

TO: Honorable Board of Selectmen

Town of Chilmark

FROM: Keith Emin

SUBJECT: Unused Vacation Time from Prior Year

I would like to request 52 hours to be used in August 2018 for vacation. This is time I had not been able to take during the winter and over the spring when there were northeasters.

Thank you for your consideration.

A handwritten signature in black ink that reads "Keith Emin". The signature is written in a cursive style with a large, stylized 'K' and 'E'.