

MINUTES OF THE SEPTEMBER 17, 2018 MEETING, OF THE COUNTRY CLUB
MANAGEMENT COMMITTEE (CCMC),
HELD IN THE "CLUB ROOM",
OF THE SOUTH SHORE COUNTRY CLUB (SSCC).

Members Present: Jack Bailey, Roderick Gaskell, Christine Smith, Susan Sullivan, and William Friend.

Others Attending: Kevin Whalen, Executive Director of the CCMC, Elizabeth Claypoole, CCMC liaison from the Town of Hingham Advisory Committee (ADCOM), Tom Hoffman and Warren Pelissier, Trustees of the Friends of the SSCC, were all present for the entire meeting. In addition, Mary Power, a member of the Town's Board of Selectmen, Christopher Riley and Cate Cannon, SSCC employees, David Basler, the Town's Director of Human Resources and Linda Friend were present for limited portions of the meeting.

The Chairman called the meeting to order at 8:30 AM. The members in attendance constituted a quorum. A quorum remained present throughout the meeting.

The first order of business was the introduction of Elizabeth Claypoole and Tom Hoffman to the committee members.

Following these introductions, the minutes of the August 20, 2018 CCMC meeting were presented for review and approval. Revisions to the minutes, suggested by Rod Gaskell were reviewed and discussed and on motion duly made and seconded, the revised minutes of the August 20, 2018 meeting were approved and accepted. William Friend, secretary/clerk of the meeting, was then authorized by the committee to make any further corrections to the minutes he deemed necessary and appropriate and to then forward the final minutes to the Town Clerk for posting.

The approval of the minutes was followed by a report by Kevin Whalen and Rod Gaskell on the current status of efforts to replace the failed septic system discussed at prior meetings. It was reported that bids had been received for the work and that Roger Fernandes, the Town Engineer would be deciding which bid was the most responsive. Once this decision has been made Kevin Whalen and Tom Mayo, the Town Administrator, will proceed with awarding the contract for the project. The potential timing and other relevant information concerning the scope of the project were also discussed.

Kevin Whalen followed with his Administrative Report. This report included: an update on the status of the repair/replacement of the golf course weather alert system and how it might ultimately be able to serve the Town's athletic fields, as well; information on the Town's October 26th Halloween Party and Hayride, which is held at the SSCC and hosted by the SSCC and the Town's Recreation Department; the preparation work being done for the October 22, 2018 Hingham Scramble Championship and the related golf course capital fundraising efforts; and an energy audit of the SSCC which is scheduled in the next few weeks, as part of the Town's efforts to be designated a "Green Community".

At this time, Mary Power joined the meeting. Kevin Whalen deferred the rest of his Administrative Report to allow Mary Power to present her report on the Town's financial position and long-term planning ("the Report") to the CCMC.

Prior to presenting her Report, Mary Power invited Cate Cannon, David Basler and Linda Friend to join the meeting. She then presented William Friend with a Citation, signed by the Board of Selectmen, recognizing him for his volunteer work at the SSCC, particularly during the four-month period between the resignation date of the former Director and the hiring date of the new SSCC Executive Director.

Following the presentation of the Citation, the invited guests and Sue Sullivan departed from the meeting.

Mary Power's Report included: a review of the Town's current financial position, the background and basis for the Town's AAA bond rating and the impact of the rating on town debt, a summary of the current demographics of the Town and the trends in these demographics, a review of proposed capital projects and the potential impact of the borrowing for these projects on home and property taxes. She concluded with a discussion of the steps undertaken by the Town to address the spending constraints identified in the Report. A question and answer period followed and then Mary Power was thanked for providing the Report to the committee.

Following the Report, Mary Power and Rod Gaskell departed from the meeting.

Kevin Whalen then continued his Administrative Report with information on the following: his research on the potential installation of a communications relay station at the SSCC, his implementation of a program to induce new golf members to join the SSCC (if they join now for next year they can also enjoy the benefits of membership for the remaining three months of this year) and a proposed 10% reduction in all membership fees. (Note: He anticipates that this, across the board fee reduction, will result in an increased number of memberships and more membership revenue.)

Kevin Whalen followed his Administrative Report with a current financial update, reviewing a detailed analysis of SSCC revenues, for the month of August and comparing the results to the total revenues received in same period of the prior year. He also provided a summary of all expenditures made during the prior year and explained that this summary would be used in the "zero-based budgeting" for the coming year.

Following the Administrative and Financial Reports, the Committee, with the assistance of Warren Pelissier and Christine Smith (Trustees of Friends' of the SSCC), discussed the proposed new SSCC golf and pool improvement project and their CPC and private funding efforts (the "improvement project"). The discussion began with a short review of the Preliminary Application filed with the CPC on August 24th, and supplemental improvement funding information provided to the CPC thereafter. Warren Pelissier continued the discussions with information on the expansion of the Friends of the SSCC group. He advised that several new and younger members had joined-doubling the size of the group and that these new members are active in the swimming community, have the energy and technical skills that will help with the development of the Friend's website and social media efforts, and will be instrumental in raising attention and funds for the golf course and pool improvement project.

Kevin Whalen then advised the Committee that, based on his research and his prior experience with similar projects, he anticipated that the “timeline” for completion of the improvement project would be twenty-one months to two years, after Town approval to proceed is given. He then summarized the steps involved in the “timeline” process. Christine Smith followed with information she had gathered with regard to alternative potential revenue sources for funding the golf course and pool improvement project, including potential solar energy roof installations and MBTA parking revenues.

Continuing the discussion of matters pertaining to the SSCC’s golf and pool improvement project, Kevin Whalen advised the Committee that he and William Friend had recently spoken with Scott Orłowski P.E., of Apex Engineering (the firm retained by CCMC to periodically examine the existing pool), who advised them that, while there was insignificant movement in the crack monitors, there was significant leaking into the pump room below the pool. Mr. Orłowski’s written report recommending that the pool be drained indefinitely (i.e. until the source of the leaks can be determined and repaired) Kevin Whalen noted that, pursuant to this recommendation by the engineering firm, the pool had been drained and added that work would be done to try and locate the source of the leaks. It was then discussed and understood by the Committee that, if the source of the leaks could not be found or if the cost to remedy the problem was excessive, this might result in the permanent closing of the pool.

William Friend concluded the meeting by referring the Committee members to the CCMC By-Laws included with the materials they were provided for the meeting. He advised the Committee that the By-Laws contain a provision for election of the CCMC chairman. He then proposed that, since a formal election had not been held for quite some time, an election should be held at the next meeting and that the secretary/clerk of the Committee should also be elected at the same meeting.

The date for the next meeting was then scheduled for October 3, 2018.

Thereafter, on motion duly made and seconded, the meeting was adjourned.

Respectfully submitted,
William Friend
Chairman and Clerk