

MINUTES OF THE FEBRUARY 3, 2016
MEETING, OF THE COUNTRY CLUB MANAGEMENT COMMITTEE (CCMC),
HELD AT THE SOUTH SHORE COUNTRY CLUB (SSCC).

Members Present: Paul Casey, Rod Gaskell, Scott Peterson and William Friend.

Others Attending: James McGrail, SSCC's Director of Operations was present for the entire meeting. Betty Foley was present for the final matter addressed by the Committee

The Chairman called the meeting to order, at 9:05 AM. The members in attendance constituted a quorum. This quorum remained present throughout the meeting.

As the first order of business, the Committee reviewed, corrected and unanimously approved the minutes of the November 17, 2015, CCMC meeting, instructing the secretary/clerk to make any other modifications he deems necessary and appropriate, before forwarding the final approved minutes to the Town for posting.

Following the Committee's approval of the prior meeting's minutes, Jay McGrail reminded the Committee of the primary purpose of the meeting-to review the responses received to the Request For Proposals For The Management And Operation Of the Public Swimming Pool At The South Shore Country Club, (RFP). He then noted that, while only one response was received several organizations expressed interest and met with him to discuss the proposal, so he expected the response to be competitive. He added that, if the Committee determines that the minimum required criteria and/or the general criteria are not satisfactory or that the submission is not otherwise acceptable, the Committee is permitted to reformat and reissue the RFP.

The Response received from the South Shore YMCA, (YMCA) and grading sheets were then handed out and marked by each of the Committee members present. Upon completion of this process, it was determined that the required minimum and general criteria had been met by the YMCA's Response.

Jay McGrail then reminded the Committee that the pricing component of the response would be opened and reviewed later in the meeting, when Betty Foley from the Town Administrators office, the Town's procurement officer, would be present to assist them.

Thereafter, the Committee discussed provisions to be included in the Seasonal Pool License /Permit Agreement that would be forwarded to the YMCA, assuming the Schedule D pricing component of the YMCA Response is competitive and acceptable to the Committee. As part of this discussion, it was agreed that William Friend and Jay McGrail should work on the proposed

agreement and submit it to John Coughlin, attorney for the Town, for review and assistance.

Following the RFP discussion, Jay McGrail advised the Committee that he and Rod Gaskell had been working on the retention of a new engineering firm to monitor the cracks and provide reports to the Committee on the stability of the SSCC's elevated swimming pool. Jay McGrail explained the reasons for he felt Apex Engineering would provide the required stability reports and assurances that the Committee was looking for with regard to the pool.

Jay McGrail then presented the Proposal prepared by Apex Engineering with regard to their testing and reporting services and asked the Committee for their thoughts. Following a short discussion, Jay McGrail was authorized to accept the Apex Proposal on behalf of the Committee.

As the next order of business, Jay McGrail presented the SSCC's current financial report, reviewing revenues and expenses for the months of December and January and the year to date results. He then compared these results to the SSCC's financial results for the same periods in the prior year and noted that he was pleased with result achieved.

Following this presentation, several administrative matters were addressed:

A final Five Year Business Plan was provided to the Committee. William Friend explained that the final plan reflected their input at the previous meeting and had been provided to the Town Administrator for review and comment.

Jay McGrail explained that the transition from EZ Links to GolfNow had been completed without any issues and that GolfNow had commenced its administration of the SSCC's golf course tee time scheduling program.

The next meeting date was set for 9AM on Thursday, February 25, 2016 at the SSCC. It was then agreed that Jay McGrail would invite Elio and Frank Ricci to attend this meeting and provide a report on the financial results of their restaurant and event operations at the SSCC and update the Committee on any anticipated changes or plans they might have regarding these operations.

Upon conclusion of the administrative matters, the Committee was joined by Betty Foley who led them through the review process with regard to the Schedule D Proposed Seasonal License/Permit Fee Payment submitted as part of the YMCA Response to the Town's public swimming pool RFP. After a short discussion, on motion duly made and seconded, the Committee unanimously agreed to request that Betty Foley issue a written acceptance of YMCA's Response the Town's RFP.

Jay McGrail and William Friend were then instructed to commence work on the necessary Seasonal License /Permit Agreement, so that it could be reviewed by the Committee at its next meeting.

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

Respectfully submitted,
By William K. Friend
Chairman