EMERGENCY LEGISLATION (CI 16)

MOTION by McGuirk, seconded by Forshaw, to designate the action on Call Item 16 as "emergency legislation" in an effort to continue repairs and renovations on the Ironside Mansion in the best possible weather.
VOTING IN FAVOR: Unanimous.

CALL ITEM 17 - Hammond Memorial Maintenance Funds

MOTION by McGuirk, seconded by Forshaw, to approve a request from the Board of Selectmen to establish the Hammond Memorial Funds based on the Agreement between the Town and William O. Taylor and to appoint an Administrative Committee to administer the maintenance funding and the annual contribution funding (see Paragraphs 8, 9 and 10) and whose membership shall consist of Board of Selectmen, Chairman of the Recreation and Parks Commission, Chairman of the Board of Finance, President of the Eugene O'Neill Theater Center and a member of the Representative Town Meeting.
DISCUSSION relative to the administering of the funding (friendly amendments incorporated into motion). It was also agreed that an RTM member should be included on the Administrative Committee.
VOTING IN FAVOR: Unanimous.

N.B.: Volunteering to represent the RTM was Rep. Widham.

CALL ITEM 18 - Ironside Building Committee

MOTION by McGuirk, seconded by Widham, to approve a request from the Board of Selectmen to establish a building committee for the renovations of the Ironside Mansion and that membership on said committee consist of the Board of Selectmen, Chairman of the Recreation and Parks Commission, a member of the Board of Finance, President of the Eugene O'Neill Theater Center and a member of the Representative Town Meeting.
VOTING IN FAVOR: Unanimous.

N.B.: Volunteering to represent the RTM was Rep. Widham.

EMERGENCY LEGISLATION (CI 18)

MOTION by McGuirk, seconded by Widham, to designate the action on Call Item 18 as "emergency legislation" in an effort to continue repairs and renovations to the Ironside Mansion in the best possible weather.
VOTING IN FAVOR: Unanimous.

AGREEMENT
FOR
HAMMOND MEMORIAL

This Agreement is entered on the 8TH day of OCTOBER, 1996 by and between the TOWN OF WATERFORD (hereinafter sometimes referred to as the "Town"), a municipality of the State of Connecticut, acting herein by THOMAS A. SHERIDAN, it's First Selectman, duly authorized, and WILLIAM O. TAYLOR (hereinafter sometimes referred to as "Taylor"), of 2 Commonwealth Avenue, Apt. 16F, Boston, MA 02116.

A. RECITALS:

1. The Town is the owner of certain property located between Great Neck Road and the Long Island Sound in the Town of Waterford and known as Waterford Beach Park (hereinafter sometimes referred to as the "Park").

2. The Park was previously owned by Taylor's family. Taylor's mother and other members of his family (the Hammond Family) were born in the house located at the Park (then known as the Walnut Grove Farm or the Hammond Estate).

3. Taylor desires that his family be interred at the Park, so that they will be a part of the land they once loved.

4. Waterford recognizes that the main building currently utilized by the Eugene O'Neill Theater and the relocated Ironside house, also located in the portion of the Park leased by the Theater, are of historical significance and that the interment of the family members in proximity to the buildings they built and used as their residences would add to the historical significance of the properties.

B. AGREEMENT PROVISIONS:

1. The Town agrees to allow Taylor to relocate the remains of the persons listed on Schedule A, attached hereto, to a memorial to be located near the Ironside house and to be known as the Hammond Memorial (hereinafter sometimes referred to as the "Memorial"), the exact location of which is to be mutually determined by Taylor, the Board of Selectmen and the Recreation and Parks Commission of the Town. Once the exact location is determined, a description of the location shall be attached hereto as Schedule B and a plan depicting the location and final design and construction details shall be recorded in the Waterford Land Records.

2. In addition, the Town agrees to allow the remains of Taylor, his wife, Sally Coxe Taylor, and his uncle, James Rumrill Hammond, to be interred at the Hammond Memorial after their demise; provided, however, that all expenses in connection with any future interment of remains at the Memorial will be the responsibility of the estate of the deceased person and the responsibility of all persons or entities

who arrange for such interment ("Responsible Parties"), and the Town shall have no responsibility in connection therewith. The Responsible Parties shall be obligated to return the Memorial and the grounds around the Memorial to substantially the same condition as existed prior to such interment, except for appropriate grave markers. The Town shall be entitled to require bonds from the Responsible Parties in sufficient amounts to secure the obligations under this agreement. Requests for future interment shall be made through the Town's Recreation and Parks Commission.

3. It is understood and agreed that the remains of all persons to be interred at the Hammond Memorial except for the remains of the family's chauffeur, John William Hartley, are or will be cremated and all remains will be kept in urns, vaults or other appropriate containers in compliance with all applicable state and municipal laws and regulations.

4. Taylor agrees to retain a landscape architect to design an appropriate memorial, the final design of which must be approved both by Taylor and the Town.

5. Taylor agrees to pay for all expenses in connection with the design of the Memorial, the obtaining of all necessary approvals for the construction of the Memorial and the interment of remains therein, the preparation of the plan showing the location of the Memorial and final design and construction details, the building and landscaping of the Memorial and the relocation of the remains to the Memorial.

6. In the event any work is performed on Town property under this agreement by Taylor or by any other Responsible Party the following provisions shall apply:

(a) The Responsible Party shall not commence work under this Agreement until the persons or entities who are to perform the work, including but not limited to the Responsible Party's contractors and any subcontractors (hereinafter collectively referred to as "Contractor") have obtained all the insurance required hereunder and such insurance has been approved by the Town. Approval of the insurance by the Town shall not relieve or decrease the liability of the Responsible Party hereunder. The amounts of such insurance shall be in such amounts enumerated below. Certificates from the Contractor's insurance carriers stating the coverages provided, the limits of liability, and expiration dates shall be filed in triplicate with the Town before operations are begun.

(b) **Workers' Compensation and Employer's Liability Insurance**: The Contractor shall take out and maintain during the construction period, statutory Workers' Compensation and Employer's Liability Insurance for all of his employees to be engaged in work on the Town property under this Agreement. The amount of such insurance shall be as required by State Statute.

(c) **Bodily Injury Liability and Property Damage Liability Insurance**: The Contractor shall take out and maintain during the construction period such Bodily Injury Liability and Property Damage Liability Insurance, including contractual liability insurance (covering both oral and written contracts) and Automobile Bodily Injury Liability and Automobile Property Damage Liability Insurance as shall protect the Contractor, the Town and any lessee of the property upon which work is to be performed from claims for damages for personal injury, including accidental death, as well as from claims for property damage, which may arise from operations under this Agreement, whether such operations be by the Contractor or by anyone directly or indirectly employed by the Contractor. The Town and the lessee of the property shall be named as additional insureds on such policy. The amount of such insurance shall be as reasonably required by the Town.

(d) **Special Coverage Insurance**: Contractor shall maintain insurance coverage for XCU perils, explosion, collapse and underground hazards.

(e) **Other Insurance**: Contractor shall maintain such other insurance coverage as may in the future be customary for Towns to require of contractors performing work on Town property.

(f) Failure to provide and continue in force such insurance as aforesaid shall be deemed a material breach of the Agreement and the Town may purchase such insurance at the expense of the Responsible Party, utilize income and principal from the Maintenance Fund to purchase such insurance and/or the reimburse the Town for any uninsured damages or claims, and pursue any remedy hereunder or at law or equity.

(g) All policies shall be written so that the Town will be notified by the insurance company in writing of cancellation or restrictive amendment at least 30 days prior to the effective date of such cancellation or amendment.

(h) Renewal certificates must be furnished by the Responsible Party prior to the expiration date of any of the initial insurances.

(i) The Responsible Party shall indemnify and save harmless the Town and any lessees of such property, and their officers, agents, servants and employees, from and against any and all claims, demands, suits, proceedings, liabilities, judgments, awards, losses, damages, costs and expenses, including attorneys' fees, on account of bodily injury, sickness, disease or death sustained by any person or persons or injury or damage to or destruction of any property, directly or indirectly arising out of, relating to or in connection with any work performed on Town property by the Responsible Party or the Contractor, or the officers, agents, servants or employees of either of them, whether or not due or claimed to be due in whole or in part to the active, passive or concurrent negligence, recklessness or willful act or omission or fault of the Responsible Party or the Contractor or the officers, agents, servants or employees of either of them, and whether or not such claims, demands, suits or proceedings are just, unjust, groundless, false or fraudulent; and the Responsible Party shall and does hereby assume and agrees to pay for the defense of all such claims, demands, suits and proceedings, provided, that the Responsible Party shall not be required to indemnify the Town or its officers, agents, servants, or employees, against any such damages occasioned solely by acts or omissions of the Town; and provided further that the Responsible Party shall not be required to indemnify a lessee or its officers, agents, servants, or employees, against any such damages occasioned solely by acts or omissions of the lessee.

(j) In case of any claims against the Town, a lessee, or any of their agents or employees, by any employee of the Responsible Party, or by any Contractor or anyone directly or indirectly employed by any of them, or anyone for whose acts any of them may be liable, the indemnification obligation shall not be limited in any way by any limitation on the amount or type of damages, compensation or benefits payable by or for the Responsible Party, or any Contractor, under Workers' Compensation Acts, Disability Benefit Acts or other employee benefits acts.

(k) The companies issuing all insurance policies shall be such insurance company or companies as are approved by the Town, and as are authorized to transact business in the State.

(l) If at any time the Town, for justifiable cause, shall be or become dissatisfied with any insurance company, the Responsible Party shall within five (5) days after notice from the Town to do so, substitute an acceptable policy (or policies) in such amount(s) and containing such provisions as set forth in this paragraph B.6 issued by such company as may be satisfactory to the Town. The premiums on such policies shall be paid by the Responsible Party.

7. Taylor agrees to contribute One Hundred Thousand ($100,000.00) Dollars to the Town for the purpose of renovation of the Ironside house. The Town agrees to use this contribution only for that purpose.

8. Taylor agrees to contribute Fifty Thousand ($50,000.00) Dollars to the Town to be placed in a fund ("Maintenance Fund"). The Maintenance Fund shall be invested in a manner to be determined by the Town in its discretion. During Taylor's life the net income of the fund shall remain in the Fund and shall be

added to the principal of the Fund. No use may be made of the principal or of the income of the Fund until after Taylor's death. After Taylor's death the Town shall utilize the net income from the Maintenance Fund to the extent required to maintain the Hammond Memorial and the grounds surrounding the Memorial. Any excess income may be utilized for the maintenance of the Ironside house and other buildings located at the Park which were originally owned by the Hammond family.

9. Notwithstanding the provisions of Paragraph 8 of this Section B, in the event of Taylor's default or the default of a Responsible Party under any provision of this Agreement, the Town may utilize the net income of the Maintenance Fund for the purposes set forth in Paragraph 8 prior to Taylor's death. In addition, the Town may use such portion of the income and principal of the Maintenance Fund as may be required to complete the Memorial and/or to return the grounds to similar condition as existed prior to such default if the interest from the Maintenance Fund is inadequate to cover the expenses in connection therewith or for the purposes set forth in Paragraph B.6(f). The ability of the Town to utilize the Maintenance Fund in the event of Taylor's default under this agreement shall not limit the Town's right to pursue all available remedies at law or equity.

10. In addition, Taylor agrees to contribute to the Town the sum of Ten Thousand ($10,000.00) per year commencing upon completion of the Hammond Memorial and continuing on that date for each succeeding year until Taylor's death. The Town shall utilize said funds to the extent required to maintain the Hammond Memorial and the grounds surrounding the Memorial. Any excess income may be utilized for the maintenance of the Ironside house and other buildings located at the Park which were originally owned by the Hammond family. Any funds not so utilized shall be added to the Maintenance Fund.

11. The Hammond Memorial is intended to be a perpetual memorial to be maintained by the Town utilizing the income from the Maintenance Fund. In the event Taylor fulfills his obligations under this agreement the right to maintain the Memorial on said land shall be a perpetual easement running with the land.

12. This agreement is contingent upon:

    (a) the receipt by the Town of all necessary approvals of this agreement by the Town's Board of Selectmen, Planning and Zoning Commission, Recreation and Parks Commission and Representative Town Meeting, and

    (b) the receipt by Taylor of all necessary Town and State approvals for the construction of the Hammond Memorial and the interment of the remains therein.

13. This agreement shall be governed by the laws of the State of Connecticut, and Taylor agrees to submit to the jurisdiction of Connecticut courts in connection with any dispute relating to this agreement or the enforcement thereof.

14. This agreement shall be binding on the successors, heirs and assigns of the parties hereto.

In witness hereof the parties have signed this agreement on the dates indicated below.

Kathy A. Kent
KATHY A. KENT

THE TOWN OF WATERFORD

Louise T. Appleby
LOUISE T. APPLEBY

by Thomas A. Sheridan
THOMAS A. SHERIDAN, First Selectman

Robert M. Nye
ROBERT M. NYE

William O. Taylor
WILLIAM O. TAYLOR

Clarissa Rowe
CLARISSA ROWE

STATE OF CONNECTICUT)
) ss. WATERFORD 10/21/1996
COUNTY OF NEW LONDON)

On this 21st day of OCTOBER, 1996, before me, the undersigned officer, personally appeared THOMAS A. SHERIDAN, who acknowledged himself to be the First Selectman of The Town of Waterford, a municipality of the State of Connecticut, and that he as such First Selectman, being authorized so to do, executed the foregoing instrument for the purposes therein contained, by signing the name of the municipality by himself as First Selectman.

Kathy A. Kent
~~Commissioner of Superior Court~~
Notary Public
My Commission Expires: 8/31/98

STATE OF CONNECTICUT
~~COMMONWEALTH OF MASSACHUSETTS~~ } ss. 10/3, 1996
COUNTY OF NEW LONDON

On this the 3rd day of OCTOBER 1996, before me, KATHY A. KENT, the undersigned officer, personally appeared WILLIAM O. TAYLOR known to me (or satisfactorily proven) to be the person whose name is subscribed to the within instrument and acknowledged that he executed the same for the purposes therein contained.

IN WITNESS WHEREOF, I hereunto set my hand and official seal.

NOTARY PUBLIC CONNECTICUT

Kathy A. Kent
~~Commissioner of Superior Court~~
Notary Public
My Commission Expires: 8/31/98

SCHEDULE A

Persons whose remains are to be interred at the Hammond Memorial:

1. John William Hartley, date of death April 10, 1966;
2. Edward Crowninshield Hammond, date of death September 2, 1940;
3. Anna Rumrill Hammond, date of death December 19, 1963;
4. Mary Ironside Hammond Taylor, date of death May 22, 1947;
5. Susan Hammond Greene Edmands, date of death October 16, 1921;
6. Charles Miffin Hammond, date of death May 12, 1915;
7. Harriet Lee Hammond, date of death November 28, 1936;
8. Gardiner Greene Hammond, date of death March 3, 1903;
9. Elizabeth Crowninshield Hammond, date of death February 20, 1877;
10. Elizabeth Crowninshield Appleton, date of death July 1, 1880; and
11. Mary Crowninshield Brooks, date of death January 15, 1904.

SCHEDULE B

All that parcel of land consisting of 1,330 square feet more or less and shown as "Hammond Memorial" on plan entitled "Map Depicting Hammond Memorial, per agreement valid 10/8/96 between Town of Waterford and William O. Taylor" prepared by Town of Waterford, Public Works Department, dated 8/15/96, scale 1" = 40", which plan is to be recorded in the Waterford Land Records..

RECEIVED FOR RECORD Dec 5 ,1996
10:53 A.M. ATTEST [signature]
TOWN CLERK

MINUTES
HAMMOND MEMORIAL MAINTENANCE FUNDS COMMITTEE
Wednesday, August 9, 2006; 9:00am
Louise T. Appleby Room
Waterford Town Hall

Present: First Selectman Daniel Steward, Selectman Paul A. Suprin, Kenneth D. Brown, Chair, Board of Finance, Thomas F. Ammirati, RTM Representative, Ruth A. Beers, Director of Finance, Janice Muirhead, Director of Institutional Development, Eugene O'Neill Theater Center, Preston Whiteway, General Manager, Eugene O'Neill Theater Center

1. Call to order. Chairman Daniel Steward called the meeting to order at 9:00am.

2. Approval of the September 8, 2005 Meeting Minutes.
MOTION was made by Ms. Beers, seconded by Mr. Brown, and the Meeting Minutes were approved. Mr. Steward, Mr. Suprin, Mr. Brown, Mr. Ammirati, and Ms. Muirhead all abstained, as they were not present at last year's meeting.

3.a. Consider and act on distribution of funds for the Hammond Memorial Maintenance Fund in accordance with the proposed expenditures.
MOTION was made by Mr. Suprin and seconded by Ms. Beers to approve the distribution of funds in the amount of $10,000 for the Hammond Memorial Maintenance Fund in accordance with the proposed expenditures.
Mr. Steward greeted and made introductions to those present. Ruth A. Beers, Director of Finance, asked Ms. Muirhead and Mr. Whiteway for a comparison of 2005 proposed expenditures against the original 2005 estimate, which Mr. Whiteway will gladly provide. Ms. Beers reported the Town received a copy of a Notice of Nonrenewal, taking effect in October 2006, from the insurance company who provides general liability insurance for the Eugene O'Neill Theater Center (EOTC). Mr. Whiteway reported the reason for the nonrenewal notice is two large claims posted in 2005. He reported the EOTC is currently shopping around for another vendor. Ms. Beers reported to the Committee the Town covers all the buildings at the EOTC for property damage. Mr. Steward asked for an explanation of the 2006 proposed expenditures. Mr. Whiteway and Ms. Muirhead spoke on the proposed expenditures for 2006. Brief discussion took place on the monitoring wells and the maintenance of the septic systems. Mr. Whiteway reported the septic system for the Hammond Mansion is in need of repair and he is asking for the Town's assistance in correcting the problem. Brief discussion took place on the multiple septic systems at the EOTC and past discussions regarding sewer hook-up through the Harkness Property. Mr. Steward will research any past history on that issue. Ms. Beers asked Mr. Whiteway to provide the Town with an detailed analysis, including cost analysis, on the state of repair for the septic system at the Hammond Mansion. Mr. Ammirati questioned the total of the proposed 2006 expenditures as it exceeds the yearly $10,000 funded; Ms. Muirhead reported the excess expenditures will be covered under the general operating funds of the EOTC. Mr. Ammirati requested more detailed information on proposed expenditures for future meetings.
VOTE: 6 – 0
3.b. Overall consideration and action on the management of the Fund.
Ms. Beers reported the Hammond Memorial Maintenance Fund, a Dodge & Cox Balanced Fund, has an account value of $16,333.67 as of June 30, 2006.

4. New Business.
Mr. Whiteway thanked the Town for all their past assistance and for any future assistance with the septic system.

5. Adjournment
There being no further business to come before the Committee and upon a motion made by Ms. Beers, seconded by Mr. Brown, and unanimously approved, the meeting was adjourned at 9:27am.

Respectfully Submitted,

Joan S. Barnes
Recording Secretary

MINUTES
HAMMOND MEMORIAL MAINTENANCE FUNDS COMMITTEE
Wednesday, June 13, 2007; 9:00am
Board of Education Conference Room, 2nd Floor
Waterford Town Hall

Present: First Selectman Daniel Steward, Selectman Paul A. Suprin, Kenneth D. Brown, Chair, Board of Finance, Thomas F. Ammirati, RTM Representative, Nan Scheiber, Chair, Recreation and Parks, Ruth A. Beers, Director of Finance, Janice Muirhead, Director of Institutional Development, Eugene O'Neill Theater Center, Jill Mauritz, General Manager, Eugene O'Neill Theater Center, Preston Whiteway, Executive Director, Eugene O'Neill Theater Center, arrived at 9:20am

1. Call to order. Chairman Daniel Steward called the meeting to order at 9:07am and opened the meeting with a moment of silence for Amy Sullivan who passed away June 10, 2007.

2. Approval of the August 9, 2006 Meeting Minutes.
MOTION was made by Mr. Suprin and seconded by Mr. Brown to approve the Meeting Minutes of August 9, 2006.
Ruth A. Beers, Director of Finance, reported the balance of the STIF Investments in the Hammond Memorial Maintenance Fund was $106,996.47 which should be included to the August 9, 2006 Minutes.
AMENDMENT to the **MOTION** was made by Mr. Suprin and seconded by Mr. Brown to to approve the Meeting Minutes of August 9, 2006 and include in the Minutes the Hammond Memorial Maintenance Fund, STIF Investments account balance of $106,996.47.
VOTE: 6 – 0 (Scheiber abstained as she was not present at the meeting)

3.a. Consider and act on distribution of funds for the Hammond Memorial Maintenance Fund in accordance with the proposed expenditures.
Mr. Steward requested from the Eugene O'Neill Theater Center (EOTC) a more detailed analysis of proposed expenditures as was requested last year. The Committee would like to see a further breakdown of costs associated with proposed expenditures in future meetings.
Ms. Muirhead reported the EOTC will certainly comply.
MOTION was made by Mr. Brown and seconded by Mr. Suprin to approve the distribution of funds in the amount of $10,000 for the Hammond Memorial Maintenance Fund in accordance with the proposed expenditures.
Ms. Muirhead reviewed the proposed expenditures and thanked the Town for their assistance in various ways throughout the year; she reported the proposed expenditures exceed the $10,000 contribution and made reference to the new awning which itself exceeded the funding; discussion took place on capital planning; Ms. Beers stated as the property owner, the Town has a responsibility for capital projects at the EOTC, not overall general maintenance; she would like to see the EOTC part of the town's capital plan; the concept would be for the town and the EOTC to work together, establish a capital plan, and have the EOTC submit it to the town for review through the normal funding process, at the same time continuing to acquire grants through the expertise they have at the EOTC; there was a brief discussion on state grants available for historical buildings and the process on achieving those grants; Ms. Muir and Mr. Whitehead reported they are in the process of establishing a capital plan and expect to have it complete in the fall; Ms. Beers requested it be a phased approach, a five-year plan and she will send out a packet of capital request forms along with an explanation as to how to fill them out, similar to what the town department heads receive; it was the consensus of this group that this Committee will meet again in the fall to review the EOTC capital plan, prior to submitting it to the Town for inclusion in the Capital Improvement Plan.

Mr. Suprin inquired on the loan owed to the Town and would like to see a payment plan for the loan as well; Ms. Beers reported one loan has been paid in full and the EOTC have been making regular payments on the other two. Ms. Beers reminded the EOTC that this $10,000 distribution of funds is available after July 1, 2007.
VOTE: 7 – 0

3.b. Overall consideration and action on the management of the Fund.
Ms. Beers reported in the Hammond Memorial Maintenance Fund, the Dodge & Cox Balanced Fund has an account value of $111,397.45 and the STIF Investments carry a balance of $10,847.73; the rate of return was over $25,000 with an ending fund balance of $122,245.18 making the financial adjustments last year regarding these two accounts very profitable; Ms. Beers reported the Dodge & Cox Balanced Fund continues to be a well run diversified fund and she recommends the town continue to hold these investments in this fund for the remainder of this year; Mr. Whiteway inquired on the possibility of an increased yearly contribution from this fund and Mr. Steward stated the Town Attorney will review prior to any increase taking place.

4. New Business. None.

5. Adjournment
There being no further business to come before the Committee and upon a motion made by Mr. Brown, seconded by Ms. Scheiber, and unanimously approved, the meeting was adjourned at 9:55am.

Respectfully Submitted,

Joan S. Barnes
Recording Secretary

MINUTES
HAMMOND MEMORIAL MAINTENANCE FUNDS COMMITTEE
Tuesday, October 7, 2008; 10:00am
Louise T. Appleby Room
Waterford Town Hall

Present: First Selectman Daniel Steward, John W. Sheehan, Chair, Board of Finance, Nan Scheiber, Chair, Recreation and Parks, Ruth A. Beers, Director of Finance, Preston Whiteway, Executive Director, Eugene O'Neill Theater Center
Guest: Maureen Wolyniec, Director of Institutional Development, Eugene O'Neill Theater Center

1. Call to order. Chairman Daniel Steward called the meeting to order at 10:04am.

2. Approval of the June 13, 2007 Meeting Minutes.
MOTION was made by Ms. Scheiber and seconded by Mr. Whiteway to approve the Meeting Minutes of June 13, 2007.
VOTE: 4 – 0 (Sheehan abstained as he was not present at the meeting)

3.a. Consider and act on distribution of funds for the Hammond Memorial Maintenance Fund in accordance with the proposed expenditures.
MOTION was made by Mr. Sheehan and seconded by Ms. Beers to approve the distribution of funds in the amount of $10,000 for the Hammond Memorial Maintenance Fund in accordance with the proposed expenditures.
Brief discussion took place on the Fuss & O'Neill audit of the septic system and the pest control for the White House; Ms. Beers asked Mr. Whiteway to provide a copy of budget/expenditures from the previous year which Mr. Whiteway will readily provide; Mr. Whiteway inquired on the possibility of an increased yearly contribution from this Fund beyond the $10,000 yearly distribution; Ms. Beers stated in her opinion she would be reluctant to recommend taking any action beyond the $10,000 without any confirmation from the Taylor Family that they would consider increasing their donation, due to the economic times we are currently in.
VOTE: 5 – 0

3.b. Overall consideration and action on the management of the Fund.
Ms. Beers reported the overall Hammond Memorial Fund balance is $115,095.45 although she expressed serious concern over the lack of revenue on investments due to the non-performance of the Dodge & Cox Balanced Fund; she suggested this Committee give the Town Treasurer some direction towards moving assets into a guaranteed rate of return until market conditions improve as the Dodge & Cox Balanced Fund is managed through the Town Treasurer; she reported the Fund has been operating at a substantial loss as of June 30, 2008; after further discussion, it was decided to reconvene after October 15th once the quarterly report is out regarding the Fund and to ask the Town Treasurer to be present at that meeting.
VOTE: 5 – 0

4. New Business. None

5. Adjournment
There being no further business to come before the Committee and upon a motion made by Mr. Sheehan, seconded by Mr. Steward, and unanimously approved, the meeting was adjourned at 10:25am.

Respectfully Submitted,

Joan S. Barnes
Recording Secretary

MINUTES
HAMMOND MEMORIAL MAINTENANCE FUNDS COMMITTEE
Tuesday, December 15, 2009
Louise T. Appleby Room
Waterford Town Hall

Present: First Selectman Daniel Steward, Paul A. Suprin, Selectman, Paul Konstantakis, Selectman, Ronald Fedor, Chair, Board of Finance, John Worobey, Chair, Recreation and Parks, Preston Whiteway, Executive Director, Eugene O'Neill Theater Center, Ruth Beers, Director of Finance.
Guests: Bernard J. Pisacich, Town Treasurer, and Maureen Wolyniec, Director of Institutional Development, Eugene O'Neill Theater Center

1. Call to order. Chairman Daniel Steward called the meeting to order at 5:33pm.

2. Overall consideration and action on the management of the Hammond Memorial Maintenance Fund.
Mr. Pisacich provided a brief overview of fund performance noting a 36% increase in fund balance which is mostly attributable to the performance of the approximate 46% of the portfolio invested in International Funds. Mr. Pisacich notes that the Dodge & Cox Fund only invest in the European Market and he felt the Committee should expand into the Asian markets as well in an effort to diversify the portfolio and spread the risk. After a brief discussion, it was the sense of the Committee to cap the International Fund allocation at 30% of the portfolio and allow the Treasurer to expand investment into the Asian markets.

MOTION was made by Mr. Suprin and seconded by Mr. Worobey to provide the O'Neill with $10,000 from the Hammond Memorial Maintenance Fund.

VOTE: 4-0

MOTION was made by Mr. Suprin and seconded by Mr. Worobey to expand the Hammond Fund investment portfolio to include investment in the Asian Markets, but to cap the investment in International Funds to a maximum of 30% of the portfolio.
VOTE: 4 – 0

3. Adjournment
There being no further business to come before the Committee and upon a motion made by Mr. Suprin seconded by Mr. Steward, and unanimously approved, the meeting was adjourned at 5:59 pm.

Respectfully Submitted,

Kathleen N. Peterson

MINUTES
HAMMOND MEMORIAL MAINTENANCE FUNDS COMMITTEE
Friday, November 5, 2010
Louise T. Appleby Room
Waterford Town Hall

Present: First Selectman Daniel Steward, Stacey Wielachowski, Chair, Recreation and Parks, Preston Whiteway, Executive Director, Eugene O'Neill Theater Center, Ruth Beers, Director of Finance. Thomas Ammirati, RTM.

Absent: Ronald Fedor, Chairman Board of Finance.

Guests: Bernard J. Pisacich, Town Treasurer, and Jill Anderson, General Manager, Eugene O'Neill Theater Center

1. Call to order. Chairman Daniel Steward called the meeting to order at 4:04 pm.

2. Approval of December 15, 2009 Meeting Minutes - **MOTION** was made by Ms. Beers and seconded by Ms. Wielachowski. **VOTE 4-0**

3.a. Consider and act on distribution of funds for the Hammond Memorial Maintenance Fund in accordance with the proposed expenditures.

MOTION was made by Ms. Beers and seconded by Mr. Ammirati provide the O'Neill with $10,000 from the Hammond Memorial Maintenance Fund. **VOTE: 4-0**

3b. Overall consideration and action on the management of the Hammond Memorial Maintenance Fund.

Mr. Pisacich provided a brief overview of fund. After a brief discussion, it was the sense of the Committee to allocated 30% of the portfolio in the International Market and allow the Treasurer to expand investment accordingly.

4. New Business - none

5. Adjournment
There being no further business to come before the Committee and upon a motion made by Ms. Beers seconded by Ms. Wielachowski, and unanimously approved, the meeting was adjourned at 4:30 pm.

Respectfully Submitted,

Kathleen N. Peterson
Recording Secretary

MINUTES
HAMMOND MEMORIAL MAINTENANCE FUNDS COMMITTEE
Monday, December 5, 2011
Waterford Town Hall

Present: First Selectman Daniel Steward, Ed Murphy, Chair, Recreation and Parks, Preston Whiteway, Executive Director, Eugene O'Neill Theater Center, Ruth Beers, Director of Finance. Ronald Fedor, Chairman Board of Finance.

Absent: Thomas Ammirati, RTM.

Guests: Bernard J. Pisacich, Town Treasurer, and Jill Anderson, General Manager, Eugene O'Neill Theater Center

1. Call to order. Chairman Daniel Steward called the meeting to order at 5:00 pm.

2. Approval of November 5, 2010 Meeting Minutes - **MOTION** was made by Ms. Beers and seconded by Mr. Steward. **VOTE 2-0, Abstain:** Mr. Fedor and Mr. Murphy

3.a. Consider and act on distribution of funds for the Hammond Memorial Maintenance Fund in accordance with the proposed expenditures.

MOTION was made by Mr. Fedor and seconded by Mr. Murphy provide the O'Neill with $10,000 from the Hammond Memorial Maintenance Fund. **VOTE: 4-0**

3b. Overall consideration and action on the management of the Hammond Memorial Maintenance Fund.

Mr. Pisacich provided a brief overview of fund. After a brief discussion, it was the sense of the Committee to make no changes in the investment philosophy and keep funds allocation as is.

4. New Business - none

5. Adjournment
There being no further business to come before the Committee and upon a motion made by Mr. Fedor seconded by Ms. Beers, and unanimously approved, the meeting was adjourned at 5:20 pm.

Respectfully Submitted,

Kathleen N. Peterson
Recording Secretary

MINUTES
HAMMOND MEMORIAL MAINTENANCE FUNDS COMMITTEE
Friday, February 22, 2013
9:00 am
Waterford Town Hall

Present: First Selectman Daniel Steward, Ed Murphy, Chair, Recreation and Parks, Preston Whiteway, Executive Director, Eugene O'Neill Theater Center, Ruth Beers, Director of Finance. Bill Sheehan, Board of Finance, Janet Smith, RTM.

Guests: Bernard J. Pisacich, Town Treasurer, and Jill Anderson, General Manager, Eugene O'Neill Theater Center

1. Call to order. Chairman Daniel Steward called the meeting to order at 9:04 am.

2. Approval of December 5, 2011 Meeting Minutes - **MOTION** was made by Ms. Beers and seconded by Mr. Murphy. **VOTE: 5-0**

3.a. Consider and act on distribution of funds for the Hammond Memorial Maintenance Fund in accordance with the proposed expenditures.

MOTION was made by Mr. Murphy and seconded by Ms. Beers to consider and act on the request as stated. **VOTE: 5-0**

3b. Overall consideration and action on the management of the Hammond Memorial Maintenance Fund.

Mr. Pisacich provided a brief overview of fund. After a brief discussion, it was the sense of the Committee to make no changes in the investment philosophy and keep funds allocation as is.

MOTION was made by Mr. Murphy and seconded by Ms. Beers provide the O'Neill with $5,000 from the Hammond Memorial Maintenance Fund. **VOTE: 5-0**

4. New Business - none

5. Adjournment
There being no further business to come before the Committee and upon a motion made by Mr. Fedor seconded by Ms. Beers, and unanimously approved, the meeting was adjourned at 9:20 pm.

Respectfully Submitted,

Kathleen N. Peterson

MINUTES
HAMMOND MEMORIAL MAINTENANCE FUNDS COMMITTEE
Monday, December 15, 2014
4:30 pm
Waterford Town Hall

Present: First Selectman Daniel Steward, Susan Gardiner, Chair, Recreation and Parks, Preston Whiteway, Executive Director, Eugene O'Neill Theater Center, Maryanna Stevens, Director of Finance. Ron Fedor, Board of Finance (arrived at 4:50), Janet Smith, RTM.

Guests: Bernard J. Pisacich, Town Treasurer, and Jill Anderson, General Manager, Eugene O'Neill Theater Center

1. Call to order. Chairman Daniel Steward called the meeting to order at 4:33 pm.

2. Approval of March 19, 2014 Meeting Minutes - **MOTION** was made by Ms. Gardiner and seconded by Mr.Steward. **VOTE: 4-0**

3.a. *Consider and act on distribution of funds for the Hammond Memorial* Maintenance Fund in accordance with the O'Neill's proposed FY15-16 expenditures.

MOTION was made by Mr. Fedor and seconded by Ms. Gardiner to authorize the release of $5000 from the fund balance along with any donation given by the Hammond Trust to the O'Neill upon receipt of an invoice to be expended in accordance with the FY 15-16 budget as provided. **VOTE: 5-0**

3b. Overall consideration and action on the management of the Hammond Memorial Maintenance Fund.

Mr. Pisacich provided a brief overview of fund. After a brief discussion, it was the sense of the Committee to make no changes in the investment philosophy and keep funds allocation as is.

No action taken

4. New Business - none

5. Adjournment - There being no further business to come before the Committee and upon a motion made by Mr. Fedor seconded by Ms. Gardiner, and unanimously approved, the meeting was adjourned at 5:04 pm.

Respectfully Submitted,

Kathleen N. Peterson, Recording Secreatary

MINUTES
HAMMOND MEMORIAL MAINTENANCE FUNDS COMMITTEE
Tuesday, December 22, 2015
4:30 pm
Waterford Town Hall

Present: First Selectman Daniel Steward, Rich Erricson, Chair, Recreation and Parks, Preston Whiteway, Executive Director, Eugene O'Neill Theater Center, Maryanna Stevens, Director of Finance. Ron Fedor, Board of Finance (arrived at 4:20), Tom Dembek, RTM.

Guests: Bernard J. Pisacich, Town Treasurer, and Jill Anderson, General Manager, Eugene O'Neill Theater Center

1. Call to order. Chairman Daniel Steward called the meeting to order at 4:00 pm.

2. Approval of December 15, 2014 Meeting Minutes - **MOTION** was made by Mr. Erricson and seconded by Mr. Steward. **VOTE: 4-0**

3.a. Consider and act on distribution of funds for the Hammond Memorial Maintenance Fund in accordance with the O'Neill's proposed FY16-17 expenditures.

MOTION was made by Mr. Fedor and seconded by Mr. Dembek to authorize the release of $7,500 from the fund upon receipt of an invoice to be expended in accordance with the FY 16-17 budget as provided. **VOTE: 5-0**

3b. Overall consideration and action on the management of the Hammond Memorial Maintenance Fund.

Mr. Pisacich provided a brief overview of fund. After a brief discussion, it was the sense of the Committee to make no changes in the investment philosophy and keep fund allocation as is.

No action taken

4. New Business - none

5. Adjournment - There being no further business to come before the Committee and upon a motion made by Mr. Dembek seconded by Mr. Fedor, and unanimously approved, the meeting was adjourned at 4:30 pm.

Respectfully Submitted,

MINUTES
HAMMOND MEMORIAL MAINTENANCE FUNDS COMMITTEE
Wednesday, January 31, 2018
5:00 pm
Louise T. Appleby Room

Present: First Selectman Daniel Steward, Rich Erricson, Chair, Recreation and Parks, Preston Whiteway, Executive Director, Eugene O'Neill Theater Center, Linda Savitski, Interim Director of Finance. Ron Fedor, Board of Finance, Tom Dembek, RTM.

Guests: Bernard J. Pisacich, Town Treasurer, and Bonnie Kramm, General Manager, Eugene O'Neill Theater Center

1. Call to order. Chairman Daniel Steward called the meeting to order at 5:00 pm.

2. Approval of the February 2, 2017 Meeting Minutes.

MOTION was made by Mr. Erricson and seconded by Mr. Fedor.
VOTE: 6-0

3.a. *Consider and act on distribution of funds for the Hammond Memorial Maintenance Fund in accordance with the proposed expenditures.*

MOTION was made by Mr. Dembek and seconded by Mr. Fedor to authorize the release of $15,000 from the fund upon receipt of an invoice to be expended in accordance with the FY 18-19 budget as provided. **VOTE: 6-0**

3.b. Overall consideration and action on the management of the Fund.

Mr. Pisacich provided a brief overview of fund. His recommendation to the committee was to lower the fixed income portion of the portfolio to provide a better return on investment.

No action taken

4. New Business. - none

5. Adjournment - There being no further business to come before the Committee and upon a motion made by Mr. Dembek seconded by Ms. Fedor, and unanimously approved, the meeting was adjourned at 5:12 pm.

Respectfully Submitted,

Kathleen M. Peterson

MINUTES
HAMMOND MEMORIAL MAINTENANCE FUNDS COMMITTEE
Wednesday, January 31, 2018
5:00 pm
Louise T. Appleby Room

Present: First Selectman Daniel Steward, Rich Erricson, Chair, Recreation and Parks, Preston Whiteway, Executive Director, Eugene O'Neill Theater Center, Linda Savitski, Interim Director of Finance. Ron Fedor, Board of Finance, Tom Dembek, RTM.

Guests: Bernard J. Pisacich, Town Treasurer, and Bonnie Kramm, General Manager, Eugene O'Neill Theater Center

1. Call to order. Chairman Daniel Steward called the meeting to order at 5:00 pm.

2. Approval of the February 2, 2017 Meeting Minutes.

MOTION was made by Mr. Erricson and seconded by Mr. Fedor.
VOTE: 6-0

3.a. Consider and act on distribution of funds for the Hammond Memorial Maintenance Fund in accordance with the proposed expenditures.

MOTION was made by Mr. Dembek and seconded by Mr. Fedor to authorize the release of $15,000 from the fund upon receipt of an invoice to be expended in accordance with the FY 18-19 budget as provided. **VOTE: 6-0**

3.b. Overall consideration and action on the management of the Fund.

Mr. Pisacich provided a brief overview of fund. His recommendation to the committee was to lower the fixed income portion of the portfolio to provide a better return on investment.

No action taken

4. New Business. - none

5. Adjournment - There being no further business to come before the Committee and upon a motion made by Mr. Dembek seconded by Mr. Fedor, and unanimously approved, the meeting was adjourned at 5:12 pm.

Respectfully Submitted,

MINUTES
HAMMOND MEMORIAL MAINTENANCE FUNDS COMMITTEE
Monday, July 27, 2020
3:30 pm
ZOOM Remote Access Only

Present: First Selectman Rob Brule, Traci Santos, Chair, Recreation and Parks, Kim Adams, Director of Finance. Ron Fedor, Board of Finance, Tom Dembek, RTM. Preston Whiteway, Executive Director of the Eugene O'Neill Theater Center.

Guests: Abbas Danesh, Town Treasurer, Town Attorney Rob Avena, Planning Director Abby Piersall, Clara Blickenstaff and Rob Mooney, Eugene O'Neill Theater Center

1. Call to order. Chairman Ron Fedor called the meeting to order at 3:01 pm.

2. Approval of the May 15, 2019 Meeting Minutes.

MOTION was made by Mr. Brule and seconded by Mr. Dembek to approve minutes. **VOTE: Unanimous**

3.a. Consider and act on distribution of funds for the Hammond Memorial Maintenance Fund in accordance with the proposed expenditures.

MOTION was made by Mr. Whiteway and seconded by Ms. Dembek to authorize the release of up to $15,000 from the fund upon receipt of an invoice to be expended in accordance with the FY 20/21 budget as provided. **VOTE: Unanimous**

3.b. Overall consideration and action on the management of the Fund.

Mr. Danesh provided a brief overview of fund.

No action taken

4. New Business. - none

5. Adjournment - There being no further business to come before the Committee and upon a motion made by Mr. Dembek and seconded by Mr. Brule, and unanimously approved, the meeting was adjourned at 4:13 pm

Respectfully Submitted,

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MINUTES
HAMM... MEMORIAL MAINTENANCE FUNDS COMMITTEE
Tuesday, July 27, 2021
10 AM
WATERFORD TOWN HALL (APPLEBY ROOM)

...e

...was

Pr...nt: First Selectman Rob Brule, Kim Allen, Director of Finance, R... Fedor, Chair Board of Finance, Tom Dembek, RTM Moderator, ...bas Danesh, Town Treasurer, Clara Blickenstaff, Eugene O'Neill ...heater and Rob Mooney, Eugene O'Neill Theater.

...sent: Traci Santos, Chair, Recreation and Parks, Tiffani Gavin, ...ecutive Director of the Eugene O'Neill Theater Center.

... Call to order. Chairman Ron Fedor called the meeting to order ...0 am.

... Approval of the July 27, 2020 Meeting Minutes.

...ON was made by Mr. Dembek and seconded by Mr. Rule to ...e minutes. **VOTE: Unanimous**

...onsider and act on distribution of funds for the Hammond ...emorial Maintenance Fund in accordance with the proposed ...penditures.

... was made by Mr. Dembek and seconded by Mr. Brule to ... the release of $10,000 from the Hammond Memorial Fund. **...nanimous**

...all consideration and action on the management of the

...N: Mr. Danesh provided a brief overview of fund.

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