

**TOWN OF RIDGEFIELD**  
**RIDGEFIELD GOLF COURSE COMMITTEE MEETING**  
FINAL APPROVED  
**REGULAR MEETING**  
Wednesday, JUNE 15, 2016

THESE MINUTES ARE INTENDED TO BE A SUMMARY OF THE MEETING  
AND NOT A VERBATIM RECORDING.

**MEMBERS PRESENT:**

Chairperson: Mr. Tyrrell  
Vice Chairperson: Ms. Gerhard  
Secretary: Mr. Fazi  
Committee Members: Mr. Kolb, Mr. Reilly, Mr. Reid, Ms. Murphy  
Committee Alternate: Mr. Egan

**MEMBERS ABSENT:**

None

**ALTERNATE ABSENT:**

None

**STAFF PRESENT:**

Director: Mr. Sergiovanni

**STAFF ABSENT:**

Superintendent: Mr. Steger

**AGENDA:**

1. REVIEW MINUTES OF PREVIOUS MEETINGS
2. REPORTS AND DISCUSSIONS ON COURSE OPERATIONS FROM:  
FRANK SERGIOVANNI, DIRECTOR  
TONY STEGER, SUPERINTENDENT
3. OLD BUSINESS
4. NEW BUSINESS
5. PUBLIC COMMENT
6. EXECUTIVE SESSION TO DISCUSS CONTRACT RENEWAL
7. RETURN TO PUBLIC SESSION. POSSIBLE VOTE ON  
RECOMMENDATION TO BOARD OF SELECTMEN.

The meeting was called to order at 7:31 pm.

Chairperson, Mr. Tyrrell welcomed and introduced Ms. Murphy and Mr. Egan who were just appointed by the Board of Selectmen to the Committee.

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## **RIDGEFIELD GOLF COURSE COMMITTEE MEETING**

### **ITEM # 1: REVIEW MINUTES OF PREVIOUS MEETING.**

**A MOTION WAS MADE, SECONDED AND UNANIMOUSLY ADOPTED TO AMEND THE APRIL 2016 MINUTES TO INDICATE "FINAL APPROVED" AT THE TOP OF THE FIRST PAGE AND TO AMEND THE MAY 2016 MINUTES ON PAGE 3, ITEM #8 AND ITEM #9 TO SEPARATELY HIGHLIGHT THE MOTIONS THAT WERE MADE IN EACH ITEM.**

### **ITEM # 2: REPORTS AND DISCUSSION ON COURSE OPERATIONS**

MR. SERGIOVANNI

#### Maintenance Department:

1. As is usually the case in June, mowing has been the main thrust of the Maintenance Department.

#### Golf Course:

1. During the current month, Golf Course Revenues have reached, and then exceeded the budgeted amount for the current Fiscal Year despite the wet/cold weather experienced earlier in the season. A full accounting of Fiscal Year Revenues will be presented at the next meeting.
2. Mr. Sergiovanni and Mr. Steger will meet to discuss the specifications for the stairs on the 13<sup>th</sup> Tee, a project approved during the budget process. Work on the stairs should begin sometime in October.
3. The tent on the deck is still awaiting final approvals from town officials, but those approvals are expected.
4. Mr. Sergiovanni and Mr. Odeen met and discussed items concerning the restaurant.

### **ITEM # 3: OLD BUSINESS**

1. None

### **ITEM # 4 NEW BUSINESS**

1. None

### **ITEM # 5 PUBLIC COMMENT**

None

### **ITEM # 6 EXECUTIVE SESSION TO DISCUSS CONTRACT RENEWAL**

**A MOTION WAS MADE, SECONDED AND UNANIMOUSLY ADOPTED TO TEMPORARILY ADJOURN THE REGULAR MEETING IN ORDER TO DISCUSS A CONTRACT RENEWAL AT 7:51 PM.**

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### **ITEM # 7 RESUMED REGULAR MEETING**

**A MOTION WAS MADE, SECONDED AND UNANIMOUSLY ADOPTED TO RETURN TO THE REGULAR MEETING AT 8:40 PM.**

Mr. Tyrrell made the following motion:

**I MAKE A MOTION THAT THE GOLF COMMITTEE RECOMMEND TO THE BOARD OF SELECTMEN THAT THEY RENEW THE CONTRACT OF THE GOLF DIRECTOR, FRANK SERGIOVANNI, FOR AN ADDITIONAL PERIOD OF THREE YEARS.**

**ADDITIONALLY THE GOLF COMMITTEE RECOMMENDS THAT THIS IS AN OPPORTUNE TIME TO PUT INTO EFFECT THE RECOMMENDATION IT MADE TO THE BOARD OF SELECTMEN IN JUNE 2014 PLACING THE ENTIRE GOLF OPERATION, INCLUDING OVERSIGHT OF THE MAINTENANCE FUNCTION, UNDER THE DIRECTION OF THE GOLF DIRECTOR.**

**THE MOTION WAS SECONDED AND UNANIMOUSLY ADOPTED.**

**Secretary's Note:** Below is a copy of the document mentioned in the Motion made by Mr. Tyrrell.

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DATE: June 19, 2014

REPLY TO

ATTN OF: Edward Tyrrell, Chairman  
Town of Ridgefield Golf Committee

SUBJECT: Future Organization of Golf Course

TO: Rudy Marconi, First Selectman

Last fall, there was a personnel issue at the Golf Course. You attended our November 20, 2013 meeting and briefed us on it and the resolution to it. At that meeting you asked the Committee to discuss the organization of the Golf Course and make a recommendation to the Board of Selectmen as to how the management of it should be organized.

The Committee began discussing it at our December meeting. On December 19, 2013, I sent you a memorandum saying that

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we had begun discussions on your request and we would make a recommendation to the BOS a few months into the next golf season.

During the ensuing months, the Committee surveyed ten golf courses in Connecticut to get an idea how their management was structured. Each member contacted two courses and reported back their finding to the others.

The Committee found that almost always there was one single person "in charge" who is located on premises. The person is usually referred to as the General Manager and is usually the Golf Professional but in at least one instance was the superintendent.

During the Vinnie Adams era, one person was in charge. After Vinnie retired, the management of the course was bifurcated, for what were good reasons at that time. Those reasons are no longer valid.

Based on our survey of other courses and our discussions of how those structures fit our course and its culture, the Committee recommends that there be one person in charge and that the golf professional is best positioned to be that one person. The title of the position would be General Manager and Head Golf Professional. We believe that this will allow the course to speak with one voice and will allow for a more seamless operation that will only improve the customer experience. Additionally, it will allow the First Selectman and the Board of Selectman to deal with one Department Head for what should be one operation.

If you require any additional information, please contact me.

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There being no further business,

**A MOTION WAS THEN MADE, SECONDED, AND UNANIMOUSLY ADOPTED  
TO ADJOURN THE REGULAR MEETING AT 8:46 pm**