

Mayor
David Martin



Director of Operations
Ernie Orgera

Superintendent of Recreation
Laurie Albano

Golf Course Superintendent
Michael Sullivan
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DRAFT

Office of Operations
E. Gaynor Brennan Municipal Golf Course
451 Stillwater Road
Stamford, CT 06902

Golf Commission
Robert Tyska, Chairman
Ned Lindstrom, Vice Chair
Alice Lyons
Thomas Birkett
Michael Briscoe

Minutes of the E. Gaynor Brennan Golf Commission December 19, 2017 Meeting

Present were:

R. Tyska, T. Birkett, M. Briscoe

Absent: N. Lindstrom, A. Lyons

Staff: M. Sullivan, L. Albano

Public: None

Chairman Tyska called the meeting to order at 6:17 pm.

Adoption of the Agenda

Mr. Briscoe made a motion to accept the agenda, as presented. Seconded by Mr. Birkett.
Motion passed unanimous.

Reading of the Minutes

Mr. Briscoe made a motion to accept the minutes from the September 26, 2017 meeting. Seconded by Mr. Tyska. **Motion passed 2-0-1 unanimous**

Comments from the Public

No Public present

Monthly Report

Mr. Sullivan gave a brief fiscal report for the month of November 2017. Rounds for the month were down.

Mr. Sullivan expressed concern, with revenue being down and that we are taking \$180,000 out of the fund for the tee project. He also reported that he received a call, from OPM stating that our capital project for the bunkers, had a negative balance of \$89,000. He reported they were going to look into whether or not there was a transfer from our fund to cover that. Mr. Sullivan reported that he asked if that balance had to be encumbered from our fund, if it could be from our current capital projects and OPM said that it could.

Mr. Tyska began a discussion about the expense summary report and salary line items being over budget. Mr. Sullivan reported that it could be a matter of a coding error.

Ms. Albano reported that would show Mr. Sullivan that you are able to code salary and overtime items in the Kronos Timekeeping software.

Supt. of Greens Report

Mr. Sullivan gave a brief report on the Golf Course. He reported that the 8th green had covered for the winter and a cup had been placed in the practice green to use in place of the 8th green. He reported that the golf course would be re-opening. He also reported that tee markers have been moved forward.

Mr. Sullivan also reported on the new painting done by the staff in the meeting room.

Mr. Birkett discussed an idea to offer our shower/ locker room to homeless people during the winter months when we are closed. He proposed offering this and perhaps the mayor would assist in the funding for bathroom renovations. A brief discussion was held discussing possible issues as towels and security.

A brief discussion was held on the ADA survey done throughout the city.

Greens Committee

Nothing to report

Personnel Committee

A brief discussion was held regarding staffing, as well as the retirement of Laborer, Daniel Rodriguez

Finance Committee

Nothing to report

House Committee

Nothing to Report

Pro-Shop Committee

Mr. Sullivan reported that he received a letter from Ms. Aulenti, requesting the Golf Shop be allowed to close during the months of January and February. During this time, if the course was open, our staff would sell carts, keeping all the revenue.

Mr. Briscoe made a motion, seconded by Mr. Birkett, accepting the letter from Angela. **Motion passed unanimous**

Union Business

Nothing to report

Correspondence

Nothing to report

Request for use of the Golf Course

Nothing to report

Old Business

Mr. Sullivan reported the parking lot has been well received and was easier to plow. It was reported that we lost a few spots with the reconfiguration. Mr. Sullivan thanked the Highway department for use of their light tower while waiting for lights to be hooked up. He also reported that new spot lights had been powered up. Light were not placed where it was originally discussed, however, they may be adding another spotlight

Mr. Sullivan thanked the engineering Department and well as members of the Highway Department, as well as the Traffic and Parking Department, for their assistance in getting the parking lot done.

Mr. Tyska reported that we needed to discuss the clubhouse work that needs to be done.

Mr. Sullivan reported that the contract process was in the works with the tee project bidder.

A brief discussion was held on the junior tee markers.

Mr. Sullivan reported that he would send an email to the Mayor's office to make sure the rate proposal is going to the Steering Committee.

Mr. Tyska reported we will need to begin working on the new Golf Shop proposal in the new year.

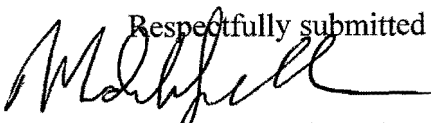
New Business

Ms. Albano discussed new signage to be placed in the parking lot. A sign at Oak Hills Park GC stating no outside alcohol permitted on the course was discussed. Locations for sign placement was discussed. Signs will also be placed around the lot stating no overnight parking.

Mr. Tyska reported on the meeting schedule for 2018. Mr. Briscoe made a motion, seconded by Mr. Birkett to accept the meeting schedule as presented. **Motion passed unanimous**

Mr. Briscoe made a motion to adjourn the meeting, seconded by Mr. Birkett. **Motion passed unanimous.**

Meeting ended 7:20 pm

Respectfully submitted

Golf Course Superintendent