

**MINUTES OF THE JUNE 1, 2020 MEETING OF THE
COUNTRY CLUB MANAGEMENT COMMITTEE ("CCMC")**

Remote meeting via telephone conference call

Dial in number: (929) 205-6099

Meeting ID: 812 7487 7229

Website: <https://zoom.us/join>

Members Present: Christine Smith, Chairman, Susan Sullivan, Jack Bailey, Sean Toland and William Friend.

Others Attending: Kevin Whalen, Executive Director of the SSCC and George Danis, the Town Advisory Committee's liaison to the CCMC.

The meeting was called to order at 4:07 PM. All of the CCMC members were present and this constituted a quorum. This quorum remained present throughout the meeting.

Before commencing with the meeting Agenda, Christine Smith informed those in attendance that the meeting was being held remotely by telephone as an alternative means of public access, pursuant to an Order issued by the Governor of Massachusetts, dated March 12, 2020- Suspending Certain provisions of the Open Meeting Law. And, that this meeting and all telephone communications during this meeting may be recorded, by the Town of Hingham, in accordance with the Open Meeting Law.

After reading the foregoing, Christine Smith reminded the Committee that the annual Town Meeting had been rescheduled, to June 20, 2020, and will now be held at the Town's high school athletic fields.

The Committee's first order of business was a review of the minutes of the May 11, 2020, CCMC meeting. Corrections were made by the Committee and thereafter, the corrected May 11, 2020, CCMC minutes were approved. The Committee then authorized William Friend, secretary/clerk of the meeting, to make any further corrections to the minutes, he deems necessary and appropriate, and to forward the final corrected minutes to the Town Clerk for posting.

The CCMC's approval of the minutes was followed by the Executive Director's Report (the "EDR"). This Report was presented by Kevin Whalen, Executive Director of the South Shore Country Club (the "SSCC").

Kevin Whalen commenced the EDR with a presentation of SSCC's Monthly and Year-to-Date Financial Reports. His presentation included a review of the monthly revenue, by department, for May, 2020, advising that the revenue total (\$164,477.) exceeded his projection for the month. He then reviewed the SSCC's year-to-date revenue report-through May 30, 2020, (total \$1,458,315.) and compared this to the revenue for the same 11-month period in FY2019.

In summarizing the May results, Kevin Whalen noted that sign-up of golf permit holders was ahead of expectations; that Vista Verde Corp was current with its rental and utility payments, in spite of the business interruption tied to Covid19; that golf cart rental income in May was very limited, due to state restrictions on their use; and that thirty percent (30%) of the golf course's tee times have been eliminated, because of a 15-minute tee time separation requirement imposed by the state. He added that he hopes that some of the restrictions will be removed or modified on or about June 8th.

Kevin Whalen continued the financial discussion with a presentation of his revised revenue and expenditure projections for the year, adding that while the SSCC is losing considerable revenue due to the Covid19 cancelled outings and tournaments, the SSCC should be able to recoup some of the lost revenue because of the tee times that are freed up by these eliminated golf events.

Kevin Whalen concluded his financial report, advising the Committee that Jean Montgomery, the Town Treasurer, and Nancy leary, also in the Treasurer's office, provided considerable help, in the implementation of SSCC's on-line, tee-time booking system, which was required by the state for the booking of all tee times, during the initial stages of reopening of all golf courses in the state.

Kevin Whalen followed with an update regarding his adjusted operating procedures, in response to the issues created by the Covid19 virus restrictions.

He started with a review of proposed procedures, to be implemented when carts are again permitted on the course. He discussed the process for the cleaning, renting and use of the golf carts, explaining that carts would be picked up and returned in the upper parking lot and fog-sprayed with disinfectant before being made available for re-use. To do this, he requested permission to allow golf carts back into the upper SSCC parking lot, noting that the Committee's restriction on carts in the lot was implemented when there was a safety concern about children walking in and out of the pool area, which, with the pool closed, will not be an issue. He added, eliminating this restriction is a convenience for the golfers and also allows the SSCC to avoid congestion and "social distancing issues" in the first and tenth tee areas. The Committee agreed with the proposed plan and approved elimination of the restriction-allowing carts in the upper parking lot.

Kevin Whalen continued his review of the SSCC's Covid19 procedures, with a discussion of SSCC's control plan that will be in place when the main building is again open to the public, reporting that a service has been retained to periodically spray disinfectant in the public areas, that bathrooms will be cleaned every two hours, that all "porta potties", on the golf course, will not be open for public use. He added that he has requested that the Town Health Dept. approve his procedures for the opening of the building and the use of the bathrooms and is waiting on their response.

Kevin Whalen concluded the EDR with a report on his progress with regard to the proposed replacement of SSCC's equipment maintenance facility. He reported that he has met with the Town Manager and Town Engineer and will be asking the Town to approve a \$2.2M bonding authorization. It is understood that the actual bonding will not occur until the SSCC's phased-out plan for expenditures is determined, a payment schedule is developed and the SSCC can satisfy the Town that it can live with the expenditure plan and meet the payment schedule. He also informed the Committee that the Town Engineer will serve as the project manager and assist with the preparation of the necessary RFQ.

Upon conclusion of this discussion, it was agreed that, even though the swimming pool will be closed and not filled with water this summer, resulting in considerably less weight over the existing equipment maintenance facility, Kevin Whalen should contact the engineering firm that performs the periodic safety inspections of the equipment maintenance facility structure and schedule a follow up inspection.

Christine Smith followed the EDR with an update regarding on-going CCMC matters, commencing with an update on the SSCC's food and beverage lessee, Vista Verde Corp. She advised the Committee that the Committee's working group (Sue Sullivan and Bill Friend) had recently met with Frank and Elio Ricci, the principals of Vista Verde Corp. and have discussed the impact that the Covid19 shutdown and restrictions are having on Vista Verde's business operations at the SSCC. Proposals for how to resolve the Vista Verde financial issues were presented and discussed and Frank Ricci has agreed to prepare additional follow up financial material and analysis.

It was agreed that the working group will present the Vista Verde information to the Committee at its next meeting.

Christine Smith then called upon Sean Toland and Jack Bailey for an update on the "Hingham Day at the SSCC" event that was discussed by the Committee at its May 15th meeting. Jack Bailey and Sean Toland informed the Committee of their ideas for tying the event to the SSCC's 100th anniversary, in 2022, and possible marketing approaches for the event. A date for the event was discussed but has not yet been determined and concerns about the impact on the golf course business were also considered.

It was then agreed that "Hingham Day at the SSCC" will be discussed further at the next Committee meeting.

Christine Smith concluded with information on the Articles in this year's Warrant for the Annual Town Meeting that specifically pertain to the SSCC. The Committee then considered what needed to be done to prepare for the Town Meeting. It was not clear what role the Committee

members would play in the Town Meeting discussion of the Articles pertinent to the SSCC.

The Committee agreed to meet at 4:PM on Monday, June 15th, to further discuss Town Meeting preparations.

Thereafter, on motion duly made and seconded, the Committee unanimously agreed to adjourn.

**Respectfully submitted
By William Friend
Secretary/Clerk**

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