

To: NGCA Members  
From: Barney Caulfield, Chairman NGCA  
Re: Minutes of NGCA monthly meeting of February 15, 2017

**Members Present**

Bernard Caulfield  
Charles Whitty  
J.P. Mereen  
Richard Strouse  
David DiBattista  
Richard Podurgiel  
Michael Driscoll

**Others Present**

Bruce Morse, Superintendent  
Mike Svab, Pro Manager  
Jim Homiski, Member's Club

**Call to Order**

- Chairman Caulfield called the February 15, 2017 meeting of the Norwich Golf Course Authority to order at 7:10 p.m.

**Minutes**

- A motion to approve the minutes of the January 18, 2017 meeting of the Norwich Golf Course Authority was made by Mr. Podurgiel, seconded by Mr. DiBattista, and approved unanimously.

**Financial Report**

In the absence of a representative of the finance department a motion to receive the financial report was made by Mr. DiBattista, seconded by Mr. Mereen and approved unanimously.

Total revenues received in January 2017 were \$10,643.15, \$3,356.85 under budget and approximately \$5,000 under January 2016 figures.

Expenses in January 2017 were \$58,455.52, \$5,769.76 over budget and approximately \$3,000 over the January 2016 expenses.

The cash balance at the end of January 2017 is a \$-22,164.

## **CORRESPONDENCE**

Chairman Caulfield reported he had received a request which he would review.

## **CADDY SHACK**

The Caddy Shack is paid in full through the end of February 2017 on the 2017 year lease.

## **COMMITTEE REPORTS**

- **Chairman's Report**

Chairman Caulfield indicated the Authority has received a draft Memorandum of Understanding (MOU) from the finance department of the city of Norwich regarding the services provided by the finance department under an annual fee. This proposed MOU will be on the agenda of the March meeting for consideration and action. Chairman Caulfield also reported that he had advised the city manager's office of the distribution of copies of the code of ethics to the members of the Authority and staff at the golf course.

- **Alternate Water Conservation Proposal**

Mr. Mereen reported that he, Mike Svab and City Manager John Salomone had met with Mr. David Steiger of the DEEP to review the proposed project. The necessary steps were discussed including the Authority's request to be able to remove and dispose of materials excavated, including disposal by sale.

Mr. Steiger will be drawing up forms and arranging for a review of the same by the commissioner of the DEEP. The cost and financing of the project was again discussed with the city manager.

Mr. Mereen also reported that he had made arrangements to have sieve tests done by students in a soil sciences class at Three Rivers Community College under the supervision of their professor.

- **Greens Committee**

No report presented.

- **Planning Committee**

No report presented.

- **Beautification Committee**

Mr. Morse and Mr. Podurgiel discussed the acquisition of flowers and plantings for the 2017 season. Mr. Morse has located a nursery which had very high quality products.

- **Marketing Report**

No report presented.

- **Budget Committee**

No report presented.

- **Superintendent's Report**

No report presented.

- **Pro Manager's Report**

No report presented.

- **Member's Club**

Mr. Homiski noted that he had given the Authority a member's club check for \$800 to cover the member's club share of the cost of prism-equipped flagsticks.

## **Adjournment**

A motion to adjourn the meeting was made at 7:45 p.m. by Mr. DiBattista, seconded by Mr. Podurgiel, and approved unanimously.