

Yarmouth Golf Enterprise Committee
Minutes of Meeting
March 15, 2021

Attending Committee Members: Ellen Chapman, Ted Deckel, Beverly Arnett, Chris Hanson, Andy Martin and Richard Simon

Attending from the Golf Operations Department: Scott Gilmore and Dennis Hoye

Attending from the Public: Francis Fields, Jay Frapie, Bruce Morey, Paul Sachse, Richard McCullough, Mel Scott

Guest Speakers: Jeff Colby (Yarmouth DPW Director) and David Young (CDM Smith)

The virtual Zoom Meeting was called to order shortly after 5:00 PM.

1. As required by state open meeting law, a public notice was read and a roll call vote was conducted to authorize use of the online meeting method. All GEC members voted in the affirmative.
2. The meeting opened with an update of the wastewater project by the guest speakers. Mr. Young had provided the GEC with advance copy of his 21 page report. Mr. Colby indicated approval of the project would be on the warrant for the Yarmouth spring town meeting (May 22, 2021), followed by a town wide vote. Mr. Young overviewed the latest updates made to the prior report (Oct. 2020) which were summarized in Table 8 (p 8), including an estimate of lost revenue during construction (\$1.1m), revised probable construction costs, and the projected Yarmouth cost sharing (~\$6.5m – excluding any clubhouse related costs). The Capital Plan Framework (CPF) included ~\$4.8m, which assumes the cost to ‘restore’ Bass River to its current condition would be included in the town’s wastewater project funding while the Golf Enterprise would cover course ‘Master Plan’ upgrades plus pre-ordained 2025 irrigation & bunker maintenance.
3. The minutes for the GEC’s February 8th meeting and February 25th workshop were approved by unanimous rollcall vote.
4. Following the approval of the prior meeting minutes, the meeting was opened for public comments. Richard McCullough (44 Kates Path Village) spoke regarding the restriction of the annual Links pass to play after 1pm, indicating he and several of his regular Links golfing partners would likely not renew unless the restricted time was earlier in the day (currently 11 am). Paul Sachse (6 Forest Gate) echoed this concern. Other attending members of the public did not request time to address the GEC and the meeting continued.
5. A latest draft version of Yarmouth Golf’s “2021 Policies and Procedures Guide” had been emailed to the GEC prior to the meeting. Concerns with the previous draft regarding inconsistent semantics (rules, policies, guidelines, restrictions, et al) had been addressed. Proposed changes to recent past practice/restrictions that affect annual pass golfers (e.g. time restrictions for Links & Junior passes) were discussed. While not optimal for golf operations (reduced flexibility for

prime revenue morning 18 hole play from White to Blue-Links courses), the option of shifting the time restrictions from 1pm to noon was supported by the Golf Dept. A motion to endorse the guide with the time restrictions for Junior and Links annual pass play changed from 1 pm to noon was approved by unanimous rollcall vote.

6. Yarmouth's newly elected Selectman, Dan Horgan, had been unable to attend the last GEC meeting as he had hoped, but Chairperson Chapman was able to schedule an meeting with Selectman Horgan and Director Gilmore to address his questions about the state of the Golf Enterprise, including capital expenses related to the wastewater project. GEC member Simon attended to overview the GEC's Capital Plan Framework (CPF). Critical areas that were covered included both short term imperatives (seasonal staff pay rates, hiring for the 2021 season, restaurant operations, 2022 capital spending for Bayberry Hills, and GEC vacancies) as well as the longer term topics (post-Covid revenue outlook, Bass River restoration plan and allocation methodology for FT benefits).
7. As the tempo of golf operations quickens in advance of the reopening of Bayberry Hills for the season (weekends starting March 26th and daily starting April 8th), the Directors report covered the following topics:
 - a) Following the Selectmen's approval of the 2021 fee schedule, the sale of 2021 annual passes got off to a strong start, primarily from first timers (over 100 new) and Links pass upgraders anxious to get an early start to the season at Bass River. Renewals are lagging prior years due to extension of the 2020 pass from Jan 1st to Apr 1st with the expectation most will renew plus even more first timers.
 - b) The contract for the restaurant operations has been awarded to the winning bidder but details can't be made public until final contract has been negotiated and signed. With just days to go before reopening, there is heightened anxiety.
 - c) Most winter course work has been completed, with exception the driving range 'teeline' mat installation. The delay won't affect reopening of the driving range.
 - d) As soon as the credit card system compliance is confirmed, Club Prophet POS will go live. An added benefit of the conversion will be lower merchant servicing fees (~\$30,000 savings per year) consistent with the CPF projections.
 - e) The contract was awarded for the re-roofing of the Bayberry Hills clubhouse and cart barn with the winning bid well below the projected cost (\$28,000 vs \$50,000). Work is expected to be completed prior to re-opening day.
 - f) Financial results for the first 8 months of the fiscal year remain strong, with revenues up \$845,000 over prior year even with lower annual pass revenues (\$65,000) due to the extension of the 2020 annual pass expiration. Expenses are the same as last year. This data is tracking well with the CPF projections.
8. The GEC will meet next on April 12th.

A motion to adjourn was accepted by unanimous rollcall vote about 6:50 PM.