

Tim Carroll

From: Chuck Hodgkinson [chodgkinson@chilmarkma.gov]
Sent: Thursday, June 02, 2011 12:45 PM
To: 'Frank Fenner'; 'Warren Doty'; 'Jonathan E. Mayhew (jonathanmayhew@ymail.com)'
Cc: 'Tim Carroll'
Subject: Middle Line Road - What's Next

Hi Frank, Warren and Jonathan,

Here is a brief outline of the next steps for finishing the Middle Line Road Housing Program with rough timing:

1. Review the as built site plans for the three rentals and develop a final grading plan for Seaver. The schedule says the plan must be finished in June. The grading will start the first week of July.
2. The Board of Selectmen review the final rental management contract (Ron Rappaport's office is reviewing it now). David Vigneault will have his final fee schedule for operating and managing the rentals. I hope to have everything ready for your June 21 Selectmen's meeting.
3. Secure a rental construction finish date and tenant move in date. I hope to have this in June so the Housing Authority and Housing Committee can start the tenant solicitation and screening process in July sometime. If you know any possible candidates, please have them contact Terri Keech at the Housing Authority in Vineyard Haven.
4. Design, write specifications and bid the installation of the 20,000 gallon fire water tank that is on site. We should plan on having the tank installation finished by Labor Day. Seaver should be finished in mid-September. We should have the fire water tank installed before we do the final road grading. The installation funds are budgeted -- about \$23,000. (We already paid for the tank).
5. Obtain quotes for the finish road grading and construction of four turnouts on Middle Line Road—as designed in the subdivision. The finish grading of Molly's Lane, Beech, Oak and Holly Groves should also be included in the bid package. This final road grading should be done in late September-October—after Seaver is gone and the fire water tank is installed. The funds are budgeted for this--about \$125,000.
6. Write landscaping specifications for the three rental duplexes and obtain quotes. It would be nice to have the landscaping installed in this fall's planting window. We will need to identify the cost and source of funds for the landscaping. This is not budgeted. There may be some (but not much) unspent reserve funds in the construction budget.

The list used to have 423 things to do. We're close.

Thanks.

Chuck

Please note, my email address has been recently changed. Please update your address book to reflect my new email address: chodgkinson@chilmarkma.gov

Chuck Hodgkinson
Town of Chilmark
401 Middle Road, PO Box 119
Chilmark, MA 02535-0119

The Secretary of State's office has determined that most e-mails to and from municipal offices and officials are public records. Consequently, confidentiality should not be expected.