

## Tim Carroll

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**From:** David Vigneault [dvigneault@vineyard.net]  
**Sent:** Friday, June 17, 2011 12:08 PM  
**To:** 'Tim Carroll'; 'Chuck Hodgkinson'; eday@chilmarkma.gov  
**Cc:** 'Todd Christy'; 'Assistant Exec Secretary'  
**Subject:** RE: June 21 Selectmen's agenda

Hi Tim,

Point #2 of Chuck's memo includes a confusion that will be cleared up in our completed response to Town Counsel's redlining of our Management Contract. The term "extraordinary services" used in Section 5.4.1 refers to major capital projects or repairs additional to the scope of daily management. If the Town should choose to utilize DCRHA or its property manager for any such work the section allows for a "negotiated" fee.

The \$38/hour fee mentioned by Chuck is the current repair & maintenance fee agreed to between DCRHA and its property manager and is not part of the contract with the Town. As it does relate to the rate of budgeted R&M apportioned by the Town in its MLR planning the rate was mentioned as a courtesy. I'm sorry if that figure added confusion and it will be removed from the Management Contract.

Thanks for opportunity and will see you Tuesday evening.

David

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**From:** Tim Carroll [mailto:execsec@chilmarkma.gov]  
**Sent:** Thursday, June 16, 2011 5:26 PM  
**To:** 'David Vigneault'; 'Chuck Hodgkinson'; 'eday@chilmarkma.gov'  
**Cc:** 'Todd Christy'; 'Assistant Exec Secretary'  
**Subject:** RE: June 21 Selectmen's agenda

Good evening

I will be making up the Selectmen's agenda packets tomorrow at 3 PM. Is there anything I can include in that packet from DCHRA that won't change drastically before the Tuesday meeting? I have a packet from Chuck now.

Tim Carroll, Executive Secretary 508-645-2101 v 2110 f

My new Email Address is, [tcarroll@chilmarkma.gov](mailto:tcarroll@chilmarkma.gov) Please change [@ci.chilmark.ma.us](mailto:ci.chilmark.ma.us) to [@chilmarkma.gov](mailto:@chilmarkma.gov) for all Chilmark addresses.

*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.*

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**From:** David Vigneault [mailto:dvigneault@vineyard.net]  
**Sent:** Thursday, June 16, 2011 5:20 PM  
**To:** 'Chuck Hodgkinson'; eday@chilmarkma.gov  
**Cc:** 'Todd Christy'; 'Tim Carroll'; 'Assistant Exec Secretary'  
**Subject:** RE: June 21 Selectmen's agenda

Hello Chuck,

As per earlier communication, my comments on Cindy's redlining have been submitted to DCRHA board members active on this front. Many of the edits have been accepted, a number have not. I will get you a completed board work-up no later than Monday morning. I believe you will wish further review by Cindy at that time.

6/17/2011

Thank you,

David

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**From:** Chuck Hodgkinson [mailto:chodgkinson@chilmarkma.gov]  
**Sent:** Thursday, June 16, 2011 7:41 AM  
**To:** 'David Vigneault'; 'eday@chilmarkma.gov'  
**Cc:** 'Todd Christy'; 'Tim Carroll'; 'Assistant Exec Secretary'  
**Subject:** RE: June 21 Selectmen's agenda

Thanks David,

I will need your final comments on the contract by Monday afternoon, June 27. This is a firm date. We can add the final agreement on the OPM thing after the selectmen's meeting on June 21.

Chuck

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**From:** David Vigneault [mailto:dvigneault@vineyard.net]  
**Sent:** Wednesday, June 15, 2011 1:41 PM  
**To:** 'Chuck Hodgkinson'; eday@chilmarkma.gov  
**Cc:** 'Todd Christy'; 'Tim Carroll'; 'Assistant Exec Secretary'  
**Subject:** RE: June 21 Selectmen's agenda

Hi Chuck,

Good on Vineyard Propane. Thanks.

Attached is the breakout we discussed at the BOS meeting of April 19<sup>th</sup>. We are at work on an Addendum to our agreement with OPM based on the changes in % and hourly repair and maintenance rate. That part of the package received a lot of attention both at the BOS meeting and, since then, through DCRHA efforts with OPM to evolve our relationship to reflect third party arrangements with 2 towns and 2 developers that we are now managing for.

On the Management Agreement front. I've incorporated a number of Cindy's edits and circulated initial comments regarding the more substantial changes. Board review will run through the start of next week.

Thanks,

DV

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**From:** Chuck Hodgkinson [mailto:chodgkinson@chilmarkma.gov]  
**Sent:** Wednesday, June 15, 2011 12:04 PM  
**To:** 'David Vigneault'; 'eday@chilmarkma.gov'  
**Cc:** 'Todd Christy'; 'Tim Carroll'; 'Assistant Exec Secretary'  
**Subject:** June 21 Selectmen's agenda

David: Vineyard Propane: Yes, the tenants will have their own accounts with monthly meter reading and billing direct to them from Vineyard Propane. When the apartments are empty, Vineyard Propane will be notified (by you) to send the monthly invoices to you (representing the Town) for payment out of the operating budget.

David, on a separate matter...we're on the Selectmen's agenda for Tuesday, June 21 @ 7:30 PM to discuss your new property management fee proposal – versus the original 10 %. It would help greatly if you could provide a detailed, itemized list of the things DCRHA will have the responsibilities to do @ 7 % rent fee and the list of things the property manager will be responsible for @ the 8 % plus \$38/hour pay rate.

Can you provide these lists by Thursday at noon (tomorrow)? This way the Selectmen can read them over the weekend before the meeting. The alternative is to give it to them on the spot (in front of TV's) which sometimes can backfire.

6/17/2011

Please let me know how you want to proceed.

Thanks.

Chuck

P.S. Emily, Todd and Tim...I gave Warren and Frank Fenner an update on the fire tank specifications brief and request for quotes. I told them it will most likely not be ready for next week's reading and agenda. They were okay with that. It must however, be on the July 5<sup>th</sup> agenda – brief final and all specs. to Tim by June 29 or June 30 so he can proof it.

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**From:** David Vigneault [mailto:dvigneault@vineyard.net]  
**Sent:** Wednesday, June 15, 2011 11:02 AM  
**To:** 'Chuck Hodgkinson'; eday@chilmarkma.gov  
**Cc:** 'Todd Christy'  
**Subject:** RE: Middle Line Road - Vineyard Propane Contract

Chuck,

We will make sure that applicants for tenancy know that their heating business will be done through Vineyard Propane. As discussed, over time some history between vendor and applicant may rule out their tenancy.

Though the Town is the “customer” cited in the contract it appears the “2 meters per tank” allows for direct accounts between tenants and VP. That's your understanding, right?

Thanks,

DV

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**From:** Chuck Hodgkinson [mailto:chodgkinson@chilmarkma.gov]  
**Sent:** Wednesday, June 15, 2011 8:49 AM  
**To:** 'David Vigneault'; 'eday@chilmarkma.gov'  
**Cc:** 'Todd Christy'  
**Subject:** Middle Line Road - Vineyard Propane Contract

Hi David and Emily,

The attached is the executed contract between the Town and Vineyard Propane for the equipment lease and propane gas service for the Middle Line Road Rental Duplexes.

Chuck

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

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

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6/17/2011