation. He will closely monitor that account as well.
- A recent history of the retaining earnings and transfers was presented as an FYI to the Commissioners.
- The Town Council approved the transfer of funds to the capital account for the purchase of a greensmower and aerator. It is anticipated the funds will be transferred to the golf course after the first of the year.
- A request was made by the Town for a people-mover golf cart to be donated to the Senior Center and a utility vehicle to be donated to Trumbull High School. After reviewing the fleet and discussing the matter, it was determined that two carts left over from our 2010 lease could be donated. Both will be replaced with the new cart lease and are no longer necessary.

A Motion was made by Mr. Cerulli seconded by Mrs. Wheeler to approve the donation of a people-mover golf cart to the Town's Senior Center and a utility cart to Trumbull High School. Motion carried unanimously.

- Mr. Gaudiano then asked if any Commissioner had any questions or changes to the draft budget that was presented at the November Commission meeting.

Mrs. Wheeler made a motion seconded by Mr. Cordone, to approve a budget of \$2,126,508 for the 2020/21 fiscal year with the understanding that there may be some adjustments in the salary, utility, and reimbursable accounts. Motion carried unanimously.

Correspondence:

- An email was received from the Men’s Club outlining their schedule for the 2021 season. As the request is within current Rule and Regulation guidelines, the request was granted.

Old Business:

- **Golf Cart Lease** (Joe Gaudiano): The Town is working with EZ-Go to review and sign the contract for the new fleet of golf carts to be delivered in February.
- **Advanced Tee Time Reservation Policy Update** (Tom Cerulli): The contract for the new ForeUp software was reviewed by the Town’s IT Department and the Town Attorney. Minor modifications were made to the contract by the vendor. The contract is now with the Town Finance Director for signature.
- **ATK Contract Update** (Don Espach): The new contract for ATK Golf Services Inc. has been signed by the Town by First Selectman Tesoro and Mr. Brown.

New Business:

- Mr. Brown informed the Commission that a December storm split a beautiful tree on the 15th hole. The damage was extensive and the tree had to be removed. The stump will be ground down before the start of the season.

Adjournment:

A motion was made by Mr. Squicciarro at 8:54 PM; seconded by Mrs. Wheeler to adjourn the meeting. Motion carried unanimously.

Respectfully submitted,
Christine A. Plumeau
Golf Course Commission Clerk