

**MEETING NOTICE
TOWN OF BREWSTER**

GOLF COMMISSION
Golfcommission@Brewster-ma.gov

Location: 2198 Main Street

Date: July 11, 2023

Time: 4:00 PM



Jay Packett
Director of Operations

Colin Walsh
Course Superintendent

This meeting will be conducted in person at the time and location noted above. This means that at least a quorum of the members of the public body will attend the meeting in person and members of the public are welcome to attend in person as well. **As a courtesy only, access to this meeting is being provided via remote means in accordance with applicable law. Please note that while an option for remote attendance and/or participation is being provided as a courtesy to the public, the meeting/hearing will not be suspended or terminated if technological problems interrupt the virtual broadcast or affect remote attendance or participation, unless otherwise required by law.** Members of the public with particular interest in any specific item on this agenda should make plans for in-person vs. virtual attendance accordingly.

Members of the public who wish to access the meeting remotely may do so in the manner shown on our posted agenda.

Meetings may be joined by:

1. **Phone:** +1 312 626 6799 or +1 929 436 2866

Webinar ID: 881 4407 8985

Passcode: 049087

To request to speak: Press *9 and wait to be recognized.

2. **Zoom Webinar:**

<https://us02web.zoom.us/j/88144078985?pwd=M05KQnNsRlRlQTlFZlZEpSfZDWUVOZz09>

Passcode: 049087

To request to speak: Tap Zoom "Raise Hand" button, then wait to be recognized.

When required by law or allowed by the Chair, persons wishing to provide public comment or otherwise participate in the meeting may do so by attending the meeting in person or by accessing the meeting remotely.

Additionally, the meeting will be broadcast live, in real time, via **Live broadcast** (Brewster Government TV Channel 18), **Livestream** (livestream.brewster-ma.gov), or **Video recording** (tv.brewster-ma.gov).

Golf Commission

Anne O'Connell
Chair

Andrea Johnson
Vice Chair

Rob David

John Kissida

Wyn Morton

David Valcourt

The Captains Golf Course
1000 Freemans Way
Brewster, MA 02631
(508) 896-1716

www.CaptainsGolfCourse.com

AGENDA

- Call to Order
- Declaration of a Quorum
- Meeting Participation Statement
 - *As required by the Open Meeting Law, we are informing you that the Town will be video and audio taping as well as broadcasting this public meeting. In addition, if anyone else intends to either video or audio tape this meeting they are required to inform the chair.*
- Commission Reorganization
- Public Comment
- Superintendent's Report
- Update on 1st tee area planting project
- Director's Report
 - Course Operations Questions and Concerns
- Review and discussion on Membership Numbers
- Strategic Planning Updates (Commission)
- Questions and Comments from Associations and Liaisons
- Review and approve minutes
 - 6/13
 - 6/27
- Future Agenda Items and Meetings
- Matters not anticipated by the Chair
- Adjourn

Date Posted:

Date Revised:

Received by Town Clerk:

CAPTAINS GOLF COURSE COMPARISON REPORT JUNE

	<u>Jun-18</u>	<u>Jun-19</u>	<u>Jun-20</u>	<u>Jun-21</u>	<u>Jun-22</u>	<u>Jun-23</u>
REVENUE						
MEMBERSHIPS:						
RESIDENTS - Early	\$ 10,505.00	\$ 12,871.00	\$ 24,319.00	\$ 10,706.00	\$ 6,250.00	\$ 8,110.00
RESIDENTS - Morning	\$ 12,811.00	\$ 13,989.00	\$ 26,140.00	\$ 7,016.00	\$ 11,237.00	\$ 16,830.00
RESIDENTS - Twilight	\$ 4,675.00	\$ 6,240.00	\$ 13,344.00	\$ 6,472.00	\$ 4,680.00	\$ 4,860.00
CHARTER NON-RESIDENTS	\$ -	\$ -	\$ 1,520.00	\$ -	\$ -	\$ -
NON-RESIDENTS	\$ 6,422.00	\$ 16,690.00	\$ 38,647.00	\$ 10,401.00	\$ 12,480.00	\$ 19,125.00
NON-RESIDENT TWILIGHT	\$ 6,350.00	\$ 5,336.00	\$ 8,169.00	\$ 4,200.00	\$ 4,620.00	\$ 4,000.00
AFP COLLEGIATE	\$ 1,110.00	\$ 1,502.00	\$ 5,189.00	\$ 1,806.00	\$ 6,750.00	\$ 3,300.00
AFP JUNIOR	\$ 715.00	\$ 1,972.00	\$ 1,516.00	\$ 992.00	\$ -	\$ 408.00
SUBTOTAL	\$ 42,588.00	\$ 58,600.00	\$ 118,844.00	\$ 41,593.00	\$ 46,017.00	\$ 56,633.00
GREEN FEES:						
18 HOLE GREEN FEE	\$ 183,410.00	\$ 185,570.02	\$ 137,006.94	\$ 264,539.42	\$ 239,789.80	\$ 263,719.40
TWILIGHT GREEN FEES	\$ 22,297.00	\$ 26,176.30	\$ 33,504.00	\$ 38,118.00	\$ 34,695.00	\$ 63,564.00
BACK 9 GREEN FEES	\$ 8,009.00	\$ 9,238.00	\$ 12,047.00	\$ 16,246.50	\$ 24,690.00	\$ 7,296.00
ADVANCED RESERVATIONS	\$ 43,508.00	\$ 36,627.60	\$ 3,110.00	\$ 13,921.40	\$ 9,800.45	\$ 3,355.00
SUBTOTAL	\$ 257,224.00	\$ 257,611.92	\$ 185,667.94	\$ 332,825.32	\$ 308,975.25	\$ 337,934.40
CARTS:						
18 HOLE CART	\$ 91,150.99	\$ 79,735.44	\$ 51,189.05	\$ 104,818.02	\$ 91,991.21	\$ 97,142.86
9 HOLE CART	\$ 15,123.46	\$ 6,071.32	\$ 15,898.46	\$ 22,875.52	\$ 20,190.28	\$ 22,429.82
SUBTOTAL	\$ 106,274.45	\$ 85,806.76	\$ 67,087.51	\$ 127,693.54	\$ 112,181.49	\$ 119,572.68
DRIVING RANGE	\$ 16,578.00	\$ 21,201.00	\$ 19,790.00	\$ 29,861.00	\$ 24,768.00	\$ 22,005.00
PULL CARTS	\$ 1,138.08	\$ 1,055.28	\$ 1,474.62	\$ 1,052.37	\$ 872.73	\$ 966.69
SNACK BAR RENT	\$ 4,500.00	\$ 6,250.00	\$ -	\$ -	\$ -	\$ -
GIFT CERTIFICATES	\$ 5,576.09	\$ 2,491.81	\$ 1,073.12	\$ 3,764.25	\$ 5,405.86	\$ 2,278.90
CREDIT BOOK	\$ (2,490.17)	\$ (2,960.19)	\$ 36.76	\$ 1,739.23	\$ 252.45	\$ 3,625.74
PRO SHOP SALES	\$ 37,739.71	\$ 37,953.45	\$ 10,874.18	\$ 36,100.72	\$ 40,658.51	\$ 50,028.02
HANDICAP REVENUE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
SOLAR REVENUE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
MISC. SALES	\$ -	\$ -	\$ -	\$ -	\$ 294.00	\$ -
SUBTOTAL	\$ 63,041.71	\$ 65,991.35	\$ 33,248.68	\$ 72,517.57	\$ 72,251.55	\$ 78,904.35
TOTAL REVENUE	\$ 469,128.16	\$ 468,010.03	\$ 404,848.13	\$ 574,629.43	\$ 539,425.29	\$ 593,044.43

CAPTAINS GOLF COURSE COMPARISON REPORT

CALENDAR YEAR THROUGH JUNE (6 months)

	<u>YEAR 2018</u>	<u>YEAR 2019</u>	<u>YEAR 2020</u>	<u>YEAR 2021</u>	<u>YEAR 2022</u>	<u>YEAR 2023</u>
REVENUE						
MEMBERSHIPS:						
RESIDENTS - Early	\$ 274,098.85	\$ 306,661.00	\$ 311,796.02	\$ 275,779.00	\$ 390,561.00	\$ 393,846.71
RESIDENTS - Morning	\$ 216,681.99	\$ 212,836.45	\$ 195,061.00	\$ 163,655.70	\$ 257,906.50	\$ 291,452.70
RESIDENTS - Twilight	\$ 41,475.00	\$ 47,088.33	\$ 58,804.00	\$ 49,843.00	\$ 62,676.40	\$ 68,666.00
CHARTER NON-RESIDENTS	\$ 6,895.00	\$ 7,240.00	\$ 6,080.00	\$ 7,600.00	\$ -	\$ -
NON-RESIDENTS	\$ 312,148.00	\$ 328,242.00	\$ 347,023.00	\$ 409,274.00	\$ 536,112.87	\$ 558,364.96
NON-RESIDENT TWILIGHT	\$ 40,425.00	\$ 40,691.00	\$ 63,341.00	\$ 70,248.00	\$ 79,641.00	\$ 71,204.00
COLLEGIATE	\$ 4,760.00	\$ 7,441.00	\$ 20,101.00	\$ 18,772.00	\$ 18,930.00	\$ 17,200.00
JUNIORS	\$ 2,910.00	\$ 4,442.00	\$ 5,960.00	\$ 4,880.00	\$ 3,917.00	\$ 4,460.00
SUBTOTAL	\$ 899,393.84	\$ 954,641.78	\$ 1,008,166.02	\$ 1,000,051.70	\$ 1,349,744.77	\$ 1,405,194.37
GREEN FEES:						
18 HOLE GREEN FEE	\$ 375,542.00	\$ 354,367.52	\$ 179,868.94	\$ 445,406.46	\$ 490,728.24	\$ 523,580.50
TWILIGHT GREEN FEES	\$ 45,351.00	\$ 53,171.30	\$ 49,771.00	\$ 71,958.00	\$ 78,904.98	\$ 119,039.04
BACK 9 GREEN FEES	\$ 14,364.00	\$ 15,535.95	\$ 15,037.00	\$ 35,008.00	\$ 53,594.13	\$ 34,116.00
ADVANCED RESERVATIONS	\$ 72,233.20	\$ 68,882.60	\$ 14,202.20	\$ 29,686.20	\$ 23,705.55	\$ 40,836.75
SUBTOTAL	\$ 507,490.20	\$ 491,957.37	\$ 258,879.14	\$ 582,058.66	\$ 646,932.90	\$ 717,572.29
CARTS:						
18 HOLE CART	\$ 172,373.08	\$ 149,501.12	\$ 65,132.91	\$ 189,666.27	\$ 195,099.87	\$ 232,378.81
9 HOLE CART	\$ 31,996.30	\$ 25,214.96	\$ 22,222.57	\$ 45,325.82	\$ 44,693.93	\$ 54,167.02
SUBTOTAL	\$ 204,369.38	\$ 174,716.08	\$ 87,355.48	\$ 234,992.09	\$ 239,793.80	\$ 286,545.83
DRIVING RANGE	\$ 41,995.80	\$ 51,376.00	\$ 25,240.00	\$ 62,636.00	\$ 68,086.00	\$ 66,697.00
PULL CARTS	\$ 2,387.34	\$ 2,339.24	\$ 1,786.92	\$ 2,034.94	\$ 1,462.89	\$ 2,041.53
SNACK BAR RENT	\$ 8,500.00	\$ 10,451.58	\$ -	\$ -	\$ -	\$ 6,000.00
GIFT CERTIFICATES	\$ 107.08	\$ (3,839.22)	\$ (5,484.28)	\$ 1,412.02	\$ (2,394.13)	\$ (3,495.82)
CREDIT BOOK	\$ 3,151.16	\$ 1,725.01	\$ (516.87)	\$ 4,385.49	\$ 3,460.06	\$ 11,376.23
PRO SHOP SALES	\$ 105,836.05	\$ 103,384.51	\$ 39,175.70	\$ 99,586.20	\$ 125,816.99	\$ 120,270.50
HANDICAP REVENUE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,460.00
SOLAR REVENUE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 72,117.00
MISC. SALES	\$ -	\$ -	\$ -	\$ -	\$ 3,791.09	\$ 815.65
SUBTOTAL	\$ 161,977.43	\$ 165,437.12	\$ 60,201.47	\$ 170,054.65	\$ 200,222.90	\$ 286,282.09
TOTAL REVENUE	\$1,773,230.85	\$1,786,752.35	\$ 1,414,602.11	\$ 1,987,157.10	\$ 2,436,694.37	\$ 2,695,594.58

CAPTAINS GOLF COURSE COMPARISON REPORT

FISCAL YEAR THROUGH JUNE (12 months)

	<u>FY 2018</u>	<u>FY 2019</u>	<u>FY 2020</u>	<u>FY 2021</u>	<u>FY 2022</u>	<u>FY 2023</u>
REVENUE						
MEMBERSHIPS:						
RESIDENTS - Early	\$ 284,084.85	\$ 323,638.00	\$ 324,467.02	\$ 298,891.00	\$ 397,932.00	\$ 394,326.71
RESIDENTS - Morning	\$ 219,773.99	\$ 210,371.45	\$ 198,401.00	\$ 162,862.70	\$ 262,173.50	\$ 294,732.70
RESIDENTS - Twilight	\$ 44,758.00	\$ 51,575.33	\$ 64,236.00	\$ 56,539.00	\$ 65,484.40	\$ 74,614.40
CHARTER NON-RESIDENTS	\$ 6,895.00	\$ 7,240.00	\$ 6,080.00	\$ 7,600.00	\$ 55,068.67	\$ 41,135.00
NON-RESIDENTS	\$ 319,528.00	\$ 337,407.00	\$ 357,477.00	\$ 433,874.00	\$ 483,848.20	\$ 519,309.96
NON-RESIDENT TWILIGHT	\$ 42,406.00	\$ 42,845.00	\$ 66,449.00	\$ 77,284.00	\$ 82,441.00	\$ 73,514.00
COLLEGIATE	\$ 5,275.00	\$ 8,181.00	\$ 21,046.00	\$ 19,993.00	\$ 20,151.00	\$ 17,650.00
JUNIORS	\$ 3,630.00	\$ 5,527.00	\$ 6,348.00	\$ 5,104.00	\$ 4,501.00	\$ 4,460.00
SUBTOTAL	\$ 926,350.84	\$ 986,784.78	\$ 1,044,504.02	\$ 1,062,147.70	\$ 1,371,599.77	\$ 1,419,742.77
GREEN FEES:						
18 HOLE GREEN FEE	\$ 1,328,438.55	\$ 1,333,686.76	\$ 1,212,516.52	\$ 1,761,668.04	\$ 1,640,883.73	\$ 1,739,037.06
TWILIGHT GREEN FEES	\$ 155,434.00	\$ 162,871.50	\$ 166,164.00	\$ 248,843.88	\$ 230,031.87	\$ 271,847.54
BACK 9 GREEN FEES	\$ 63,143.20	\$ 72,304.99	\$ 82,879.00	\$ 119,631.95	\$ 171,345.38	\$ 214,111.01
ADVANCED RESERVATIONS	\$ 143,929.48	\$ 122,369.60	\$ 68,258.60	\$ 56,790.00	\$ 58,059.80	\$ 88,042.30
SUBTOTAL	\$ 1,690,945.23	\$ 1,691,232.85	\$ 1,529,818.12	\$ 2,186,933.87	\$ 2,100,320.78	\$ 2,313,037.91
CARTS:						
18 HOLE CART	\$ 522,744.11	\$ 503,258.93	\$ 421,342.81	\$ 651,856.72	\$ 639,926.37	\$ 683,655.65
9 HOLE CART	\$ 108,269.53	\$ 120,012.19	\$ 111,289.71	\$ 155,486.29	\$ 144,402.93	\$ 166,910.72
SUBTOTAL	\$ 631,013.64	\$ 623,271.12	\$ 532,632.52	\$ 807,343.01	\$ 784,329.30	\$ 850,566.37
DRIVING RANGE	\$ 125,158.80	\$ 131,768.00	\$ 111,337.00	\$ 183,002.00	\$ 173,763.00	\$ 164,474.50
PULL CARTS	\$ 8,742.74	\$ 8,287.47	\$ 7,198.11	\$ 8,787.02	\$ 4,681.67	\$ 6,527.77
SNACK BAR RENT	\$ 42,500.00	\$ 37,451.58	\$ 28,202.16	\$ 10,000.00	\$ 25,000.00	\$ 30,603.05
GIFT CERTIFICATES	\$ (2,771.85)	\$ (9,094.24)	\$ (4,443.46)	\$ 8,045.62	\$ 13,123.69	\$ 6,468.60
CREDIT BOOK	\$ 9,464.37	\$ (3,207.72)	\$ 2,032.12	\$ 9,395.79	\$ 15,013.09	\$ 24,436.52
PRO SHOP SALES	\$ 265,432.67	\$ 277,231.82	\$ 208,547.87	\$ 250,973.29	\$ 298,654.18	\$ 288,691.24
HANDICAP REVENUE	\$ -	\$ 15,347.00	\$ -	\$ -	\$ -	\$ 10,460.00
SOLAR REVENUE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 72,117.00
MISC. SALES	\$ -	\$ -	\$ -	\$ -	\$ 10,014.36	\$ 5,114.21
SUBTOTAL	\$ 448,526.73	\$ 457,783.91	\$ 352,873.80	\$ 470,203.72	\$ 540,249.99	\$ 608,892.89
TOTAL REVENUE	\$ 3,696,836.44	\$ 3,759,072.66	\$ 3,459,828.46	\$ 4,526,628.30	\$ 4,796,499.84	\$ 5,192,239.94

FY 2023 Projections by month

REVENUES:	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	TOTALS
Season Passes	\$ 12,000	\$ 6,000	\$ 3,886	\$ -	\$ -	\$ -	\$ -	\$ 248,047	\$ 554,458	\$ 393,957	\$ 189,683	\$ 51,069	\$ 1,459,100
Green Fees	\$ 449,961	\$ 449,961	\$ 262,477	\$ 168,735	\$ 56,245	\$ 18,748	\$ 18,748	\$ 18,748	\$ 37,497	\$ 56,245	\$ 112,490	\$ 224,980	\$ 1,874,837
Cart Fees	\$ 150,082	\$ 157,229	\$ 107,202	\$ 78,614	\$ 28,587	\$ 7,147	\$ 5,003	\$ 3,573	\$ 5,717	\$ 28,587	\$ 57,174	\$ 85,761	\$ 714,677
Driving Range	\$ 24,929	\$ 32,719	\$ 21,813	\$ 15,580	\$ 6,232	\$ 1,558	\$ 3,116	\$ 3,116	\$ 3,116	\$ 12,464	\$ 14,022	\$ 17,138	\$ 155,804
Pro Shop Revenues	\$ 47,000	\$ 46,000	\$ 30,000	\$ 25,000	\$ 15,000	\$ 5,000	\$ 10,000	\$ 2,000	\$ 20,000	\$ 25,000	\$ 30,000	\$ 45,000	\$ 300,000
Restaurant Rent	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 2,500	\$ 2,000	\$ -	\$ -	\$ 2,500	\$ 5,000	\$ 5,000	\$ 5,000	\$ 42,000
Solar Array	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 72,517	\$ -	\$ 72,517
Miscellaneous	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL REVENUES	\$ 688,972	\$ 696,909	\$ 430,377	\$ 292,930	\$ 108,564	\$ 34,453	\$ 36,867	\$ 275,485	\$ 623,288	\$ 521,254	\$ 480,887	\$ 428,949	\$ 4,618,935
EXPENSES:													
Wages	\$ 154,899	\$ 154,899	\$ 138,930	\$ 121,364	\$ 111,782	\$ 102,201	\$ 105,395	\$ 79,845	\$ 108,589	\$ 118,170	\$ 151,705	\$ 249,115	\$ 1,596,892
Operating Expenses	\$ 134,505	\$ 129,449	\$ 105,177	\$ 59,668	\$ 53,600	\$ 36,407	\$ 36,407	\$ 45,509	\$ 71,804	\$ 107,200	\$ 111,245	\$ 120,347	\$ 1,011,318
Pro Shop Purchases	\$ 25,300	\$ 23,000	\$ 16,100	\$ 10,350	\$ 4,600	\$ 5,750	\$ -	\$ -	\$ -	\$ 39,100	\$ 52,900	\$ 52,900	\$ 230,000
Life Insurance	\$ 671	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 671
Unemployment	\$ -	\$ -	\$ -	\$ -	\$ 9,200	\$ 9,200	\$ 9,200	\$ 9,200	\$ 9,200	\$ 9,080	\$ -	\$ -	\$ 55,080
Health Insurance	\$ 28,629	\$ 28,629	\$ 28,629	\$ 28,629	\$ 28,629	\$ 28,629	\$ 28,629	\$ 28,629	\$ 28,629	\$ 28,629	\$ 28,629	\$ 28,629	\$ 343,548
Medicare	\$ 23,976	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 23,976
Compensated Absences	\$ 20,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 20,000
Workers Compensation	\$ 16,480	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 16,480
Retirement/Pension	\$ 238,554	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 238,554
Liability & Property Insurance	\$ 81,199	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 81,199
Transfer to Trust	\$ 21,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 21,000
Contractual Obligations	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Indirect Costs	\$ 214,006	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 214,006
Transfer to Capital Stabilization	\$ 400,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 400,000
FY23 Capital	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL EXPENSES	\$ 1,359,219	\$ 335,976	\$ 288,836	\$ 220,011	\$ 207,811	\$ 182,188	\$ 179,631	\$ 163,183	\$ 218,221	\$ 302,179	\$ 344,479	\$ 450,991	\$ 4,250,962
SURPLUS/(DEFICIT)	\$ (670,247)	\$ 360,932	\$ 141,542	\$ 72,920	\$ (99,247)	\$ (147,734)	\$ (142,764)	\$ 112,302	\$ 405,067	\$ 219,075	\$ 136,408	\$ (22,042)	\$ 367,973

REVENUES:	ACTUAL JUL	ACTUAL AUG	PROJECTED ACTUAL	ACTUAL OCT	ACTUAL NOV	ACTUAL DEC	ACTUAL JAN	ACTUAL FEB	ACTUAL MAR	ACTUAL APR	ACTUAL MAY	ACTUAL JUN	TOTALS
Season Passes	\$ 11,760	\$ 1,040	\$ 868	\$ 480	\$ 200	\$ 200	\$ -	\$ 119,654	\$ 791,318	\$ 291,024	\$ 146,565	\$ 56,633	\$ 1,419,743
Green Fees	\$ 970,713	\$ 525,489	\$ 282,925	\$ 153,986	\$ 51,928	\$ 10,425	\$ 29,833	\$ 10,295	\$ 16,590	\$ 90,225	\$ 232,699	\$ 337,934	\$ 2,313,038
Cart Fees	\$ 189,156	\$ 172,527	\$ 108,149	\$ 63,896	\$ 28,874	\$ 5,905	\$ 9,671	\$ 5,862	\$ 10,656	\$ 38,643	\$ 102,858	\$ 120,539	\$ 856,735
Driving Range	\$ 38,823	\$ 29,933	\$ 14,676	\$ 8,044	\$ 2,892	\$ 3,410	\$ 1,852	\$ 2,693	\$ 6,194	\$ 12,989	\$ 20,864	\$ 22,005	\$ 164,475
Pro Shop Revenues	\$ 53,722	\$ 50,851	\$ 25,524	\$ 22,143	\$ 9,853	\$ 7,127	\$ 3,667	\$ 2,522	\$ 7,539	\$ 21,194	\$ 35,321	\$ 50,028	\$ 288,691
Restaurant Rent	\$ 5,000	\$ -	\$ -	\$ 18,103	\$ 1,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,000	\$ -	\$ 30,603
Solar Array	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 72,117	\$ -	\$ 72,117
Miscellaneous	\$ 1,936	\$ (338)	\$ 1,657	\$ 1,043	\$ -	\$ -	\$ 287	\$ -	\$ -	\$ -	\$ 10,989	\$ -	\$ 15,574
Gift Certificates	\$ (5,971)	\$ (4,086)	\$ (1,126)	\$ (2,550)	\$ 1,495	\$ 22,202	\$ 213	\$ 293	\$ (1,341)	\$ (3,090)	\$ (1,850)	\$ 2,279	\$ 6,469
Credit Book	\$ 7,515	\$ 5,806	\$ 4,697	\$ 2,490	\$ (1,188)	\$ (1,250)	\$ (630)	\$ 75	\$ (322)	\$ (738)	\$ 9,367	\$ 3,626	\$ 24,437
TOTAL REVENUES	\$ 667,655	\$ 780,421	\$ 437,371	\$ 267,625	\$ 95,554	\$ 48,019	\$ 44,607	\$ 141,680	\$ 830,734	\$ 450,247	\$ 634,924	\$ 593,044	\$ 5,191,881
EXPENSES:													
Wages	\$ 129,686	\$ 163,498	\$ 156,236	\$ 144,965	\$ 133,749	\$ 148,356	\$ 81,297	\$ 80,664	\$ 83,352	\$ 110,484	\$ 139,157	\$ 232,341	\$ 1,603,785
Operating Expenses	\$ 58,451	\$ 129,019	\$ 100,166	\$ 94,397	\$ 71,942	\$ 158,586	\$ 73,771	\$ 42,189	\$ 92,161	\$ 68,050	\$ 53,401	\$ 80,165	\$ 1,022,298
Pro Shop Purchases	\$ 21,367	\$ 23,719	\$ 24,557	\$ 13,367	\$ 4,301	\$ 11,795	\$ 3,292	\$ 8,580	\$ 6,950	\$ 34,847	\$ 36,644	\$ 70,533	\$ 259,892
Life Insurance	\$ 56	\$ 56	\$ 112	\$ -	\$ 59	\$ 46	\$ -	\$ 43	\$ 96	\$ -	\$ 53	\$ 53	\$ 617
Unemployment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,631	\$ 3,598	\$ 12,185	\$ 9,354	\$ 8,399	\$ 1,631	\$ 708	\$ 37,003
Health Insurance	\$ 21,337	\$ 24,329	\$ 23,133	\$ 46,266	\$ -	\$ 22,835	\$ 42,302	\$ -	\$ 41,619	\$ 22,835	\$ -	\$ 22,835	\$ 268,091
Medicare	\$ -	\$ -	\$ -	\$ 6,503	\$ -	\$ 5,796	\$ -	\$ -	\$ 3,052	\$ -	\$ -	\$ -	\$ 15,351
Compensated Absences	\$ 2,308	\$ 3,000	\$ -	\$ -	\$ 16,240	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,383	\$ 23,931
Workers Compensation	\$ 10,605	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,605
Retirement/Pension	\$ 238,554	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 238,554
Liability & Property Insurance	\$ 68,262	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 68,262
Transfer to Trust	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Indirect Costs	\$ -	\$ 205,356	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 205,356
Transfer to Capital Stabilization	\$ 400,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 400,000
Capital	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
FY23 Capital	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL EXPENSES	\$ 950,626	\$ 549,576	\$ 304,204	\$ 305,497	\$ 226,284	\$ 348,987	\$ 204,310	\$ 143,661	\$ 236,584	\$ 244,612	\$ 230,886	\$ 408,519	\$ 4,153,745
SURPLUS/(DEFICIT)	\$ (282,972)	\$ 230,845	\$ 133,167	\$ (37,872)	\$ (130,730)	\$ (300,968)	\$ (159,704)	\$ (1,981)	\$ 594,150	\$ 205,635	\$ 404,038	\$ 184,526	\$ 1,038,136

MONTH: Jun-23

DATE	DAY	GUEST PLAY							MEMBER PLAY				GRAND TOTALS	COMMENTS/WEATHER
		18	B-9	TWL-T	PP	COMP	OTHER	TOT-GST	18	B-9	TWL-T	TOT-MBR		
1	THU	80	-	59	-	13	-	152	144	30	84	258	410	Sunny, Warm, 71 deg
2	FRI	194	1	84	12	6	-	297	154	16	93	263	560	Sunny, 77 deg
3	SAT	194	-	81	-	3	-	278	74	14	13	101	379	Cool, Windy, 54 deg
4	SUN	54	1	18	-	5	-	78	69	-	32	101	179	Cloudy, PM Rain, 51 deg
5	MON	48	3	34	-	3	-	88	71	-	41	112	200	Rainy, 55 deg
6	TUE	60	2	26	8	11	-	107	142	14	89	245	352	Overcast, 70 deg
7	WED	97	-	34	2	19	-	152	70	14	77	161	313	Cloudy, Cool, 61 deg
8	THU	115	3	57	-	14	-	189	131	33	63	227	416	Sunny, 68 deg
9	FRI	232	10	86	-	14	-	342	134	44	71	249	591	Partly Sunny, 66 deg
10	SAT	285	5	68	15	8	-	381	112	9	34	155	536	Partly Sunny, 65 deg
11	SUN	170	7	30	24	17	-	248	162	-	92	254	502	Sunny, Warm, 74 deg
12	MON	101	2	50	-	8	-	161	140	30	56	226	387	Partly Cloudy, 67 deg
13	TUE	49	-	34	12	7	-	102	105	3	51	159	261	Sunny, 67 deg
14	WED	86	13	51	-	10	-	160	139	21	67	227	387	Perfect, 70 deg
15	THU	125	4	68	17	13	-	227	137	27	65	229	456	Sunny, 75 deg
16	FRI	200	1	84	17	11	-	313	154	13	81	248	561	Partly Sunny, 74 deg
17	SAT	147	-	55	40	3	-	245	38	2	16	56	301	Rainy, 60 deg
18	SUN	99	-	81	-	14	-	194	102	3	58	163	357	Rain AM, Cloudy PM, 65 deg
19	MON	162	1	55	-	6	-	224	175	12	126	313	537	Sunny, 65 deg
20	TUE	106	4	82	-	4	40	236	139	14	65	218	454	Sunny, 65 deg
21	WED	136	-	93	-	11	-	240	149	7	104	260	500	Sunny, 68 deg
22	THU	131	-	60	-	12	-	203	135	27	67	227	430	Rainy PM, 65 deg
23	FRI	192	5	81	4	12	-	294	145	43	50	238	532	Sunny, Nice, 71 deg
24	SAT	173	6	55	28	3	-	265	41	-	32	73	338	Rain AM, Cloudy PM, 74 deg
25	SUN	175	16	65	-	17	-	273	193	6	84	283	556	Warm, 75 deg
26	MON	122	1	68	-	6	-	197	157	15	84	256	453	Humid, 78 deg
27	TUE	-	-	-	-	-	-	-	-	-	-	-	-	Closed, Rain
28	WED	92	12	63	-	9	-	176	154	-	97	251	427	Cloudy, 69 deg
29	THU	155	1	82	-	16	-	254	152	33	54	239	493	Hot, Humid, 80 deg
30	FRI	194	4	112	1	14	-	325	169	32	80	281	606	Sunny, Warm, 72 deg
TOTALS		3,974	102	1,816	180	289	40	6,401	3,687	462	1,926	6,073	12,474	1 Day Closed
June-22		3,740	617	1,035	368	173	164	6,097	3,960	989	1,184	6,133	12,230	1 Day Closed
June-21		4,304	451	1,261	283	90	119	6,508	4,409	876	1,580	6,865	13,373	No Days Closed
June-20		2,468	318	1,312	79	92		4,269	4,644	697	1,664	7,005	11,274	No Days Closed
June-19		2,957	285	976	407	178	427	5,230	3,607	752	1,009	5,368	10,598	
June-18		2,992	234	925	611	188	345	5,295	3,637	906	942	5,485	10,780	
June-17		3,050	220	847	418	187	348	5,070	3,694	818	805	5,317	10,387	
June-16		3,336	258	836	509	273	691	5,903	3,951	1,178	846	5,975	11,878	
June-15		2,947	148	913	366	232	662	5,268	3,331	892	732	4,955	10,223	
June-14		2,823	119	880	519	194	729	5,264	3,829	857	443	5,129	10,393	
June-13		2,806	180	839	331	159	672	4,987	3,557	772	436	4,765	9,752	
June-12		2,874	138	924	615	252	328	5,131	3,904	1,014	323	5,241	10,372	
June-11		2,719	115	638	747	201	351	4,771	4,078	934	493	5,505	10,276	
June-10		2,757	123	674	573	248	654	5,029	3,770	981	565	5,316	10,345	
June-09		2,611	148	778	511	276	427	4,751	3,377	814	403	4,594	9,345	
June-08		2,923	183	790	998	267	572	5,733	3,435	1,134	1,082	5,651	11,384	
June-07		3,044	140	1,019	1,257	224	795	6,479	4,114	1,141	474	5,729	12,208	
June-06		2,210	160	561	1,737	189	459	5,316	3,916	998	270	5,184	10,500	
June-05		1,953	293	636	2,394	252	505	6,033	4,233	1,318	719	6,270	12,303	
June-04		2,121	271	616	2,169	223	283	5,683	4,236	936	752	5,924	11,607	
June-03		2,048	239	427	2,107	245	349	5,415	4,004	861	578	5,443	10,858	
June-02		2,208	264	578	2,897	96	158	6,199	4,122	1,064	349	5,535	11,734	
June-01		1,782	244	577	3,628	125	124	6,480	4,282	1,072	325	5,679	12,159	
June-00		1,878	224	438	2,647	248	32	5,467	4,326	594	446	5,366	10,833	

415.80

CALENDAR YEAR 2023 PLAY TOTALS

	GUEST PLAY						MEMBER PLAY				TOTAL PLAY	Member Play %
	18 hole green	Prepays	Back 9 w/mbr	Twilight green	Misc.	Guest Play	18 hole play	Back 9 play	Twilight play	Member Play	Monthly Totals	
January	152	-	95	53	15	315	1,100	285	138	1,523	1,838	83%
February	186	-	60	76	24	346	791	212	101	1,104	1,450	76%
March	268	-	128	99	13	508	1,356	385	149	1,890	2,398	79%
April	1,099	213	263	371	111	2,057	2,302	730	433	3,465	5,522	63%
May	2,495	361	254	1,004	1,217	5,331	3,307	1,086	864	5,257	10,588	50%
June	3,974	180	100	1,816	329	6,399	3,687	462	1,926	6,075	12,474	49%
July	-	-	-	-	-	-	-	-	-	-	-	#DIV/0!
August	-	-	-	-	-	-	-	-	-	-	-	#DIV/0!
September	-	-	-	-	-	-	-	-	-	-	-	#DIV/0!
October	-	-	-	-	-	-	-	-	-	-	-	#DIV/0!
November	-	-	-	-	-	-	-	-	-	-	-	#DIV/0!
December	-	-	-	-	-	-	-	-	-	-	-	#DIV/0!
TOTALS	8,174	754	900	3,419	1,709	14,956	12,543	3,160	3,611	19,314	34,270	56%
2022	25,465	1,650	6,471	6,867	2,760	43,213	30,465	8,671	7,407	46,543	89,756	52%
2021	26,122	1,201	3,939	8,265	1,376	40,903	34,259	7,995	10,569	52,823	93,726	56%
2020	23,830	531	2,503	8,682	564	36,110	3,240	4,728	11,480	48,648	84,758	57%
2019	22,138	1,769	2,344	6,082	2,591	34,924	26,234	5,425	6,833	38,492	73,416	52%
2018	22,289	1,888	2,032	6,112	3,932	36,253	25,608	6,171	6,363	38,142	74,395	51%
2017	21,905	1,907	1,825	6,534	2,926	35,097	26,477	6,426	5,477	38,380	73,477	52%
2016	23,902	2,357	1,809	6,595	4,206	38,869	27,309	7,663	5,577	40,549	79,418	51%
2015	25,318	2,216	1,174	6,117	3,435	38,260	24,845	5,605	5,502	35,952	74,212	48%
2014	23,422	2,405	929	5,885	3,867	36,508	26,145	5,975	3,932	36,052	72,560	50%
2013	23,220	2,438	1,138	6,311	3,799	36,906	25,748	6,108	3,769	35,625	72,531	49%
2012	23,523	2,636	1,231	6,161	3,618	37,169	28,694	7,121	2,963	38,778	75,947	51%
2011	23,723	3,242	843	5,128	3,449	36,385	28,422	6,854	2,678	37,954	74,339	51%
2010	20,652	3,180	878	6,594	4,457	35,761	27,379	6,782	3,442	37,603	73,364	51%
2009	22,986	3,517	2,089	5,011	5,218	38,821	26,929	6,107	3,160	36,196	75,017	48%
2008	23,524	4,582	1,204	5,837	5,816	40,963	25,997	6,959	5,918	38,874	79,837	49%
2007	24,113	4,858	1,177	6,544	6,577	43,269	29,758	7,470	3,353	40,581	83,850	48%
2006	22,099	7,080	1,485	5,828	6,962	43,454	31,342	7,376	3,654	42,372	85,826	49%
2005	16,577	11,948	2,162	4,601	6,404	41,692	28,879	7,270	4,869	41,018	82,710	50%
2004	16,731	12,074	1,858	4,602	5,472	40,737	30,078	7,250	4,212	41,540	82,277	50%
2003	17,168	12,342	1,912	4,371	5,397	41,190	28,837	6,065	3,800	38,702	79,892	48%
2002	17,705	15,353	1,953	5,482	4,487	44,980	30,641	7,111	3,205	40,957	85,937	48%
2001	13,280	21,699	1,943	5,034	4,070	46,026	30,163	7,039	1,837	39,039	85,065	46%
2000	14,082	18,987	1,779	3,480	2,382	40,710	28,967	4,375	2,879	36,221	76,931	47%

CAPITAL SPENDING

FISCAL YEAR 2022

	Allocated	Expended	Remaining
Tree work and Grinding	\$ 35,000.00	\$ 19,288.00	\$ 15,712.00
HVAC/Boiler upgrades	\$ 265,000.00	\$ 230,573.60	\$ 34,426.40
Pump house protection	\$ 10,000.00	\$ 7,072.50	\$ 2,927.50
Clubhouse/Pavilion carpeting	\$ 25,000.00	\$ 15,735.60	\$ 9,264.40
Clubhouse window and door replacement	\$ 280,000.00	\$ 16,049.70	\$ 263,950.30
Maintenance facility study	\$ 20,000.00	\$ 10,050.16	\$ 9,949.84
Sink hole repairs	\$ 40,000.00	\$ 6,003.24	\$ 33,996.76
Maintenance equipment replacement	\$ 232,000.00	\$ 157,068.63	\$ 74,931.37
Kitchen equipment replacement	\$ 25,000.00	\$ 25,000.00	\$ -
Driving range equipment/balls	\$ 20,000.00	\$ 10,514.19	\$ 9,485.81
Rental clubs/pushcarts	\$ 30,000.00	\$ 6,509.40	\$ 23,490.60
TOTAL	\$ 982,000.00	\$ 503,865.02	\$ 478,134.98

FISCAL YEAR 2023

	Allocated	Expended	Remaining
Sink hole repairs	\$ 20,000.00	\$ -	\$ 20,000.00
Cart path improvements	\$ 120,000.00	\$ 83,669.74	\$ 36,330.26
Forward tees	\$ 15,000.00	\$ -	\$ 15,000.00
HVAC/Boiler upgrades	\$ 75,000.00	\$ -	\$ 75,000.00
Clubhouse surrounds	\$ 30,000.00	\$ -	\$ 30,000.00
Kitchen equipment	\$ 15,000.00	\$ 2,839.66	\$ 12,160.34
Maintenance equipment replacement	\$ 380,000.00	\$ 6,301.39	\$ 373,698.61
Irrigation replacement design	\$ 75,000.00	\$ -	\$ 75,000.00
TOTAL	\$ 730,000.00	\$ 92,810.79	\$ 637,189.21



TOWN OF BREWSTER
Brewster, Massachusetts 02631
(508) 896-3701

GOLF COMMISSION
Minutes of June 13th, 2023

Commissioners Present: Anne O'Connell (Chair), Andrea Johnson (Vice-Chair), Rob David, John Kissida, Wynn Morton and David Valcourt.

Others Present: Jay Packett (Director of Operations), Colin Walsh (Superintendent), and Peggy McEvoy (Friends of Captains, virtually), Susan Olin (Ladies Nine Holvers), Rob Harris (Men's Association)

THIS MEETING WAS VIDEO RECORDED. The meeting may be viewed at: <https://reflect-brewster-ma.cablecast.tv/CablecastPublicSite/show/7555?site=1>

Chairperson Anne O'Connell called the meeting to order at 4:00 p.m.

Declaration of a Quorum – 6 Golf Commissioners present constituting a quorum.

Public Comment: Peggy McEvoy (Friends of Captains) - Stated how well the putting contest went and thanked Jay Packett, Colin Walsh, Pat Fannon and Jon Mohan for each of their efforts. The bird houses they have put up are doing great and The Friends are now focusing on the tournament in the Fall. They are still looking and need more volunteers.

Superintendent's Report (Colin Walsh): Colin noted that the warmer weather and rain has been helpful. The month of May was extremely dry, 15% of the water budget was spent in May but with the rains in June that should balance out. Colin Walsh commented about the Pleasant Bay Nitrogen load. It was revealed that the town was responsible for 13% of the nitrogen load to Pleasant Bay, and the golf course played a significant role in reducing that load. It was noted that the surrounding towns of Orleans, Chatham, and Harwich were involved in a lawsuit, but Brewster chose not to join at that time. Mark Nelson, the consultant from Horsley Witten, presented a report indicating that the golf course had successfully reduced approximately 75% of the nitrogen load through implemented measures. It was noted that this reduction was a significant achievement. It was announced that a Zoom meeting was scheduled for the following day with Jay, Mark Nelson, and potentially other participants. The purpose of the meeting was to discuss the impacts of nitrogen fertilizer and determine strategies to maintain proper nitrogen levels. Colin Walsh noted the recently held Mass Senior Four Ball tournament was praised as a fantastic event. The efforts of the staff and volunteers were acknowledged, and the course received positive feedback from participants. An update on the pump house protection study was provided by Colin. It was mentioned that Laurie Kennedy from Horsley Witten was wrapping up the project, and the results were expected by the end of the month. The study focused on modeling various scenarios to

mitigate flooding, including evaluating existing infiltration basins, incorporating swales and valleys to divert water flow, and exploring potential measures to control water reaching the pump house. Colin Walsh stated that Kurt Raber had submitted updated drawings for the proposed expansion or upgrade of the maintenance building. The plan included converting the existing building into cold storage, adding heated bays for pesticide storage and sprayers, constructing a new building for offices, break room, mechanic shop, additional storage, and potentially improving the remote building between holes seven and one port. A meeting with Kurt Raber to discuss these plans and gather input from the Golf Commission members was planned. Colin Walsh noted the delivery of a new mower for use on the greens, enhancing the quality of cuts. It was mentioned that the mower provided superior quality of cuts compared to the previous equipment. Additionally, it was noted that the backhoe, which had been previously backordered, was expected to arrive by the end of the week. Colin mentioned that preparations for the summer heat included the application of wetting agents to improve soil moisture retention and irrigation efficiency. The wetting agents provide 90 days of coverage, ensuring adequate soil moisture levels throughout the summer. It was noted that this practice reduced the amount of water needed for irrigation. Colin Walsh noted that the golf course staff recently welcomed two new employees who had been praised for their hard work and dedication.

Director's Report (Jay Packett): Jay Packett noted the successful hosting of the Mass Senior Four Ball tournament on May 22nd and 23rd. Positive feedback was received from players who commended the quality of the greens and the overall condition of the golf course. The efforts of the staff and volunteers, including Pat, Keith, Jon, and Eddie Beckler, were acknowledged. The coordination of the event, with numerous players and carts, was praised by Jay Packett. The staff at Freeman's Grill, particularly Sean Sullivan and his team, were recognized for providing excellent food services during the tournament, serving over 400 meals in one day. The event generated good revenue and raised awareness about the golf course. Jay Packett spoke about the budget status through the end of May. It was mentioned that the budget was at 88% compared to 82% in FY 22. However, this difference was attributed to a \$400,000 transfer to the capital stabilization fund. It was expressed that the budget was in good shape, and conversations were held with the finance and accounting teams to ensure a smooth end to the fiscal year. Jay provided a comparison of revenue in May 2023 and May 2022. The report showed that the revenue for May 2023 was over \$146,000 ahead of the previous year. It was noted that the increase in revenue from cart fees was due to the Mass Senior Four Ball tournament, which required all players to ride in carts. The revenue from handicap fees was mentioned, highlighting a rebate received from Mass Golf for taking over handicap services. The revenue for the fiscal year through May was discussed, indicating that the golf course was \$342,000 ahead of the previous year. The increase in membership fees, greens fees, cart fees, handicap revenue, and solar revenue contributed to this positive trend. It was stated that the golf course was trending in the right direction and expected to surpass original revenue projections. Jay Packett went over the play totals for May, revealing that it was the second-best May since transitioning to 36 holes. A total of 10,588 rounds were played in May, with an average of 342 rounds per day. Memorial Day weekend was particularly busy, with 2,263 rounds played in four days. It was acknowledged that these numbers were remarkable, and credit was given to Colin and the staff for maintaining the course. The overall play totals for the calendar year 2023 were discussed, indicating a positive trend compared to the previous. Jay Packett spoke about capital spending updates which included the significant expenditure of over \$230,000 on the HVAC system. It was noted that the maintenance equipment replacement from FY 22 was in progress, with \$136,000 remaining on that line item. The equipment had been ordered and was being received gradually. The FY 23 budget, particularly the sprayers, was mentioned, and it was hoped that they would be delivered in late July.

Discussion followed on the directors report: During the discussion, several questions and clarifications were raised regarding the capital spending and financials. Dave and Rob inquired about the current cart path improvements and the discrepancy between the amount spent and the reported figures. It was clarified that the bill for the work had not been processed by the end of May, but it will be reflected in the July meeting's financials. The topic of pumphouse protection was also brought up, with concerns about

the remaining budget. Jay Packett confirmed that there is enough funding to cover the project as it was initially budgeted for a specific amount. Regarding the HVAC system, there was a question about whether it would impact the FY 23 budget. It was acknowledged that there might be some additional costs, particularly for the installation of the makeup air unit in the fall. However, the details and extent of those costs were yet to be determined. Rob David asked about the maintenance study bill and whether its timing would affect the budget. It was clarified that capital projects are not tied to the fiscal year calendar, so the billing timing wouldn't impact the budget's availability for spending.

Jay Packett then provided an update on membership numbers. It was mentioned that the current membership count is slightly ahead of last year by about 50 players. It was anticipated that the numbers would continue to grow until the end of June but might taper off thereafter. Jay Packett also noted that the target of 25 nonresident members had not been reached yet. Currently, there have been 18 new non-resident members who have joined from the waiting list. There are seven remaining on the list, and the breakdown is as follows: five of them were spoken to in May and will join in June, while three were contacted in early June but have not responded yet. The process involves contacting individuals, giving them a 10-day timeframe to respond, and moving on to the next person if no communication is received. So far, the staff has made it through 37 people on the waiting list. Considering that three individuals have not responded within a week, it is likely that the staff will move on to the next applicants. However, there is confidence that filling the remaining 25 non-resident slots will not be an issue, as there are individuals who are eager and excited to join. Discussion followed: During the discussion, Anne O'Connell raised the point that while they are adding 25 new members, they have also experienced some member loss. She suggested revisiting the topic in the first meeting of July to explore potential solutions. Dave Valcourt reiterated that the decisions made regarding fees and tee time allocations have been successful, as there has been no decrease in membership and play remains strong. The group acknowledged that some members who sign up as groups may face challenges due to point allocations. Jay Packett mentioned that Mondays have become popular for golf, and there have been occasional instances where groups get shut out. However, he stated that overall, there have been no complaints received. Jay also advised members not to hesitate in widening their tee time window to increase their chances of securing preferred tee times.

Keefe Refund Request (Anne O'Connell): Anne O'Connell presented the refund request for Steve Keefe, a motion was made, seconded, and all members voted in favor of the refund. Jay Packett presented a refund request for a member. A motion was made, seconded, and all members voted in favor of the refund. Anne O'Connell suggested that Jay Packett handle the communication with both individuals, which he agreed to do.

Update Remote Meeting Policy (Anne O'Connell) Anne O'Connell provided an update on the remote meeting policy. She mentioned that she had sent a letter on behalf of the Golf Commission to the Select Board, requesting a modification to the requirement of a physical quorum for meetings to comply with the Open Meeting Law. However, the Select Board discussed the matter at their meetings on May 22 and June, but they declined to modify their policy. As a result, the Golf Commission is obligated to follow the existing policy. Anne O'Connell will send out another copy of the policy to the members.

Strategic Planning Updates (Commission): Rob David provided an update on the signage at the golf course. He noticed that some signs were covered with algae and needed cleaning, so he spoke with Jay about getting them cleaned. They also discussed the starter shed sign, which is broken and needs updating. Rob conducted an inventory of signage at other courses and submitted a revised list to Jay. Jay Packett apologized for not having responded yet but mentioned that he would look into it. There was talk about the sign that hangs low over the entrance to the pro shop and it was agreed to get it moved. Anne O'Connell mentioned the need to reevaluate the dress code sign and questioned its necessity. Jay Packett explained that the dress code was primarily for members and not enforced for non-members. They discussed the possibility of having a sign that simply states "proper attire is required" and agreed that it

would be sufficient.

John Kissida acknowledged the work done by the Friends of Captains on the landscape of holes 11 and 13, which have improved the appearance. He expressed the hope that The Friends would continue their efforts in the starter shack area, which still needs additional planting. Jay Packett confirmed that The Friends are also responsible for maintaining the flowerpot in the walk-up area, which has helped prevent unauthorized access. Peggy McEvoy (Friends of Captains) mentioned that the Friends recently sponsored the summer golf program for children aged 6 to 12, and the program filled up quickly with 24 participants on the waiting list. She also mentioned the possibility of organizing a second clinic for interested participants that would be paid for by the participants themselves. Jay Packett expressed gratitude for the Friends' support and their willingness to provide opportunities for junior golfers. Peggy McEvoy suggested exploring additional opportunities to collaborate in the future. Jay Packett agreed to follow up with Keith and Jon regarding the second clinic.

Preliminary discussion on purpose of Golf Commission as provided for in Town Bylaws; Chapter 6; Article V; Sub-section 6.6: Anne O'Connell addressed the next agenda item requested by John Kissida, which was a review of the commission's responsibilities as outlined in the town code. She acknowledged that the current bylaw was outdated and in need of updates. She explained the process involved in making changes to the bylaw, including obtaining approval from the town council and the Select Board, and presenting the changes at a special town meeting. She mentioned that the goal was to have the changes approved by the end of September and implemented by the end of Q1 or Q2 of 2024. Anne O'Connell pointed out some obvious modifications that needed to be made, such as removing references to the former director of golf and updating references to the town's financial arrangement with the golf commission as an enterprise account. She invited further discussion on other aspects that might require changes. Anne O'Connell proposed appointing a small group of individuals to work on the revisions and report back at the next meeting in two weeks, considering the urgency of the matter due to the summer holidays. She gave John Kissida the opportunity to share any additional input he had on the topic. John Kissida expressed the need to review and define the commission's responsibilities as a whole, considering their role as the largest business in town. He highlighted examples such as the need to modify references to the former director of golf and include the commission's involvement in hiring key staff. Dave Valcourt suggested that the commission be granted more decision-making authority on routine matters related to eligibility, fees, and operating hours. He emphasized the expertise within the group and the ability to make informed decisions. Anne O'Connell supported the idea and encouraged Dave and John to work on a proposal to present to the Select Board. She requested the proposal to be available before the next meeting and offered her assistance. The next meeting was scheduled for two weeks later, and Anne O'Connell urged Dave and John to consider the town charter in their discussions.

Questions and Comments from Associations and Liaisons:

Review and approve minutes (5/9): A motion to approve the minutes as amended was made. The motion was seconded and approved by all.

Future Agenda Items and Meetings (6/27) - Wynn Morton announced his retirement from the Golf Commission, stating that he will not seek reappointment. He mentioned that his term will end at the end of the month and reflected on his eight years of service, including over 100 meetings. He acknowledged the collaborative efforts of others and expressed contentment with the current state of the course. Although retiring from the commission, Wynn revealed his plans to remain involved by providing input for the Capitalist Chronicle, participating in regular email blasts, and working with Keith on website upgrades. He mentioned transitioning from a ranger to a golf course ambassador, engaging with stakeholders, and commended Pat for improving the culture and organization of the employees. Wynn expressed pride in being a member of the "captains' crew" and emphasized that the course has become a

premier golf destination. He concluded by stating that he will still be present and involved in the golf community. Anne O'Connell expressed her gratitude to Wynn Morton on behalf of the Golf Commission for his years of service, recognizing the value he brought to the team. She encouraged Wynn to continue sharing his observations from the course, emphasizing that his insights would be valuable and appreciated. Jay Packett also expressed his gratitude to Wynn Morton for his contributions over the past two years. He acknowledged Wynn's assistance with various aspects such as the website, drone footage, and other matters, highlighting the invaluable support he provided during Jay's transition. Jay expressed his appreciation for Wynn's efforts in making his own role smoother and easier.

Matters not anticipated by the Chair:

Jay Packett informed the golf commission that he had been approached by a gentleman interested in hosting an event in October, specifically on Friday, October 20. The event, called "Fishing for the Mission 20-2.org," aimed to support struggling veterans and fund various programs for their benefit. Jay mentioned that he had worked with the gentleman before and believed in his good intentions. The requested date was available, and Jay sought the commission's approval for the event. He mentioned that the goal was to sell out the event with 144 players, although the first year might not reach that number. Jay clarified that the event would take place on the Friday prior to the member-member tournament and would like the Golf Commissions thoughts, discussion followed: Dave Valcourt expressed his initial intention to discuss the Veterans Day tournament with Jay Packett. He recalled a previous conversation where there was an intention or plan to work on the tournament. However, he acknowledged that November 11th, which is Veterans Day, and the event in question appeared to have no connection, despite their close proximity on the calendar. Jay Packett clarified that while they don't have a specific Veterans Day event, they offer free green fees to veterans and current military members on that day. Dave mentioned that there was a discussion about the Veterans Day tournament in the past. Anne O'Connell suggested going back to the minutes to refresh their memory on the topic. Peggy McEvoy, representing the Friends group, mentioned their plan to combine the turkey shoot and food drive with a donation for veterans on Veterans Day. Jay Packett confirmed the plan and expressed enthusiasm for the event. Dave Valcourt indicated his agreement and expressed interest in getting in contact with the organizer. The Golf Commission approved the event, and Jay Packett assured everyone that he would provide updates if there were any changes.

John Kissida requested an update on the business manager position and its current status. Jay Packett mentioned that the position will be posted shortly after July 1, as the necessary funds were not yet available. The final draft of the job description has been approved, and Susan from HR will be responsible for sending it out and advertising the position with interviews beginning in early July, with the aim of having someone on board soon. In response to the commission's request to see the job description, it was mentioned that an expanded description could be provided.

Dave Valcourt suggested that the Commission should gather essential information to communicate to the membership at the end of the fiscal year. The goal is to tell the story of how the Commission successfully completed the fiscal year and to provide explanations for certain aspects such as environmental issues and new equipment. It was mentioned that a topical outline would be created and circulated among the Commission members for their input. It was noted that a draft would be ready for the next meeting to ensure timely communication with the membership.

A motion to adjourn was made by Anne O'Connell - Motion was approved and the meeting was adjourned.