



THE CHILMARK TOWN AFFAIRS COUNCIL, INC.
c/o Jeffrey N. Herman, President
DecisionQuest, 800 South Street, Suite 190
Waltham, Massachusetts 02453



March 9, 2017

Dear Bill,

Hope all is well. As we had discussed, the CTAC is prepared to enter into an MOU with the Town in order to memorialize various understandings regarding the use of the Community Center. While this document is intended to be organic -- meaning it will likely grow and change over time -- we all agree that certain basic issues will need to be addressed in the first instance. We believe that the following issues should be addressed immediately:

-- Use of Center main building by SPC/CTAC during summer months

- * Time period for SPC "control" and related responsibilities.
- * Sharing of costs (propane, electricity, septic pump out, repairs, etc.)
- * Issues relating to maintenance of the grounds.
- * Use of Chilmark School for Play School.

-- Tennis program

- * How do we handle the extended season (April -Nov) outside of the normal 9 week summer program. Private lessons and court use/maintenance/insurance (see below).
- * In general, we need to address the broad question of who is responsible for what. One specific question is supervision of tennis activities outside of the summer season.

-- Insurance

- * In general, the status of the insurance coverage of the physical premises is unclear. Questions include the art shack, the clay courts, the proposed new tennis shack (all paid for by the CTAC), as well as other structures.
- * Again, the fundamental Questions are who is responsible for what and of course who will pay for what.

- * We should probably do for the CTAC a comprehensive insurance review, ideally using the same broker as the Town.

- * We should consider (as per above) insurance issues relating to the off-season use of the tennis courts.

- * We should also make sure to identify any gaps in coverage and ensure that there is available umbrella protection for the CTAC.

-- Pricing and terms for use of the Center

- * We understand that the Town is developing a uniform approach to this topic and we should make sure that the CTAC policy is in line with the Town's approach.

-- Relationship between Summer and Winter Committees

There may be other issues that the Town wants to put on this initial list, and we are certainly open to that. Our notion is to start with this group, with the hope that we can reduce our agreements to writing in time for this summer. We welcome your reactions.

Sincerely,

Jeff Herman, President
Betty Frank-Bailey, Treasurer
Nancy Street, Chairman, SPC