

MINUTES OF THE JANUARY 8, 2019 MEETING,
OF THE COUNTRY CLUB MANAGEMENT COMMITTEE (CCMC),
HELD IN THE "CLUB ROOM"
OF THE SOUTH SHORE COUNTRY CLUB (SSCC).

Members Present: Christine Smith, Chairman, Roderick Gaskell, and William Friend.

Others Attending: Kevin Whalen, Executive Director of the CCMC and Warren Pelissier, Chairman of Friends of the SSCC Foundation.

The meeting was called to order at 8:05 AM. The members in attendance constituted a quorum. A quorum remained present throughout the meeting.

The first order of business was the Committee's review of the minutes of the December 4, 2018 CCMC meeting. Revisions to these minutes were suggested by Rod Gaskell. The revised minutes were then reviewed and, thereafter, on motion duly made and seconded, the revised minutes of the December 4, 2018 meeting were approved and accepted. William Friend, secretary/clerk of the meeting, was then authorized by the Committee to make any other corrections to the minutes he deemed necessary and appropriate and to forward the final corrected minutes to the Town Clerk for posting.

The approval of the minutes was followed by the Executive Director's Report.

Kevin Whalen opened this report with a review of the SSCC's December, 2018 financial results. A document reflecting the monthly revenue received by each SSCC department was presented to and reviewed by the committee. Several of the line items in the document were then discussed in detail by the committee. Kevin Whalen continued his financial review with an assessment of the SSCC year-to-date revenue compared to the SSCC revenue for the same period in the prior year, estimating that SSCC's revenues were currently ahead of last year's by approximately \$30k. He added that he is managing this year's expenses to last year's revenue (\$1.8M). The committee agreed with this conservative financial approach.

Kevin Whalen next presented and discussed his proposed 2020 SSCC Operating Budget, explaining that the format was based on materials provided to him by the Town. He added that he consulted with Michelle Monsegur, Tom Mayo and Christine Smith, and others as he developed this Budget. He then referred the committee to the important provisions of the proposed Budget, explained the reasoning behind his decisions with regard to these provisions and noted that the proposed 2020 SSCC Budget sets the targets for revenue and expenses at \$1.944M and \$1.943M respectively.

After discussion, the committee approved the proposed 2020 SSCC Budget

When the committee's discussion of the 2020 Budget was completed, Kevin Whalen advised the committee that he would be presenting the committee approved 2020 Budget to the Town's Advisory Committee later in the same day. Committee members were then invited by Kevin Whalen to join him at the Ad Com meeting, for this presentation.

Kevin Whalen, followed with information on the permit holder signups for the coming season, noting that, with over a month remaining in the process, signups were ahead of last year.

Following the committee's review of the SSCC golf course permit holder signups, Kevin Whalen updated the committee on the maintenance status of the existing SSCC swimming pool.

Kevin Whalen's information on the condition of the existing pool included a review of his recent meeting and discussions with Scott Orlovski (Apex Engineering), the Massachusetts licensed engineer, retained by the CCMC to regularly test the structural integrity of the SSCC pool and South Shore Gunite, the pool maintenance contractor most familiar with the SSCC pool, to determine the extent of the repairs needed to open the pool this summer.

Kevin Whalen first noted that there had been no movement in the pool structure crack monitors (documented by a letter from Scott Orłowski which was provided to the committee) so the focus of the meeting was on the water leaking from the pool into the maintenance area adjacent to and beneath the pool. Kevin Whalen then reminded the committee that the engineer had advised him that the engineer will not support a reopening of the pool, if the water leaks into the maintenance area beneath the pool were not adequately addressed by the SSCC.

Kevin Whalen further advised the committee that, during the course of the meeting mentioned above, he was advised that the cost to repair the leaks would not be in excess of \$32k. The committee then confirmed it would support a request to the Town for a reserve fund transfer to cover these repair costs and authorized Kevin Whalen, on behalf of the CCMC, to commence the process necessary to request the reserve fund transfer from the Town.

Kevin Whalen followed this with information on an arrangement he had made with the South Shore Vocational Tech School to construct a new shed in the first hole starter area of the SSCC golf course. The SSCC will supply the materials and SSVT will build the 8' by 8' shed as a class project. The committee agreed that this was an excellent and economical approach to improving the golf course.

Kevin Whalen concluded his Executive Director Report with information on the upcoming Harbor Media Series that will cover the SSCC golf course and other SSCC facilities. It is anticipated that will raise awareness of the variety of recreational and other offerings available at the SSCC

When the Executive Director Report was completed, the Chairman, with the assistance of Kevin Whalen, updated the committee on the latest efforts to determine the feasibility of the committee's proposal to raise SSCC revenue by locating a cell tower at the SSCC. As part of this review, a successful RFP recently used by the Town of Hanson to solicit cell tower bids was provided to the committee. It was agreed that the Hanson RFP would be a good model for the SSCC.

Also discussed, during the course of this update, were all of the Town departments to be consulted in preparing the RFP, the proper approach for communicating the proposed RFP to adjacent property owners and the comments already received about the need for a cell tower to improve communication, public safety and data transmission in this area of Hingham.

Warren Pelissier, at the request of the Chairman, followed with a Friends of the SSCC report. As part of his report, additional information on the previously discussed letter writing fundraising campaign and more details on the Kentucky Derby fundraising event, scheduled for this spring, were presented. Warren Pelissier also informed the committee of a Friends of the SSCC meeting scheduled to be held at the SSCC on the following Friday and invited the committee members to attend.

Following the discussion of the Friends of the SSCC report, Warren Pelissier departed from the meeting.

Thereafter, on motion duly made and seconded, the committee voted unanimously, by roll call vote (Christine Smith -yes, William Friend-yes, and Rod Gaskell- yes), to hold an Executive Session-the purpose of which was to conduct strategy discussions and planning, in preparation for negotiation of a proposed extension of the term of the current operating lease between the Town of Hingham and Vista Verde Corp., pertaining to the food, beverage and event facilities at the SSCC. The extension option is referenced in Article III, Sections (3.3) and (3.4) of the above referenced November 12, 2009 Lease.

It was also agreed, as part of this initial roll call Executive Session vote, that the open meeting would be terminated immediately following the conclusion of the Executive Session.

The Executive Session lasted twenty minutes and was terminated at 10:25AM, again by unanimous roll call vote (Christine Smith-Yes, William Friend-Yes and Rod Gaskell-Yes).

Respectfully submitted,
William Friend

Secretary/Clerk