

## **GOLF COURSE CLUBHOUSE COMMITTEE** **MEETING MINUTES**

MEETING DATE: November 28, 2018 at 7:00 PM, Holliston Town Hall  
RM#105

ISSUE DATE:

PRESENT

VOTING MEMBERS: Elizabeth Greendale, Anne MacDougall, Bob Nemet, Jay Robinson, Paul Saulnier, Larry Wise

ABSENT

VOTING MEMBERS: Jamie Fisher

GUESTS:

PREPARED BY: Jay Robinson

COPIES TO: Elizabeth Greendale, Town Clerk

DISCUSSION ITEMS:

1. Roll Call
2. Introductions
3. Align on the goal of the committee...aligning with the Selectmen's call to action.  
Brainstorming:
  - Bob raised a question about 1 floor or 2 floors for clubhouse...."as part of the expansion does the design encompass going up or out". Anne MacDougall discussed the logistical complications of this option. No further action taken on this point.
  - Logistics: Wednesdays are the best for the committee.
  - Next meeting December 12th 7PM
  - Bob: Follow up with Mike to get him to join us on the 12th.
  - Anne: Will visit a few golf courses to do analysis of what other clubs do. Will look at private vs. public.
  - Paul: Will follow up in parallel on restaurant / clubhouse operations.
  - Larry / Paul: Follow up to do industry research on restaurants and profitability.
  - Bob: Follow up to confirm there are no considerations / potential issues with the HVAC / Electrical.

- Paul: Paul will research the impact on the septic system with expansion. What is the tipping point in which there needs to be additional investment in the septic system.
  - Jay: "Facility is unavailable to the renter potentially for 1-6 months if there's a major renovation to the facility."
4. Ann read mission statement
  5. Paul:
    - a. The priority of the clubhouse should be:
      - i. Golfers / Functions / Restaurant
      - ii. Staffing:
        1. Functions are variable costs and most likely the preferred revenue stream for most proprietors of the space.
  6. Paul:
    - a. Investigate other golf courses.
    - b. Bathrooms - Add a set of bath rooms.
    - c. Solar Panels: Should we look at putting solar panels on the building?
    - d. Concerns about parking spaces and location of spots. Can the property accommodate demand. Paul stated dissatisfaction with the layout of the parking.
    - e. Septic: as we expand....we need to account for 35 lbs / day / seat.
    - f. How to identify peer golf courses.
  7. Larry:
    - a. Bathrooms - Advocated for adding a set of bath rooms so that golfers don't interrupt functions.
    - b. Ratios of bathrooms / occupants.
  8. Ann:
 

Aligned with Solar.

    - 1 floor is optimal for restaurant (stay off the stairs).
  9. Jay:
    - a. REQUIREMENT that committee discussed: Have a bar / restaurant / functional at the same time. Is this a MUST HAVE or a SHOULD HAVE? Committee needs to take this into consideration on the design
  1. Bob:
    - a. Concern about roof if the facility is expanded. Does expansion trigger overhaul of the roof which is 15-20 years old.
  8. Liz:
    - a. Advocated for a restaurant at the location.

4. Review current state of clubhouse. Bob can provide an update as he is in there weekly.
5. Identify times to do a site visit of the clubhouse. We'll need to be in session for this visit since we'll have a quorum.
6. Assign roles & areas of expertise for each team member.
7. Vote on Chairman and Secretary
  - Jay Robinson nominated Chair.
  - Jamie Fisher nominated Secretary
8. Other business
  - Paul nominated Chairman (Jay R), Liz second.
  - Jay nominated Secretary (Jamie F), Paul second.
9. Meeting Adjourned