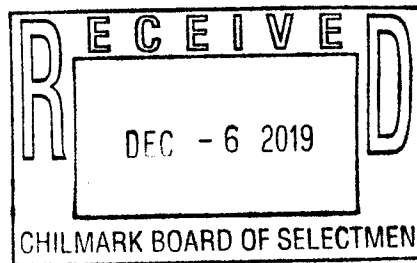


M.V. Parking Clerk
9 Airport Road, Ste 3
Vineyard Haven, MA 02568

November 15, 2019

Board of Selectman
Town of Chilmark
Beetlebung Corner
Chilmark, MA 02535



Dear Selectman:

The Parking Clerk's Office is now a self funding department and is no longer subsidized by the County. This department needs to be level funded at the end of the fiscal year. I am asking to make the following changes in our fee schedule to avoid any shortfalls in the department:

Current Processing Fee - \$2.00 raise to \$2.50

Current Notice Fee - \$.99 – raise to \$1.50

Current Commission Rate – 15% raise to 17%

The processing fee is the only fee that has been increased in the past. These changes are necessary due to the cost of living rising every year such as supplies, postage, etc. We also have a new website for processing the payments on line which have additional fees as well as fees from our vendor.

As an aside I would also like to add that our vendor now has the ability to send notices out of state to collect outstanding revenue.

Thank you for your time.

Sincerely,

A handwritten signature in black ink that reads "Donna E. Michalski".

Donna E. Michalski
M.V. Paring Clerk

DEC - 6 2019