

MINUTES OF
THE GOLF COURSE
REVIEW COMMITTEE

Minutes of the Golf Course Review Committee

June 11, 2003

The committee met at 4PM at Town Hall.

Present were Town Administrator Phil Lemnios and members of the Committee: John Ciccariello, Barbara Chinetti, Gail Kaprielian. The committee organized as follows: Chairman, Mr. Ciccariello Chair; Secretary, Ms. Kaprielian.

Mr. Lemnios distributed a notebook containing documents and information pertinent to the Golf Course Project. Mr. Lemnios also provided an outline that might serve as the basis of the committees' investigation and research. (Attachment A).

Included in with the documents was a copy of the Charge to the Review Committee that Mr. Lemnios presented to the Board of Selectman at their meeting of May 5, 2003. (Attachment B).

The committee and Mr. Lemnios discussed this charge. It was proposed that the committee review the history of the Golf Course from its inception. That it should review and investigate construction history, operational history, construction cost projections, operational revenue and expenditure and cost accounting for the life of project. Additionally, the committee should discuss and prepare an opinion regarding future considerations i.e. what course of action should be considered when the current management contract expires on 12/31/03 and the likely financial performance in the near term – next 1-5 years.

The meeting adjourned at 4:45PM.

June 19, 2003

The committee met at 4PM at Town Hall.

Present were Committee members John Ciccariello, Barbara Chinetti, Gail Kaprielian. Also present were Town Administrator Phil Lemnios, Town Finance Director Bob Palmer.

The committee met with the Karen Roberts and Joseph O'Connor, auditors from Melanson Heath and Company who would be conducting the audit and evaluation of the landfill closing, golf course construction and operation.

Mr. O'Connor and Ms. Roberts explained the nature of their review and audit. Mr. O'Connor will be the lead contact person. M.H.C. will require access to all documents relative to each project including contracts with Contractors & Consultants. Phil L. will

schedule contacts with Bob Palmer and Ruth Cashman. John C. noted it appeared the Book Phil issued at Meeting #1 was missing numerous contract info. Phil will pursue securing more documents with Bob, Ruth and DPW.

The meeting adjourned at 4:45PM.

June 26, 2003

The committee met at 4PM at Town Hall.

Present were Committee members John Ciccairelo, Barbara Chinetti, Gail Kaprielian. Also present were Town Administrator Phil Lemnios and Bob Palmer, Finance Director.

The Committee had available to them the sections of contracts, correspondence and ledgers pertaining to the Landfill and Golf course. The Committee gave them a cursory review and determined the following outline of contract events:

1/29/99	Contract awarded to Foster and Wheeler for the Landfill
\$3,413,986	base bid to close the landfill
75,000	Change order #1 Remediation of Jennings Pond additional excavation
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3,488,986	
73,987.26	Change order #2 – Purpose unknown.
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3,562,973.26	
367,207.07	Change order #3 – Gas Flare Station (golf course)
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\$3,930,180.27	Total cost for final closure of landfill, based on documents reviewed and available to date.

3/8/200	Contract awarded to Supreme Industries for the Golf Course
\$2,383,509	Base bid
	Change order #1 – unknown
	Change order #2 – unknown
37,870	Change order #3 – Hole #8: add catch basin with pipe and 3 bunkers @ 1000 cubic yards

10,014 Change order #4 – Holes # 3 & 5: drainage enhancement

\$2,452,798 Total after 4 change orders, based on documents reviewed and available to date.

Also reviewed were two other contracts which appear to be related to the Landfill Closure.

Cali Corporation Contract 94-1 in the amount of \$48,960.00 for Jennings Pond. How this relates to the Landfill is unknown at this time.

E.T.L. Construction Contract 2A 1997 in the amount of \$397,250.00 for Landfill preliminary grading.

Town Meeting appropriation was \$2,975,000 for the golf course. If the final Construction Contract was \$2,452,798, a balance of \$552,201 would remain. This balance would have had to cover architectural, engineering costs, construction administration and any other project costs.

This review raised more questions than it answered and the Committee feels more in depth research will have to be conducted. It appears both the Landfill and Golf Course projects need to be reviewed concurrently.

The meeting adjourned at 5:30

July 10, 2003

The committee met at 4PM at Town Hall.

Present were Committee members John Ciccairello, Barbara Chinetti, Gail Kaprielian. Also present were Town Administrator Phil Lemnios, Jeffrey Phillips, John Culkin.

The committee invited Mr. Phillips to attend for the purpose of discussing his concerns relative to the Golf Course, the contracts awarded and the general oversight of the project. Mr. Phillips reminded the committee that he had made a presentation to the Board of Selectmen on April 7, 2003 relative to these issues and concerns.

Mr. Ciccairello acknowledged that presentation and added that he wanted to afford the other committee members the opportunity for discussion as well.

Mr. Phillips stated several questions and concerns about the Golf Course project:

