

**GOLF COMMISSION  
REGULAR MEETING  
NOVEMBER 12, 2014**

The Golf Commission held their Regular Meeting on Wednesday, November 12, 2014 at the Orchards Golf Course, in the clubhouse. Chairman Austin called the meeting to order at 5:30 p.m.

I. Roll Call

Commission Members Present

G. Amato  
R. Peruzzi  
J. O'Connell  
M. Blake  
D. Worroll  
W. Healey  
R. Austin

Also Present

J. Fabrizio Tournament Turf Care  
V. Fabrizio, Tournament Turf Care  
J. Smith, Tournament Turf Care  
J. Newlan, Orchards Golf Course  
K. Dalton, Orchards Golf Course

II. Public Comment

None.

III. Consideration of Minutes – October 8, 2014

Commissioners' Amato and Peruzzi made and seconded a motion to approve the minutes of the Regular Meeting held October 8, 2014 as presented. Motion carried unanimously.

IV. Chairman's Report

Chairman Austin stated he would entertain a motion to dispense with the December meeting unless business comes up requiring the attention of the Commission. He stated it has been a past procedure for this Commission not to meet in December, unless necessary.

Commissioners' Amato and Blake made and seconded a motion to dispense with the December meeting, unless business should come to the Commission requiring immediate attention. Motion carried unanimously.

Chairman Austin also reported he received the necessary paperwork from the Purchasing Department to pay C.R.I.S. He explained the necessary procedure for a vendor if they have never done work in Milford. He also reported progress on the garage, but stated he would defer to Commissioner Healey further in the agenda. Chairman Austin also noted he continues to hear good things about the course and that it is in good shape. He thanked Tournament Turf for all of their hard work.

## V. Committee Reports

a) Planning Committee – Commissioner Healey reported he received an invoice from Bogan Properties in the amount of \$600.00 for the tree work and clean up along North Street.

Commissioners' Amato and Peruzzi made and seconded a motion to approve payment to Bogan Properties in the amount of \$600.00 for removal of trees and clean up along North Street near the location of the new garage building at the Orchards Golf Course.

Commissioner O'Connell asked if the funds could come out of the building project, seeing that the trees are dead and needed to remove so they did not fall onto the new building.

Commissioner Healey commented them monies would come from the contingency.

Commissioners' O'Connell and Amato made and seconded a motion to move \$600.00 from the building contingency fund into the building fund account for the removal of the trees in order to protect the new maintenance building. Motion carried unanimously.

On the main motion, motion carried unanimously.

Commissioner Healey reported he received an email from the contractor reporting the foundation work had been completed and that the overhead doors would go in next week. He also reported the utility work should begin next week. Commissioner Healey also spoke about the final grading work around the building which he noted it substantial. He stated weather could play a role in the completion of that work. He also spoke of a catch basin which needed to be raised. He stated the final work would be the fence installation. Commissioner Healey reported he asked for a price to upgrade the lighting to LED's. He also reported he received an invoice for payment application. He explained he billed for the steel shell of the building which is not done as yet, so he reduced that portion from the invoice. Commissioner Healey stated he would like the Commission's approval to pay Prindle Hill Construction.

Commissioners' Healey and Amato made and seconded a motion to approve payment to Prindle Hill Construction in the amount of \$63,249.10 for payment application #3 for the maintenance building at the Orchards Golf Course. Motion carried unanimously.

Commissioner Healey also reported he spoke with Mr. Fabrizio regarding last month's approval to plant trees along holes 6 & 7. He stated unfortunately it was too late in the season so they will have to wait until spring.

Mr. Fabrizio stated the trees were of inferior quality.

Commissioner Healey stated in light of this Commission electing not to hold a December meeting he stated he would like the Commission's authorization for a December payment to Prindle Hill.

Commissioners' O'Connell and Peruzzi made and seconded a motion to approve payment to Prindle Hill Construction for payment application #4 for the maintenance building at the Orchards Golf Course, provided the invoice was fully scrutinized by Commissioner Healey. Motion carried unanimously.

b) Financial Advisor –Commissioner Worroll reported as follows: Repair and Maintenance Account \$15,493; Secretarial fees \$400; water account \$14,768; Fund 18 \$67,339 and Golf Open Space Account \$87,678.

Commissioner Worroll also reported he received from the City Attorney a signed one-year extension of the contract for Tournament Turf.

Commissioner O’Connell reported there have been some major changes regarding the development on North Street. He updated the Commissioner and stated he would continue to do so as information became available. He stated basically there is nothing negative, but nothing positive at this point.

Commissioner Worroll stated some time ago this Commission discussed increases in the rates. He stated he would like to add that under New Business tonight.

#### VI. Unfinished Business

a) Update – tree line – planting of deer resistant trees – as reported earlier, will have to wait until the spring as the trees were of inferior quality at this time of the year.

#### VII. Management’s Report (Tournament Turf Care, LLC)

Mr. Smith stated it was bittersweet for him as they say good-bye and thank you to Jack Newlan for his years of service to the Orchards Golf Course. He stated Mr. Newlan would be moving down south. He stated as to good news he was pleased to announce Karen Dalton would be the new manager and welcomed her on board.

Mr. Newlan thanked the Golf Commission for their help and support over the years.

Mr. Smith also reported they would blow out the aerigation system tomorrow.

Mr. Newlan reported they have been having trouble with one of the golf carts. He stated a representative came down and they think it could be a battery or possibly something electrical.

Commissioner Healey asked if there is a warrant.

Mr. Newlan explained it is the second cart and was not sure, but would look into it.

Chairman Austin stated he wished to personally thank Mr. Newlan for his hard work and dedication.

#### VIII. New Business

a) Report on Rounds – Mrs. Fabrizio reported the rounds for October were down slightly as well as pull and push carts.

b) Purchase of a file cabinet – Chairman stated they would get some numbers for a file cabinet to keep all of the records for the golf course, i.e. minutes, agenda, etc.

c) Approval of the 2015 meeting schedule.

Commissioners' Amato and Blake made and seconded a motion to approve the 2015 meeting schedule.

Commissioners' Healey and Peruzzi moved to amend the motion to delete the December meeting. Motion carried unanimously.

On the main motion, motion carried unanimously.

Commissioners' Healey and Amato made and seconded a motion to add new business to the agenda regarding rate increase. Motion carried unanimously.

Commissioner Worroll explained there would be two increases one in December 2014 and one in January 2015. He stated the increase represented a 1.44% increase as follows for December:

Resident (weekday)	\$10.96
Junior/Senior (weekday)	\$ 7.60
Resident (weekend)	\$12.28
Junior/Senior (weekend)	\$10.96

Commissioners' Worroll and O'Connell made and seconded a motion to approve the rate increase as stated above, effective December 31, 2014. Motion carried unanimously.

The Commissioner presented Mr. Newlan with a token of appreciation and cake recognizing his years of service.

Being no further business, Commissioners' Blake and O'Connell made and seconded a motion to adjourn. Motion carried unanimously.

The meeting adjourned at 6:00 p.m.

Respectfully submitted,

Kathleen Kennedy Huber  
Recording Secretary