

## MINUTES- GOLF COURSE ADVISORY COMMITTEE MEETING August 7, 2018

present: Deborah Moore, Wally Thornton, Sylvia Stickney, Bob Smith, and Chryso Lawless. Jeff Ritter, town manager, was present.

Deb called the meeting to order at 7:00.

Michael Sarsfield was appointed to the committee by the Board of Selectmen but has not yet been sworn in.

We need the FYE 6/30/18 financials. Chryso will follow up with Jason Larramee and Sharon Emerick the town accountant.

We reviewed the Request for Proposal for the restaurant at Pinecrest. We updated, corrected, and revised a number of terms. One change was to receive 12% of food sales and a flat percentage of liquor sales.

We reviewed the Request for Proposal for the management of the Pinecrest Golf Course which has been reviewed and approved by town counsel.

We made a number of corrections updates, and clarifications. We discussed the possibility of a 5 year contract term with a 3 year or 2 year extension. Jeff Ritter will review this with town counsel.

We added language regarding financial reports from the golf course manager. They should include detail of categories: green fees, membership, cart/club rentals, food and beverage, merchandise, practice range, miscellaneous.

Many sections of the contract were noted as needing attention to consistent enforcement.

Jeff Ritter will check with the fire chief on how often the defibrillator is tested.

Both RFPs will be issued at the end of August.

The town will paint the bathrooms. The dumpster and the deck will be repaired. The exterior of the clubhouse will be power washed and painted in November.

We will discuss with Johnson Management:

- Out of bounds lines
- Improving signage to protect the greens.

The meeting was adjourned at 9:00 p.m.

Submitted by: Chryso Lawless  
(these minutes were approved at the 1/23/19 meeting.)

