

To: NGCA Members
From: Barney Caulfield, Chairman NGCA
Re: Minutes of NGCA monthly meeting of September 21, 2016

Members Present

Bernard Caulfield
J.P. Mereen
Richard Podurgiel
Michael Driscoll, 7:15
Richard Strouse
David DiBattista

Others Present

Bruce Morse, Superintendent
Mike Svab, Pro Manager
Sandra Kuchta, Finance Department
Bob Malouf, Member's Club

Call to Order

- Chairman Caulfield called the September 21, 2016 meeting of the Norwich Golf Course Authority to order at 7:00 p.m.

Minutes

- A motion to approve the minutes of the August 17, 2016 meeting was made by Mr. DiBattista, seconded by Mr. Podurgiel and approved unanimously.

Financial Report

Sandra Kuchta presented the financial report.

Revenues for the month of August 2016 were \$134,697.43 compared to budgeted revenues of \$145,053.67, \$10,356.24 under budgeted revenues and \$5,317.35 under August 2015 revenues.

Year to date revenues for August 2016 were \$922,053.91 compared to budgeted revenues of \$923,184.93, \$1,131.02 under budgeted revenues and \$13,066.72 over year to date August 2015 revenue.

Expenses for the month of August 2016 were \$107,503.77, compared to budgeted expenses of \$115,316.97, \$4,813.20 under budgeted expenses and \$11,164.87 over August 2015 expenses.

Year to date expenses for August 2016 were \$788,426.46 compared to budgeted expenses of \$777,538.62, \$10,887.84 over budgeted expenses and \$28,505.73 over year to date August 2015 expenses.

Revenues were in excess of expenses in the month of August 2016 by \$24,193.66. Revenues were in excess of expenses year to date August 2016 by \$133,627.45, compared to budgeted figures of \$145,646.31, \$12,018.86 under the budgeted figure.

Cash balance at the end of August 2016 was \$197,309.49.

The Caddy Shack restaurant lease balance was paid in full as of the end of August 2016 with a \$1,750 balance on the lease payment due in September 2016 as of September 21, 2016.

A motion to accept the financial report was made by Mr. Mereen, seconded by Mr. DiBattista, and approved unanimously.

CORRESPONDENCE

No correspondence presented.

COMMITTEE REPORTS

- **Chairman's Report**

No report presented.

- **Clubhouse Committee**

No report presented.

- **Greens Committee**

Mr. Strouse reported through Mr. Morse that work area is going slowly due to other commitments at the course. Assisted by a landscaper who donated time and materials, a number of plants were added to ornamental areas and pruning work has taken place.

- **Planning Committee**

No report presented.

- **Marketing Committee**

No report presented.

- **Beautification Committee**

Mr. Podurgiel noted that there are many chrysanthemums installed at the course and complemented the pruning work.

- **Budget Committee**

At the request of Mr. Whitty, Ms. Kuchta advised the Authority that the city will be changing its insurers this year to CIRMA and recommends that the Authority change its insurance from the present carrier to CIRMA. Both USI and Bill Hathaway have reviewed the coverages, deductibles, premium and loss history and risk and recommend the change. The workers' compensation insurer will remain the same. The premium on the liability side for the upcoming year will be reduced by approximately \$11,000. There will be larger deductibles, however. This matter will likely be brought up again at the next meeting or at the budget process.

- **Superintendent's Report**

Mr. Morse noted that there has been improvement of the greens damaged during the summer. He anticipates aerating the greens on Monday and Tuesday of next week. His expenses for seed, fertilizers, and bio-stimulants have been more than anticipated due to the need to repair damaged areas of the greens.

Mr. Morse also indicated he has limited manpower available to deal with issues at the course and some projects are proceeding slowly or may need to be deferred.

- **Pro Manager's Report**

Mr. Svab reported that the Authority has received the total of \$27,000 to date from the GolfNow program. Revenues under the program had been anticipated at \$16,000 so it has been a successful program. Among other things, it fills times which otherwise would be vacant.

Mr. Svab discussed a request which had been made at the Norwich Free Academy to use the Norwich Golf Course as its home course for its men's and women's golf teams in 2015 and thereafter. He also discussed a request by NFA to hold its Wildcat Scramble as part of the NFA homecoming week, the Scramble to take place on Sunday morning October 16, 2016 at 9:00 a.m. The organizers of the event expect a large turnout.

A motion to approve this request with respect to the scheduling of the Wildcat Scramble on October 16, 2016 was made by Mr. Podurgiel, seconded by Mr. Mereen and approved unanimously.

- **Member's Club**

Mr. Malouf reported that the member's club would like to recognize the winners of the men's and women's club championships by a designating parking space for the winner of each event in the parking lot. Signs will be arranged for the two parking spaces recognizing the then title holders' achievement.

A motion to approve the request to start next season, subject to suitable location being determined, was made by Mr. Mereen, seconded by Mr. Strouse and approved unanimously

Mr. Mereen reported on continuing investigation and planning with respect to developing an on-course water supply. Mr. Mereen and Chairman Caulfield have met again with Mr. Gordon Binkhorst of ALTA and received verbal estimates it will cost between \$12,000-15,000 to sink three wells for evaluation purposes and approximately \$25,000 to monitor the same for permitting. Mr. Mereen has met with the city planner and advises that the project will require a review by the Inland Wetlands Commission as well as the issuance of an excavation permit at some point. Mr. Mereen also advised of discussions he has had with Mr. Bilda of Norwich Public Utilities regarding work to be done on lines running from the Stony Brook Reservoir, including a general discussion about the possibility of obtaining untreated water from the Stony Brook Reservoir and transporting the same via newly lined or new pipes to the Norwich golf course property. Mr. Mereen and Chairman Caulfield will continue their research and evaluations.

Adjournment

A motion to adjourn the meeting was made at 7:52 p.m. by Mr. DiBattista, seconded by Mr. Podurgiel, and approved unanimously.