

WESTBOROUGH COUNTRY CLUB OPERATING COMMITTEE
MEETING MINUTES

Date: June 14, 2016

Location: Meeting Room, WCC

Convened: 7:02 p.m.

Adjourned: 8:26 p.m.

Committee Members Present: John Arnold, Dexter Blois, Jim Willwerth, Dave Hall, Katie Welch.

Other Attendees: Jack Negoshian, Mike Hightower, Jessica Thomas, Don Bouffard.

Open Forum: Ms. Patty Russell was present to address the Committee. She is working with a couple of local businesses at Bay State Commons (Ted's Montana Grill & Steinmart) and asked for the Committee's approval to hold a few outdoor events at the Country Club in order to attract business to both venues. Ms. Russell explained that the nice summer weather makes it ideal to be outdoors and she wanted to put up a tent on the other side of the putting green to host these occasions. Mr. Willwerth asked if people attending would also be playing golf and Ms. Russell said that would be an option. Mr. Blois was concerned with being in competition with the restaurant since these outings would include food and refreshments. Ms. Russell mentioned that food may be involved and she would take care of putting up the tent and having tables and chairs available. Ms. Welch felt that these events would have more to do with marketing for Ted's and Steinmart, since folks attending would be encouraged to visit Bay State Commons. Mr. Arnold was in favor as long as Ms. Russell oversees these outings, follows policies, and disposes of any trash. Ms. Russell mentioned that she would collaborate with Mr. Negoshian so events are held on slow days, such as Mondays and Thursdays, which will minimize interference with normal operations. Mr. Negoshian said that folks could get out on the course between 9:30 and 10:00 to play nine holes. Mr. Willwerth made a motion to accept Ms. Russell's proposal to host a few outdoor marketing events at the Country Club per restrictions noted and Mr. Blois seconded for discussion purposes. Mr. Blois was still unsure how the food aspect at these outings would work. Ms. Russell mentioned that she spoke with Town Manager, Jim Malloy, and he left it up to the Committee to decide. Mr. Willwerth pointed out that the times discussed for these outings are quiet. There was a question about informing the restaurant. Mr. Arnold felt that the Committee can address this topic with the restaurant if it comes up. Voted: 5-0-0.

Minutes: Mr. Blois made a motion to approve the minutes of April 13, 2016 and Mr. Willwerth seconded. VOTED: 4-0-1 (abstention: Blois).

Since there wasn't a quorum for the May meeting, minutes were not necessary.

Budget/Membership: Mr. Blois referred to the budget and noted this year's revenue compared to next year's budget, which doesn't include any remaining funds in open articles. Mr. Blois wanted to put a hold on any spending between now and fiscal year end on June 30, 2016. Mr. Hightower pointed out that he did just place an order for approximately \$1,000 for parts since he had a machine that was down. Mr. Blois recommended better communication and control over Purchase Orders and spending. Mr. Hightower suggested reviewing finances and spending each year around May 1st as we approach fiscal year end to see where we are at.

Mr. Blois noted that memberships are down slightly.

Greens Superintendent: Mr. Hightower was concerned with vehicles parking on the grass when the restaurant is busy or hosting a special event. He felt provisions should be in place and suggested a valet service or checking with the church located across the street about using their lot for overflow parking. Mr. Hightower noted that parking along West Main Street was dangerous and a safety issue. Mr. Blois made a motion that the Committee write a letter to the restaurant mentioning their concerns with parking on the grass and along West Main Street since the Town is responsible for everything outside of the restaurant. Mr. Hightower suggested having a conversation with Town Manager, Jim Malloy, or having the police ticket cars. Mr. Blois wasn't sure it was a violation since there aren't any signs posted that say "no parking". Mr. Hightower again mentioned it was a safety issue. Mr. Blois retracted his motion. He will speak with Mr. Malloy tomorrow. Depending on the outcome of that conversation, he may also follow up with Police Chief Gordon.

There was a discussion about the condition of the course. The Committee felt it was in great shape. Mr. Arnold mentioned that some clean up was needed on the fourth tee by Mr. Hightower's crew. Money remaining in open articles was noted. Mr. Blois wanted to wait to see what the cost of completing paving the cart paths was before scheduling any other work. Mr. Hightower mentioned that he would like to complete some drainage work on 4 in August when it is slow. He'd also like to remove the cart path on 4 and fix the cart path at 5. Mr. Blois requested that Mr. Hightower get a quote from Mike Johnson for this work so the Committee has an idea of a "not to exceed" number. Mr. Hightower mentioned that he would provide his support in getting this work completed as well. Mr. Blois asked about the gate on Mill Road and keeping it locked, and Mr. Arnold agreed. Mr. Hightower said he will make sure it is locked. There was a discussion about hiring JB Sawmill to come in and clean-up trees and branches. It was noted that they usually come in every other year. Mr. Hightower mentioned installing piping and pesticides for aquatic weeds in the pond. Now that maintenance activities on the course are slowing down, he will address cleaning and skimming out the pond. Mr. Hightower also noted that the DPW comes in to clean out the catch basins when Mr. Hightower calls. He'd like to get on a regular schedule of having the catch basins cleaned out twice a year. Mr. Arnold asked about course maintenance and Mr. Hightower noted that he will be aerating this week and punching next week. He mentioned that he vented the greens earlier this week with 1/4 inch tines and next week will vent again with 3/8 inch tines, which are more invasive but necessary for the greens.

Golf Professional: Mr. Negoshian reported that the WASA tournament is staying at the Westborough Country Club. They will go to the Knights of Columbus after the tournament for a catered event since the restaurant was unavailable to accommodate their group within their price range. Mr. Negoshian mentioned that he is encouraged with Ms. Russell's proposal for outdoor outings, which will hopefully bring in new business. He reviewed upcoming tournaments scheduled for the remainder of the month. Mr. Negoshian noted that greens fees are currently at about \$13,000 so far for June. He pointed out the recent windy weather and hopes the weather for the rest of the month improves. Mr. Negoshian mentioned the ladies group from Marlborough that plays on Tuesday evenings and the difficulties with the restaurant accommodating leagues. There was a discussion about alternatives to the restaurant for large groups looking for food service after playing.

Old Business: Mr. Arnold noted that the posts are up for the netting. He called the fence company and mentioned they may need a crane and reinforcing bars in order to finish the installation. Mr. Arnold will follow up to make sure this job is completed.

New Business: The Petersen tournament scheduled for Saturday, September 24th was noted. Mr. Negoshian mentioned that it would be shot gun style and they usually get about 72 players who sign up to participate. The tournament should be done in a few hours so the course will open after that, with food likely catered at the Knights of Columbus. Ms. Welch made a motion to approve the request to hold the Petersen tournament on September 24th and Mr. Willwerth seconded. Voted: 4-0-1 (abstention: Blois). Mr. Blois pointed out that his sister and brother-in-law plan the tournament but he himself is not a part of the process.

Re-organization of the Committee for the upcoming fiscal year was reviewed. Mr. Blois made a motion to have Mr. Arnold remain as Chairman of the CCOC for another term and Mr. Hall seconded. Voted: 4-0-1 (abstention: Arnold). Mr. Arnold made a motion to appoint Ms. Welch as Vice-Chair. Voted: 4-0-1 (abstention: Welch). Mr. Blois will remain in his role overseeing the budget and Mr. Willwerth and Mr. Hall will manage new memberships. Mr. Blois pointed out that the Town Accountant's office should be made aware that Ms. Welch is now authorized to sign off on paying bills as Vice-Chair.

Mr. Blois asked Mr. Bouffard if he was planning on sending a letter to the Board of Selectmen indicating his interest in becoming a non-voting member of the Committee and he said he was.

There was a brief discussion about changing the meeting night for the CCOC from the second Wednesday of the month to the second Tuesday. The Committee was in agreement to move the meeting to the second Tuesday of the month.

Adjournment: Having no further business, Mr. Hall made a motion to adjourn the meeting at 8:18 p.m. and Mr. Blois seconded. It was noted that the next CCOC meeting is scheduled for Tuesday July 12, 2016.

Formal approval for two medical leave of absence requests was needed. The Committee reconvened at 8:25 pm in order to approve refunds for Gary Bowman and Curtis Bramley retroactive to June 1st since there wasn't a quorum at the last meeting. Voted: 5-0-0.

The Committee re-adjourned at 8:26 pm.

Respectfully submitted,

Jessica Thomas, Administrative Assistant

Approved:

John Arnold, Chairman