

**TOWN OF FAIRFIELD, CONNECTICUT  
GOLF COMMISSION  
DRAFT MINUTES  
Via Teleconference  
Fairfield, CT 06824**

**MEMBERS OF THE PUBLIC: IN LIGHT OF COVID-19, AND  
PURSUANT TO EXECUTIVE ORDER 7B, THE TOWN IS  
CONDUCTING THIS MEETING VIA TELECONFERENCE ONLY.**

Agenda/minutes can be found here: <https://fairfieldct.org/content/10736/12226/default.aspx>

**DATE:** Monday, June 14, 2021  
**TIME:** 7:00 PM

**MEMBERS PRESENT:** Keith Varian-Chair, Michael Feinstein, Mike Herrington, Christine Hogan, Priscilla Schulz, Peter Secrist

**OTHERS PRESENT:** Bob Bigonette, Anthony Calabrese, Peter Grace

**MEMBERS ABSENT:** Liam Herron

Call Meeting to Order- K. Varian called the meeting to order at 7:00pm.

Pledge of Allegiance- K. Varian waived the Pledge of Allegiance.

**I. Act on Minutes: 5/10/21**

M. Herrington suggested amending a sentence in Item VII where it said the snack bar will open at 6:45pm. It actually opens at 6:45am and the change was made.

**Motion:** M. Feinstein made a motion to approve the minutes of 5/10/21 as amended.

M. Herrington seconded the motion.

**Vote:** The motion carried unanimously.

**II. Staff Reports 1. Pro Manager Report**

B. Bigonette said the HSR is doing incredibly well. There are so many people playing golf and his staff is keeping people happy. He has had four different manufacturers doing demos at the course. The PJA Jr. League started playing matches and have 6-7 more through June. The Jr. Golf camp next week is 90% full. It has been well received throughout the community. ForeUp is almost up and running. He thanked P. Grace for keeping the course looking great after so much play. He also said there are 9 tournaments booked with no more than 100 people. Most have at least 80. They are only on Monday's right now and they are eating at Boca. September dates are gone and there are only some left in October. The ForeUp sales team assured him it would integrate with Munis, but they are having some difficulty. There is a meeting tomorrow to discuss this. He would like to have a smooth transition by June 30<sup>th</sup>.

**2. Administration Report**

The May numbers are up in almost every category. The Par 3 is down in rounds overall, but still ahead. The twenty extra golf carts are 1-2 weeks away from delivery.

There are temporary picnic benches on the HSR patio. He ordered new chairs but delivery is still delayed from Covid. ForeUp needs to get on board with Munis. Anthony will coordinate a meeting. Tashua has Munis and Anthony will call them for reports. The firepit came in on Friday and will be installed. The Starter Shed will be delivered on Monday, 6/21/21.

### 3. Superintendent Report

P. Grace said he has a lot of things to do. He is very busy, the numbers are unbelievable, and the course looks great. Patio bench was installed. He is having maintenance issues still. He used an outside mechanic on a loader and sprayer. He will be ordering new equipment in the next budget cycle. The leases are running out next year. There have been complaints about the greens. The rollers are not broken down. He rolls the greens every weekend, but the humidity and the rain effects them. A. Calabrese mentioned that Parks & Recreation is taking over the parks. The superintendent of DPW will now be the Superintendent of Parks. His staff of 7 and the seasonal workers will now fall under Parks & Rec. It gives flexibility because the staff can help and it will not impact the budget.

### III. Greens Committee Report

P. Schulz said the course is in great shape. She noticed forward tees on 4,6 and 9. The grass doesn't seem to be the same. There are problems putting the tees in the ground. P. Grace said he did go with less expensive sod. P. Schulz suggested if the tees won't go in the ground in the future, to order better sod.

### IV. Par 3 Committee Report

M. Feinstein said he played last week and fit is in great shape. K. Varian said he received an email regarding the bathroom at the par 3. The gate is now unlocked. The bathrooms are open at the 4<sup>th</sup> tee and by the tennis courts. The porta potties have been removed. They were only there during Covid because the regular bathrooms were closed.

### V. Old Business To hear and or act upon:

#### 1. Clubhouse Building Update

##### i. Starter Shed

The Starter Shed is scheduled to be delivered Monday, 6/21/21.

##### ii. Additional outdoor seating

Outdoor seating has been added has been added.

### VI. New Business: To hear and act upon:

#### 1. ForeUp update

ForeUp was discussed earlier in this meeting. There are no additional updates.

#### 2. Ten Year Plan.

M. Herrington and K. Varian met with C. Curley to get an understanding of the process. Golf has become so popular now. He emailed all the commissioners. C. Curley took it through the town boards, and they approved \$100K for ten years. K. Varian and M. Herrington will present to the town boards in the fall. Some expenses will be revenue generated and some will be extraordinary expenses. They will get input from the other commissioners and put a plan together.

#### 2. Inclement Weather/Cancelation Policy

The inclement weather policy that is in effect now is good, but the rain check policy happens when the course must close. If play is paused and the course opens back up, there is no rain check. Cancelation in the Vermont system is difficult, but the ForeUp

system will be easier. The cancelation policy currently requires a 48-hour advance cancelation. B. Bigonette suggested changing it to 12 hours in advance when the ForeUp system is implemented. He said the biggest issue is not being able to charge non-ID holders for not following the cancelation policy. With the ForeUp system, everyone will have a credit card on file, and if they have not canceled and do not show up, the system will charge them anyway.

**Motion:** P. Schulz made a motion to change the cancelation policy from 48 hours advance notice to 12 hours advance notice upon the activation of the ForeUp system. M. Feinstein seconded the motion.

**Vote:** The motion carried unanimously.

C. Hogan asked about a payment system for people who pay for 9 holes and then decide to play the back 9. She asked who would keep track of that and suggested a policy should be put into writing that is consistent and fair.

**VII. Communications/Public Input - Emails pertaining to issues not already discussed will be addressed.**

- Lucille Parkinson letter

This was discussed earlier in the meeting regarding the bathrooms at the Par 3.

- Brian & Dan O'Connor Tree Dedication at HSR

The tree dedication was approved, and K. Varian will send Brian and Dan O'Connor an email.

Brian Daly sent an updated petition regarding changing the scheduling time from 5:30am to something later. It was discussed at the May meeting and the commission decided not to make changes at that time. The commission again agreed not to make any changes.

**VIII. Adjourn**

**Motion:** P. Schulz made a motion to adjourn. M. Herrington seconded the motion.

**Vote:** The meeting adjourned at 8:02pm.

Respectfully submitted,

Pru O'Brien  
Recording Secretary