



# NAACP

## Martha's Vineyard Branch

To: Martha's Vineyard NAACP Branch Executive Committee

From: Martha's Vineyard Branch Legal Redress Committee

Re: Legal Redress Committee Report on the July 29, 2021, incident at Chilmark Town Affairs Council, Inc.

Date: September 24, 2021

This Memo is to address the Legal Redress Committee investigation of the July 29, 2021, incident that involved a strap being placed around an eight year old black camper's neck due to physical aggression of two white campers of similar age. The Committee report addresses whether this was a racially motivated incident. If the incident was not racially motivated, was it racially insensitive?

### **I. Purpose of Legal Redress**

The Legal Redress Committee is responsible for: (1) investigating all reported incidents submitted to the Branch; (2) providing assistance to Martha's Vineyard residents and visitors who may have been subjected to any discriminatory acts; (3) supervising all litigation in which the Branch has involvement; and (4) keeping the national office and the Branch informed on the progress of every case in which the Branch is a litigant or is otherwise involved.

The Committee does not directly offer legal advice or legal representation. Instead, the Committee serves as a liaison between individuals needing assistance and the organizations offering quality legal services in the Martha's Vineyard community.

The Committee Members are the Following:

Marie Araujo, Medical Professional  
Arthur Hardy-Doubleday, Attorney  
Alex Palmer, Retired Educator  
Joseph Sollitto, Attorney  
Gretchen Underwood, Retired Educator  
Joel Weintraub, Retired Educator  
Toni Kauffman, Educator

## **II. Issues being Investigated:**

The issue the Committee has been charged with responding to:

An inquiry as to a certain incident on July 29, 2021, seeking a determination as to whether this was a racially motivated incident. If the incident was not racially motivated, was it racially insensitive?

## **III. Facts as We Understand Them Based Upon Available Information:**

This is a summary account of the Thursday, July 29, 2021, incident at the Chilmark Town Affairs Council Camp (CTAC) being based upon the following:

1. Interviews with the victim's parents, uncle, and grandparents.
2. Chilmark Town Affairs Representatives.
3. Documents provided by the Town of Chilmark.
4. Chilmark Police Department report of Saturday, July 31, 2021.
5. Chilmark Town Affairs Council Report Dated August 25, 2021.
6. Town of Chilmark Response to a Public Records Request dated September 1, 2021.

The account involves three young day campers: JUV 1, an eight-year-old black boy; JUV 2, an eight-or-nine-year-old white boy; JUV 3, an eight-or-nine-year-old white boy.

(Note: Two other reports of the incident – one being the parents' written report along with their oral account to the Committee and the other being the CTAC report of August 25<sup>th</sup> along with its oral account to the Committee - contain slight variations with the Police report. These variations will be noted in italics.)

According to the Police report:

1. At approximately 10:45, JUV 1 was standing in front of one of the outdoor tents\* and near a tent strap. *(CTAC states that JUV 1 was playing with the tent strap.) (The victim's parents*

*maintain their child had just finished playing tennis and makes no mention of him playing with a tent strap).*

2. JUV 2 and JUV 3 approached JUV 1 and proceeded to wrap one tent strap around JUV 1's arms and waist and another strap around his mouth and head. *(CTAC reports that JUV 2 & 3 first played with the strap along with JUV 1, that JUV 3 stepped away, and that JUV 2 then tied a strap around JUV 1's neck and a tent pole.)*

CTAC also reports that another boy, walking with JUV 2 & 3, stood off to the side and witnessed the tying.

3. During the tying, JUV 1 called "Stop" and "No" to no avail.

4. Per the parents of JUV 1, he screamed for help, but no adults heard him.

5. JUV 1 was at first unable to get loose but then got an arm free.

6. JUV 1 then told a counselor what had happened. The counselor informed Camp Director Megan Bailey, who arranged for ice to be put on JUV1's neck scrape and who listened to JUV's account. *(CTAC reports that JUV 2 & 3 were spoken to by other camp staff.)* Finally, the families of all three campers were informed of the events; the three boys were sent home for the remainder of the day.

7. On August 2, 2021, Chilmark Town Affairs Council President wrote an email to "Members of the Chilmark Community Center Family which reads as follows:

Dear members of the Chilmark Community Center Family,

I am writing to you to make you aware of an incident that occurred at the Center during camp last Thursday, for which we are deeply sorry. While we are still looking into the details of what happened, two white boys aged 8 and 9 placed a strap from one of the tents around the neck of an 8 year old African-American boy in their group. Although there was an abrasion on the boy's neck left from the strap, thankfully, the child was otherwise physically unharmed. That said, we are keenly aware that this event was traumatic. I want to make it perfectly clear: such behavior will not be tolerated at the CCC. We will begin right away to take steps to investigate

the incident and to make sure that incidents such as this do not happen again, starting with a meeting with the staff this morning. While I cannot at this time offer details about the specific actions we will take going forward, I do plan to share those with you later this month. Let me reiterate - we remain committed to providing a safe and nurturing environment for all of your children.

Sincerely,

Jeff Herman  
President  
Chilmark Town Affairs Council

\* Due to Covid, all camp activities were held either outside or in outdoor tents.

#### **IV. Review of Available Data and Investigation:**

1. On August 2, 2021, Arthur Hardy-Doubleday, in his capacity as President of the Martha's Vineyard Branch, emailed members announcing an investigation into the July 29, 2021, incident as the result of a Chilmark resident calling the Branch and reporting the incident after receiving an email from CTAC president Jeff Herman.
2. August 2, 2021, Parents of JUV 1 contact the branch and give a recorded Statement.
3. August 4, 2021, CTAC through its president speak to NAACP Martha's Vineyard Branch President.
4. August 10, 2021, parents of JUV 1 submit a Legal Redress Complaint form to the NAACP Martha's Vineyard Branch.

5. August 10, 2021 Legal Redress Committee Meeting to discuss investigation.
6. August 19, 2021, Family of JUV 1 makes statements to the Legal Redress Committee with their Attorney Sophia Hall
7. August 25, 2021, CTAC sends a report to Chilmark Select Board
8. August 31, 2021, CTAC President and committee investigating the incident makes statements to Legal Redress Committee with various attorneys and public relations professionals present representing the nonprofit. ***No adults from CTAC present the day of the incident were present during this meeting.***
9. September 1, 2021, Chilmark Select Board holds a public meeting with Chilmark Town Affairs Council to discuss the Report. The public is not allowed to speak at a public meeting.
10. September 1, 2021, Legal Redress Committee makes public records request for the Town of Chilmark, asking for the following information:

Please provide a list of documents that have been received from the Chilmark Town Affairs Council, Inc., addressed to the Town of Chilmark for January 1, 2019, to present.

Please provide all documents listed in request #1.

Please provide a list of employees or town officials that have any type of employment or volunteer positions with The Chilmark Town Affairs Council, Inc.

Please provide any agreements with or relevant to the Town of Chilmark and The Chilmark Town Affairs Council, Inc.

Please provide any list of any funding provided to or for the benefit of The Chilmark Town Affairs Council, Inc.

Please provide any emails and or written correspondence to or from the following named persons that are relevant to Chilmark Town Affairs Council Inc. from January 1, 2021, to present:

Timothy R. Carroll  
Diana DeBlase  
James M. Malkin  
Warren M. Doty  
William N. Rossi  
Marina Lent  
Forrest Filler

Please provide the complete email addresses for:

Timothy R. Carroll  
Diana DeBlase  
James M. Malkin  
Warren M. Doty  
William N. Rossi  
Marina Lent  
Forrest Filler

Please provide any and all Police records that are relevant to Chilmark Town Affairs Inc from January 1, 2020, to present.

Please provide any and all Board of Health Records that are relevant to Chilmark Town Affairs Inc, from January 1, 2020, to present.

11. Saturday, September 11, 2020, Legal Redress Committee Meets to discuss whether findings can be made without the Town of Chilmark's response to public records request and by vote decides to wait until after the town responds.
12. Thursday, September 16, 2021, the Town of Chilmark responds to Public Records Request.
13. Saturday, September 18, 2021, Legal Redress Committee meets and votes on findings.

## V. Analysis

No person, young or old, should ever face the indignity and danger of having a strap involuntarily secured around their neck by another person. When that person is black, and when the initiators are white, the act inevitably and distinctly gives rise to a characterization of a lynching. These events of July 29, 2021, at the Chilmark summer camp have reasonably assumed such a symbolic characterization.

In its examination of the incident, the Committee concentrated on what it considered a crucial question:

Were the actions of the initiators consciously and racially motivated? Or were those actions unconscious but racially insensitive?

### I. Racially Motivated

Racially motivated actions cause emotional and/or physical harm against individuals or groups targeted because of their race.

### II. Racially Insensitive

Racially insensitive actions stem from lack of awareness and/or sympathy but can be racially offensive and/or harmful.

In the facts presented to the Committee, the age of the perpetrators plays a significant role in determining the element of intent. Here, we have very young children aged eight and nine. Is it possible for children of that age to fulfill the prerequisite of intent in order to qualify as a racially motivated act? In theory, the answer is yes - it is possible.

Historically, the intent of children has been a criterion in deciding questions of law and policy. The Supreme Court concluded that separate but equal was a false legal conclusion in Brown v. Board of Education based on the findings of psychologists Kenneth and Mamie Clark in their "Doll test."

In the Doll test, the psychologists used four identical dolls (except for the color) to test children's perceptions of race. The subjects, aged three to seven years, were asked to identify the race of the dolls as well as which doll they preferred. The majority of children preferred a white doll and

gave it positive attributes. The Clarks concluded that children of African descent are more likely than white children to feel inferior and to suffer from low self-esteem due to societal prejudice and bias

Significantly, just as an African American child may experience a sense of inferiority due to social bias, a white child may experience a false sense of superiority due to social bias.

In our efforts to determine intent on the part of the initiators in the Chilmark incident, our committee gave serious thought to questions of assumed inferiority or superiority in these young children and to attitudes or biases that they might have learned and still harbor. Unfortunately, we were hampered in those efforts.

The Committee was not permitted to speak with the parents of the perpetrators. Nor could we speak to the counselors who had direct supervision over the children involved in this incident.

Adding to our frustration is the fact that the victim's parents reported to our Committee that one of the perpetrators had been harassing their child for a week before the incident. Furthermore, the CTAC found that at least one of these same perpetrators had been bullying numerous children prior to the July 29th incident. More information on these developments would have been very useful to us in making any final and definitive determination.

To the best of our knowledge, aside from brief conversations after the incident, the CTAC has been unable to speak with the children and counselors involved in the incident. With that in mind, we are perplexed that the CTAC would definitively state after their investigation that “we have not found any evidence of overt racial motivation for the behavior of the eight and nine-year-old boys that day.”

Like the CTAC ‘s, our own investigation of the incident has been restricted due to the young ages of the participants. Having no access to the counselors, children or adults who have observed the behavior of these children first-hand, the Committee cannot conclude that the perpetrators satisfy the requisite mens rea, or intent, in order for the Committee to conclude that this was a racially motivated incident. The committee does find that the actions of the initiators on July 29, 2021, were racially insensitive.

## ii. Racially Insensitive



A racially insensitive action is defined as one that is racially offensive to the victim and/or has the intention of physically harming the victim because of race. The Committee does find that the event of July 29, 2021, was racially insensitive.

### iii. In Summary of Analysis

No child should ever have a strap secured around his or her neck while attending summer camp in a so-called supervised environment. That such a strap would be so tight as to leave marks visible well after the event occurred. If we then add in the factor of race, a black child in a predominantly white setting, we find this event very troubling. The appearance of an attempted lynching cannot help but to characterize this incident as racially insensitive - regardless of the children's intent.

We cannot ignore that lynching has played a significant role in the history of our country as a tool of subjugation, menace and supremacy of one race over another. Lynching in its classic definition refers to or implies the execution of a person without due process. Although these unauthorized executions were usually carried out by lawless mobs, and police officers, they were certainly never sanctioned as acceptable behavior for a civilized society.

Given the context that lynching played in our history, coupled with the fact that these children were negligently afforded the opportunity to put a strap around a black child's neck, we find this incident racially insensitive. To that end, we place the culpability of allowing this event to occur squarely on the CTAC, and as such, we find that much-needed reform is needed to ensure that an event such as this will never happen again on the campus of CTAC.

## VI. Action Items

Given that the Committee has found that the incident was racially insensitive and the parents of the victims through their attorney have articulated clear, actionable items, we have adopted those action items and we would strongly implore CTAC to adopt these recommendations. Further, the Committee urges CTAC to enter into a memorandum of understanding with the NAACP Martha's Vineyard Branch that would mirror the requirements of state law that is applicable to schools to prevent harassment and discrimination.

- 1) The Legal Redress Committee does not speak for the parents or the victim. The familie is represented by Attorney Sophia L. Hall, Esq. Lawyers for Civil Rights 61 Battery March Street, 5th Floor, Boston, MA 02110. The committee recognizes that given this event is unresolved among the parties, the demands as articulated on August 19, 2021

may have changed. To that end defer to Attorney Hall to provide not accurate account of what the families demands presently are.

2) NAACP Martha's Vineyard Branch Request for CTAC to enter an MOU.

Massachusetts has two laws, among others, that speak to incidents of bullying and discrimination in the school setting. Specifically, MGL c 71, § 370, specifically addresses Bullying, and MGL c. 76 § 5 addresses anti-Discrimination. While these laws are applicable to school settings, our investigation of the July 29, 2021, incident requires us to demand from our public officials that the definition section of these laws also include summer camps. We believe that these laws are comprehensive in their scope to give summer camps such as the one run by Chilmark Town Affairs Council proper guidance as to how to address issues of bullying and harassment.

To that end, the Legal Redress Committee recommends the NAACP Martha's Vineyard Branch enter into a memorandum of understanding with the Chilmark Town Affairs Council that requires the following steps, mirroring the requirements of these two comprehensive laws.

Specifically, Chilmark Town Affairs Council will amend its governing documents to include the following requirements within six months of the MOU being signed.

(1) CTAC must respond to hate and bias incidents involving campers.

CTAC must ensure swift and effective action to deal with hate incidents that involve campers. CTAC would be responsible for investigating and responding to bullying or harassment that it receives notice of. CTAC would ensure its response complies with the Anti-Bullying Law as well as the Anti-Discrimination Act, as if those law were directly applicable to it. Hate incidents can include bullying, harassment, or both. Even if the hate incident is not considered bullying or harassment, CTAC should still take action to address any behavior that violates its Code of Conduct and other disciplinary rules.

When CTAC determines that an incident involves bullying, it must take steps to stop the bullying behavior, protect the victim, and restore the student's sense of safety at camp. Among other characteristics, CTAC must have specific plans in place to deal with bullying that targets a student based on his or her race, color, religion, national origin, sex, gender identity, sexual orientation, or disability.

CTAC must also determine if hate incidents have contributed to an intimidating or hostile camp environment. Some misconduct can still be considered harassment, even if it is not considered bullying.

As soon as CTAC receives notice of an incident that may involve harassment, the camp must conduct a prompt and impartial investigation that is sufficiently thorough in determining whether an intimidating or hostile environment exists for any affected student.

- (2) CTAC must take affirmative measures to prevent discrimination, harassment, and bias.

CTAC cannot wait until after a hate incident has occurred to take action. It is CTAC's responsibility to implement policies, procedures, and rules to combat bullying and harassment in the camp environment and to create a positive camp climate in which all campers feel safe, supported, and respected. The CTAC risks creating an environment in which hate incidents will be more likely to occur and will be more difficult to combat if it neglects these obligations. CTAC is obligated to fulfill the following affirmative responsibilities in order to comply with this obligation.

- a) Ensure that the camp curriculum does not include any stereotypes that are discriminatory or demeaning;
- b) The skills and knowledge necessary to respond to harassment and bullying should be taught to all campers;
- c) Plan to protect and support campers who are at risk of being bullied or harassed due to their race or religion, disability, gender identity, or sexual orientation;
- d) If campers are found to have bullied or harassed others, they may be subjected to disciplinary action;
- e) Develop comprehensive policies and procedures for reporting, investigating, and responding to harassment and bullying; and
- f) Staff should be trained to implement anti-bullying policies and procedures.

### (3) CTAC Must Adopt Best Practices to Help It Implement the Above Obligations

Engagement with the community on the island. In order to create a culture of inclusion where all campers feel safe and valued, regardless of race, ethnicity, or any other characteristic of their identity, the entire camp community must continue to learn and work together to achieve this aim. Due to their position of authority and power, adults in the camp community have a special

responsibility. It is possible that they signal their acceptance of hateful or biased behavior by engaging in their own hateful conduct or speech, even if they do not address all hate incidents that take place among campers.

Having difficult conversations and understanding the underlying causes. CTAC should engage its camp community in a dialogue about topics such as unconscious bias, the history of marginalized groups, and the ongoing impact of racism on society as a means to prevent, identify and remedy hate and bias in society. CTAC must ensure that all members of the community are provided with adequate education and training so that they are able to comprehend these issues and integrate these concepts into the camp culture. CTAC should also provide training on how to handle difficult conversations.

Respectfully submitted

*Marie Araujo*

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Marie Araujo, Medical Professional

*Alex Palmer*

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Alex Palmer, Retired Educator

*Gretchen Underwood*

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Gretchen Underwood, Retired Educator

*Toni M. Kauffman*

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Toni Kauffman, Educator

*Arthur Hardy-Doubleday*

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Arthur Hardy-Doubleday, Attorney

*Joseph Sollitto*

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Joseph Sollitto, Attorney

*Joel Weintraub*

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Joel Weintraub, Retired Educator

Record Appendix

- Exhibit 1 August 2, 2021, Email from Chilmark Town Affairs Council
- Exhibit 2 August 2, 2021, Recorded Statement from Parent of Victim [Redacted]  
[Redacted]
- Exhibit 3 August 10, 2021, Written Legal Redress Complaint to NAACP Martha's Vineyard Branch Documents provided to committee including photos, police report, emails [Partially Redacted]
- Exhibit 4 August 19, 2021, Recorded Statement from Family of Victim with their attorney present. [Redacted]  
[Redacted]
- Exhibit 5 August 25, 2021, Report from Chilmark Town Affairs Counsel to Town of Chilmark Selectboard
- Exhibit 6 August 31, 2021, Recorded Statements of Chilmark Town Affairs Council Representatives to Committee [Redacted]  
[Redacted]
- Exhibit 7 Recording of Selectboard of Town of Chilmark Accepting Chilmark Town Affairs Council Committee Report:  
<https://doubledaylaw.box.com/s/zqlej5b2eir28n65klzy3yxmh9479a1w>
- Exhibit 8 Response by Town of Chilmark to September 1, 2021 public records request by committee for the following documents:

Please provide a list of documents that have been received from the Chilmark Town Affairs Council, Inc., addressed to the Town of Chilmark for January 1, 2019, to present.

Please provide all documents listed in request #1.

Please provide a list of employees or town officials that have any type of employment or volunteer positions with The Chilmark Town Affairs Council, Inc.

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Please provide any and all Police records that are relevant to Chilmark Town Affairs Inc from January 1, 2020, to present.

Please provide any and all Board of Health Records that are relevant to Chilmark Town Affairs Inc, from January 1, 2020, to present.

# Exhibit 1

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[View this email in your browser](#)



***Please see an important message below from Jeff Herman, President of the Chilmark Town Affairs Council, the non-profit organization that oversees summer programming at the CCC.***

Dear members of the Chilmark Community Center Family,

I am writing to you to make you aware of an incident that occurred at the Center during camp last Thursday, for which we are deeply sorry. While we are still looking into the details of what happened, two white boys aged 8 and 9 placed a strap from one of the tents around the neck of an 8 year old African-American boy in their group. Although there was an abrasion on the boy's neck left from the strap, thankfully the child was otherwise physically unharmed. That said, we are keenly aware that this event was traumatic. I want to make it perfectly clear: such behavior will not be tolerated at the CCC. We will begin right away to take steps to investigate the incident and to make sure that incidents such as this do not happen again, starting with a meeting with the staff this morning. While I cannot at this time offer details about the specific actions we will take going forward, I do plan to share those with you later this month. Let me reiterate - we remain committed to providing a safe and nurturing environment for all of your children.

Sincerely,

Jeff Herman  
President  
Chilmark Town Affairs Council



Want to change how you receive these emails?  
You can [update your preferences](#) or [unsubscribe from this list](#).



# Exhibit 3



## Legal Redress Complaint Form

The purpose of this form is to gather information for the Legal Redress Committee to consider when determining whether the NAACP Martha's Vineyard branch may be able to assist you with your complaint. Completing this form does not constitute an official complaint with a legal authority, such as filing a lawsuit or a complaint with a governmental agency. Nor does completing this form establish an attorney-client relationship between the NAACP Martha's Vineyard branch and the complainant.

### CONTACT INFORMATION

1	Name	<div></div>
2	Address	
3	Phone Number	
4	Email Address	

### BACKGROUND INFORMATION

5	Are you a member of the NAACP?	<div></div>
5a	If so, what is your membership number?	
6	Are you currently being represented by an attorney in this matter?	
6a	Has an attorney ever represented you in this matter?	
6b	If so, please provide the attorney's name	
6c	If so, please provide the attorney's phone number	
6d	May we contact your attorney?	

# NAACP

## Legal Redress Complaint Form

7

Have you filed a complaint with any government agency? ☒ Yes ☐ No

If so, please specify which agency and provide the details requested below:

Contact Person

Date

☐ EEOC

☐ Labor Union (please specify which)

☐ HUD

☐ Human Relations Commission

☒ Police/Sheriff's Department

☐ US Attorney's Office

☒ City/County Council

☐ Other (Please specify)

Chief Jonathan Karen

7/31/21

Jeff Herman

7/29/21

8

Have you contacted any other non-profit organization about your complaint? ☐ Yes ☒ No

If so, please provide the organization name and date of contact

8a

## COMPLAINT

9

Did the incident about which you are filing this complaint occur on MV? ☒ Yes ☐ No

If not, where did the incident occur?

9a

If the occurrence involved discrimination, what was the basis of the discrimination you experienced (Check all that apply)

☒ Race

☒ Color

☐ National Origin

☐ Religion

☐ Age

☐ Physical Ability

☐ Marital Status

☐ Familial Status

☐ Other \_\_\_\_\_

☐ Sex

☐ Sexual orientation

☐ Gender identity or expression

☐ Source of income

☐ Place of residence or business

☐ Matriculation (student status)

☐ Personal Appearance

☐ Political Affiliation

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# NAACP

## Legal Redress Complaint Form

11	On what date(s) did the incident occur?	Thursday, July 29, 2021
12	Who is your complaint against?	The two families of the two boys involved, also patrons of the Chilmark
12a	What is your relationship (e.g. employee, tenant, customer)?	Community Center summer camp
12b	Address	
12c	Phone number	
12d	Email address	
12e	May we contact this person or entity?	<input type="checkbox"/> Yes <input type="checkbox"/> No

Please describe the incident(s) about which you are filing this complaint below:

On Thursday, July 29, 2021, at approximately 10:15 am, our son M<sup>(age 8)</sup> was around the big open tent at the Chilmark Community Center where he was participating in summer camp. Two white boys (age 8 and 9) came up behind him, grabbed his arms and dragged him to the tent pole. They then grabbed the rope that was hanging by the tent (the rope was large, thick and with a metal hook) and tied the rope around M's neck and in his mouth. M tried to push them away and he yelled "Stop" several times. He was finally able to remove the rope from his neck by using his arms. He went to the counselors to report what happened, the counselors told the Assistant Director, and the Asst. Director called Emily.



# NAACP

## Legal Redress Complaint Form

Please describe the incident(s) about which you are filing this complaint below (continued)

M's mother at 10:52 am ET (mother is in Chicago)

M sustained an injury/wound on his neck due to the rope being tied around it. The Assistant Director of the CCC put some ice on his neck. We have a picture of the neck wound and the tent rope.

We were told the parents of the two boys were called to pick up their children who were expelled from the summer camp.

Furthermore, one of the boys, was already bullying and harassing our son days prior to the assault - He called him names "Stinky M" and "rat" and was kicking him and taunting him at a local public beach.

We, the parents, are seeking answers and accountability from the parents of the boys involved as well as the Community Center and the town of Chilmark.

On Thursday evening we wrote an email to the CCC outlining the assault and asking for next steps. On Friday July 30, we had a phone call with Jeff Herman President of the Chilmark Town Affairs Council. It is clear to us that the CCC has no process/protocol for dealing with discrimination/racist incidents and has failed to keep our son safe.

# NAACP

## Legal Redress Complaint Form

14

Were there any witnesses to the incident(s)? ☐ Yes ☒ No

If so, please specify please identify the witnesses below: *Not that we know of*

Name

Telephone Number

May we contact him/her?

☐ Yes ☐ No

☐ Yes ☐ No

☐ Yes ☐ No

☐ Yes ☐ No

15

Have you recorded or saved any evidence? ☒ Yes ☐ No

If so, please list:

- *Photograph of our son's neck injury*
- *Photograph of the tent area, tent pole + rope*

Attach copies of documentary evidence if desired and sign below.

❖ DO NOT ATTACH ORIGINAL DOCUMENTS ❖

I, the undersigned, affirm that I have reviewed this complaint form and that it is true to the best of my knowledge, information and belief.

Complainant Name (printed):

Complainant Signature:

Date: *8/3/21*

Send completed form to:

[naacp@earthlink.net](mailto:naacp@earthlink.net)



## An Important Message from the Chilmark Town Affairs Council

[View this email in your browser](#)



*Please see an important message below from Jeff Herman, President of the Chilmark Town Affairs Council, the non-profit organization that oversees summer programming at the CCC.*

Dear member of the Chitmark Community Center Family,

I am writing to you to make you aware of an incident that occurred at the Center during camp last Thursday, for which we are deeply sorry. While we are still looking into the detail of what happened, two white boys aged 8 and 9 placed a trap from one of the tents around the neck of an 8 year old African-American boy in their group. Although there was an abrasion on the boy's neck left from the strap, thankfully the child was otherwise physically unharmed. That said, we are keenly aware that this event was traumatic. I want to make it perfectly clear such behavior will not be tolerated at the CCC. We will begin right away to take steps to investigate the incident and to make sure that incidents such as this do not happen again, starting with a meeting with the staff this morning. While I cannot at this time offer detail about the specific action we will take going forward, I do plan to share this with you later this month. Let me reiterate - we remain committed to providing a safe and nurturing environment for all of your children.

Sincerely,



Jeff Herman  
President  
Chilmark Town Affairs Council

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You are receiving this email because you opted in via our website.

**Our mailing address is:**  
Chilmark Community Center  
PO Box 29  
Chilmark, MA 02535-0029

[Add us to your address book](#)

Want to change how you receive these emails?  
You can [update your preferences](#) or [unsubscribe from this list](#).





[Redacted]

## Racist incident at the CCC

[Redacted]

[Redacted]



0037K. [redacted] .ipg

the 1990s, the number of people in the UK who are aged 65 and over has increased by 1.5 million (1990–2000) and is projected to increase by a further 1.5 million by 2020 (Office for National Statistics 2001). The number of people aged 65 and over in the UK is projected to increase from 10.5 million in 2000 to 13.5 million in 2020 (Office for National Statistics 2001).

There is a growing awareness of the need to develop strategies to meet the needs of the ageing population. The Department of Health (2000) has identified the need to develop a 'new paradigm' for the care of the elderly, one that is based on the principles of 'active ageing' and 'positive ageing'. The Department of Health (2000) has identified the need to develop a 'new paradigm' for the care of the elderly, one that is based on the principles of 'active ageing' and 'positive ageing'.

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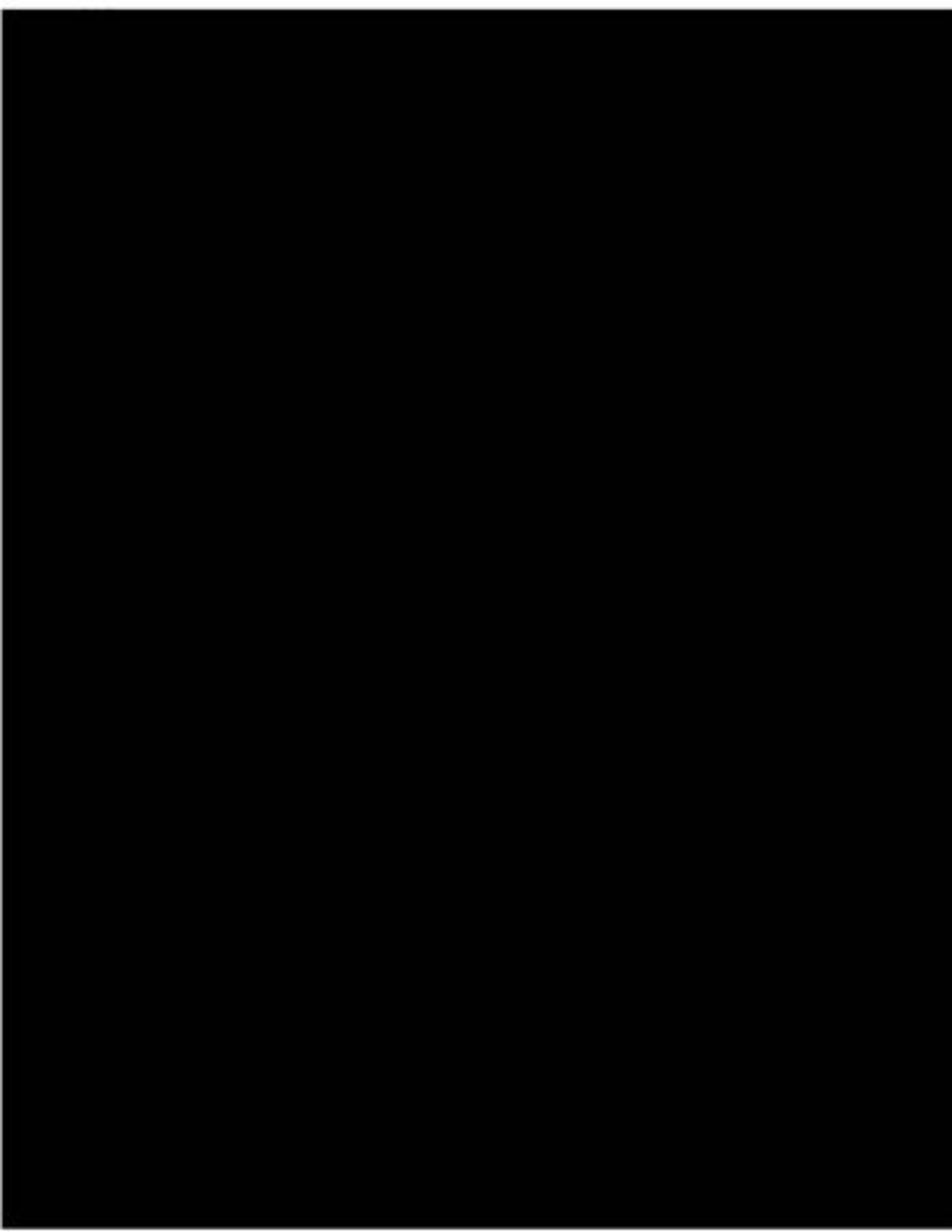
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# Exhibit 5

Report of Chilmark Town Affairs Council  
To Chilmark Select Board  
On the Events of July 29, 2021

I. INTRODUCTION

This report reflects the Chilmark Town Affairs Council's current understanding of events that took place at the Community Center on July 29, 2021. More specifically, there was a disturbing incident involving three young boys, two white and one Black, that has raised questions of whether racism (overt, implicit and/or systemic) was involved. The scope of this report is limited primarily to the incident that took place on July 29, although it includes certain salient events leading up to that incident and some important background information about the Community Center. Because the incident that led to the creation of this report involved minor children who were, in turn, being supervised in the first instance by staff members who were also minors, the report does not identify the people involved in the incident by name, and other steps have been taken in an effort to shield their identities and protect their privacy.

We feel that it is important to state emphatically that the incident itself – a strap around the neck of a Black child – was incredibly disturbing to the Town Affairs Council and to the entire Center community in view of the terrible history and horrifying images that it evoked. That this episode involved a Black child who was one of the few children of color in the program makes the incident that much more troubling to all of us. We are all parents, mothers and fathers, and, mindful of our aspiration for the Center to be a place where all children can feel welcome and safe, we have approached our review of this incident with heavy hearts and hope for a resolution that will bring healing and positive change to the community and beyond. We are well aware that the children participating in the Community Center's summer programs, as well as the staff, and the Town Affairs Council itself, are not particularly diverse, certainly not as diverse as the population of the Vineyard overall. That may be a reflection of the population of the Town of Chilmark itself, from which the campers and the staff are largely drawn, but that lack of diversity, like other manifestations of systemic racism, is nevertheless a problem that we must address.

The Community Center does not and will not tolerate any form of hate, bullying, or racism. This policy is fundamental to our mission, values, and practices. This core value will drive our work and approach as we navigate this challenging situation. We are committed to defining a clear path forward and a collaborative action plan that fully integrates our commitment to ensuring that the Center lives up to this mission. Gaining a clearer understanding of how to mitigate the effects of systemic racism and implicit bias will be a key element in building partnerships with important stakeholders and will inform the development and implementation of this collaborative plan of action. We welcome input from the diverse constituencies that have a stake in the outcome and will create accessible avenues for ongoing communication with interested parties.

## II. BACKGROUND

To place the incident in context, we are including some background regarding the Community Center, its morning program for the summer of 2021, and its staffing.

### A. History of the Community Center

The Chilmark Town Affairs Council, Inc., a 501(c)(3) corporation, has run summer programming for adults and children for more than 60 years. The Chilmark Community Center first began as a handful of informal traditions which took place in private places around Chilmark. Through the efforts of the Town Affairs Council, an association of summer and year-round residents, and a gift of land, a building was erected to house all those activities and more. The Chilmark Community Center opened its doors July 1957 with volunteers hosting organized activities in July and August for adults and children. The Community Center's mission is to provide recreational, athletic, cultural, and creative activities for children and adults, including year-round residents and summer visitors from near and far.

### B. The Community Center and its Program Structure for 2021

The boys involved in the incident were all participants in the Community Center's morning program, which runs from 9:00 to noon, Monday through Friday. The program ran from Monday, June 28, through Friday, August 13. The program and, indeed, the Center itself, is not selective. The Center welcomes all who wish to participate – it is not restricted to Chilmark residents. It provides substantial discounts to children attending island schools, as well as scholarships for those otherwise unable to afford to attend. Children can sign up for the entire seven-week program, or for as little as a week at a time.

Working in conjunction with the Chilmark Board of Health, the Center made a number of changes this year as a result of the COVID-19 pandemic. To reduce the risk of widespread exposure if someone were to be infected, the program was structured to be entirely outdoors. In addition, children in the morning program were not allowed to move freely through the campus as in years past. Rather, they were assigned to “family groups” consisting of roughly a dozen children of similar ages with at least two designated counselors who guide them through the day's activities. Each family group had a designated tent (the tents were also new this year) that acted as the group's home base. Children started and ended their days at their tents, playing games within their groups. They also returned to the tents for snack time, for special activities, or if it rained. Otherwise, they spent the morning rotating through organized activities including athletics, drama, tennis, STEAM, and arts and crafts (among other things). Each of those activities was led by one or more additional counselors.

### C. The Community Center's Discipline Policy

The Community Center has a policy regarding camper discipline that provides as follows:

Staff [are] encouraged to redirect behavior before it becomes problematic. If that fails, the appropriate Age Program Director for the child/children in question will

address the problem by asking all parties to explain their understanding of what happened, guide them towards recognizing where the situation went wrong, and then asking them how to correct and proceed. If the Age Group Director needs assistance, or the discipline issue is serious, the Executive Director will participate in the questions, mediation, and resolution process.

The Center reserves the right to cancel the membership of any person who does not abide by Center rules.

#### D. This Summer's Staff

The Community Center's senior staff included a number of counselors at the Director level who work as teachers during the academic year. The senior staff members who interacted directly with the three campers involved in the incident included two teachers with over 35 years of combined elementary and/or preschool experience, an elementary school teacher whose work includes responsibilities as an inclusion specialist, and a teaching assistant in special education whose previous experience includes nine years of work as a psychotherapist with a practice devoted to emotional stability in children. There is also an EMT on the staff, as well as an EMT in training (who has completed the coursework but has not taken the exam). The two counselors who were directly responsible for Family Group 1 were high school students who each had prior experience working as camp counselors.<sup>1</sup>

### III. GROUP DYNAMICS PRIOR TO THE INCIDENT

During the 14 days in July that the three campers involved in the incident overlapped in Family Group 1, they did not always play well together. The dynamics among the three boys (identified in this report as Camper A (the Black child), Camper Y and Camper Z), as well as a fourth boy, Camper X, who was not involved in the incident but who often played with the other three campers. According to multiple staff members, Camper Z was sometimes unkind to others in his family group, and he occasionally acted out. For example, in the process of our investigation an older camper told us that earlier during the summer program he had seen Camper Z hit another child (who was white) and call the child a "little rat."

The day before the incident involving the tent strap, Camper A and Camper Z had an altercation. One of the Directors immediately addressed the situation by separating the four boys (Campers A, X, Y and Z) from the rest of the group. She told them that being unkind to each other was unacceptable and asked them how they thought they could make things work better for the group. Camper A suggested that maybe the boys should not play together, and the other children agreed. She told them that they did not have to play with each other, but that they always did have to be kind to each other. They left it that they would stop playing together.

Later that day, after the morning program was over, another Director met with the two counselors immediately responsible for Family Group 1 to discuss the situation involving

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<sup>1</sup> To protect the privacy of the campers, their families and the Community Center's minor staff, this report does not reveal the name of the family group in the 8 to 10-year-old program to which the campers were assigned. Rather, it is referred to as "Family Group 1."

Camper Z and the other boys. The two counselors had on a number of occasions asked for help in dealing with Camper Z and had even asked that he be removed from Family Group 1. In response to their requests, one of the Directors had devoted extra time and attention to Family Group 1 and had given the counselors suggestions and strategies for dealing with Camper Z. Two other Directors also provided support and gave advice. During the meeting with the two counselors for Family Group 1, one Director told the counselors that they needed to keep a closer eye on Camper Z and gave them a plan that she asked them to implement the next day. In addition, she asked them to check in with Camper Z regularly to make sure he was engaged in whatever he was doing.

It is also noteworthy that, according to several sources, including staff members and campers, the group of boys had from time to time played games with the straps. Some have described them as imaginary games (“monsters” and/or “cops and robbers”) in which they would try to capture the monster or the robber and tie him up. According to Camper X, the game involved tying people up by wrapping a strap around their bodies. The counselors for Family Group 1 and other staff members had instructed the campers not to play games involving tying each other up.

#### IV. THE INCIDENT

The description below is based on information obtained directly from the three campers involved in the incident. They were asked on July 29 to describe what had happened by several Community Center staff members. In addition, we were able to speak directly with Camper X, another boy in Family Group 1 who, as noted above, often played with the other three boys and who, it turns out, was a witness to the incident. His recollections corroborated many of the details obtained during the initial conversations with Campers A, Y and Z. No staff members witnessed the incident.

The incident took place at about 10:30 in the morning on Thursday, July 29, after snack. The two counselors responsible for Family Group 1 were seated at a table under their tent. Our understanding is that Camper A, the Black child, was by himself playing with a tent strap at one of the posts of the adjacent tent. Campers X, Y and Z were walking and talking together, but Camper X stopped at one of the tables and the other two continued on without him. Camper Y and Camper Z approached Camper A and joined him in playing with the strap. At some point, Camper Y took the strap and used it to tie up Camper A, wrapping it around his neck and around the tent pole. Camper A resisted, saying “no” and/or “stop,” but Camper Y continued. Camper Y was holding one end of the strap, Camper Z was standing there watching, but Camper A was able to break free. The entire incident happened quickly.

After Camper A freed himself from the tent strap, he told one of the two counselors for his family group what had happened. She immediately brought him to the Center’s office area.<sup>2</sup> Camper A described the incident to two of the senior staff members. The Center’s Acting Director<sup>3</sup> also asked Camper A to tell her what had happened and then, after consulting with one of the senior officers of the Town Affairs Council, contacted the families of the three campers to ask them to come to the Center to pick up their children. After about ten minutes, Camper A told

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<sup>2</sup> Due to the pandemic, the Center operated with an outdoor office set up under a covered area outside the art shack this summer.

<sup>3</sup> The Center’s Executive Director was taking a voluntary leave of absence at the time of the incident.

the Acting Director that he wanted to go play soccer, so he was allowed to leave the office area. He played with one of the counselors for Family Group 1 until his grandmother arrived to pick him up. In the meantime, another director took Campers Y and Z away from their family group and spoke with them about what had happened. She then made the decision to separate them so that members of the senior staff could speak with them individually about what had happened. Campers Y and Z remained separated from their family group, each seated with one of the senior staff, until their parents arrived to pick them up. At that time, the Acting Director informed the families that Campers Y and Z would not be allowed to return to the Center this summer.

No one we spoke with heard these children or any children at the Community Center use any racial slurs or use racially charged language before, during or after the incident. No incidents of such behavior were reported to the Community Center during the course of the summer program. After this report was completed, a third party informed the Town Affairs Council that a different child told the third party that the child had witnessed the incident and, according to the third party, the child characterized what he or she saw as “racist.” We asked to speak with the child’s parents to ask them if they would permit us to speak with that child in a safe and appropriate setting, but the third party declined to provide access to the child or the parents. We are therefore unable to confirm or provide details of what the child heard or observed.

## V. CONCLUSIONS

The primary question that this report seeks to consider is whether race played a role in the incident that occurred at the Center on July 29. We have done our best to present the facts as to what happened the day of the incident as we have come to understand them. Based on the interviews we have conducted and information we have collected, we have not found any evidence of overt racial motivation for the behavior of the eight and nine-year-old boys that day. However, the act itself and the races of the three boys involved are significant. A strap around the neck of a Black child, one of the few children of color in the program, must raise the inevitable question of whether racism was involved in the incident. We cannot know what was in the minds of the children involved in this incident, and at this time it is not possible to determine conclusively whether underlying societal forces, including systemic racism and/or implicit bias, had an influence on this incident. In designing next steps, the Town Affairs Council is deeply committed to advancing diversity and inclusion in our program and to taking appropriate action to implement those goals and to prevent an incident like this one from happening again.

## VI. NEXT STEPS

The Town Affairs Council and the Community Center are committed to running an inclusive program in which all members of our community can safely thrive. Our priority is to create an environment that welcomes children of diverse backgrounds, races, cultures, ethnicities, religious beliefs, and sexual orientation, and in which all children feel safe and supported while participating in our programs.

In response to this incident, the Town Affairs Council has appointed a subcommittee to examine all levels of the Community Center’s operations, with a focus on diversity, equity and inclusion



(DEI). The subcommittee will seek advice from people of color who are experts in building diverse and inclusive organizations, as well as from other stakeholders in Chilmark and on the island.

Among our priorities are identifying opportunities to enhance diversity among our campers, counselors and the Town Affairs Council itself. We also must work to ensure that the Town Affairs Council's values, as outlined above, are understood, followed and reinforced by counselors, campers and their parents. The subcommittee will review the Center's current policies, practices and procedures for addressing and remedying inappropriate behavior and evaluate whether more detailed policies and procedures are needed. Although the Center is now closed until next July, the Town Affairs Council recognizes that this matter requires immediate attention to ensure that the subcommittee's DEI recommendations can be reviewed by the Town Affairs Council and implemented before planning for next summer's program begins. We are committed to using this incident as a catalyst for positive change.

# Exhibit 8



www.chilmarkma.gov

## TOWN OF CHILMARK CHILMARK, MASSACHUSETTS

TOWN OFFICES:  
Beetlebung Corner  
Post Office Box 119  
Chilmark, MA 02535  
508-645-2100  
508-645-2110 Fax

September 15, 2021

Arthur Hardy-Doubleday, Esq.  
6 Bennett Street  
Cambridge, MA 02138

Re: September 1, 2021 Public Records Request

Dear Atty. Hardy-Doubleday:

Please see, below, the response to each request listed in your letter dated Sept. 1, 2021. Public records, related to the separate requests are attached as an electronic file.

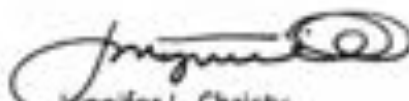
1. Please provide a list of documents that have been received from The Chilmark Town Affairs Council, Inc., address to the Town of Chilmark for January 1, 2019, to present.
  - No "list of documents" is in the custody of Town of Chilmark departments.
2. Please provide all documents listed in request #1.
  - Please see copies of emails, attached, received from The Chilmark Town Affairs Council, Inc. addressed to the Town of Chilmark since January 1, 2019.
3. Please provide a list of employees or town officials that have any type of employment or volunteer positions with The Chilmark Town Affairs Council, Inc.
  - No "list of employees or town officials" is in the custody of Town of Chilmark departments.
4. Please provide any agreements with or relevant to the Town of Chilmark and The Chilmark Town Affairs Council, Inc.
  - Please see the following documents attached:
    - MOU TOC CTAC 2021
    - tennis agreement Chilmark
5. Please provide any list of any funding provided to or for the benefit of The Chilmark Town Affairs Council, Inc.

- No "list of any funding provided to or for the benefit of The Chilmark Town Affairs Council, Inc." is in the custody of Town of Chilmark departments.
6. Please provide any emails and or written correspondence to or from the following named persons that are relevant to Chilmark Town Affairs Council Inc. from January 1, 2021, to present.
- a. Timothy R. Carroll
  - b. Diana DeBlase
  - c. James M. Malkin
  - d. Warren M. Doty
  - e. William N. Rossi
  - f. Marina Lent
  - g. Forrest Filler
- Please see the response to #2, above. Copies of "any emails and or written correspondence to or from the following named persons that are relevant to Chilmark Town Affairs Council Inc. from January 1, 2021, to present", in their capacity as a town official, are attached.
7. Please provide the complete email addresses for:
- a) Timothy R. Carroll
  - b) Diana DeBlase
  - c) James M. Malkin
  - d) Warren M. Doty
  - e) William N. Rossi
  - f) Marina Lent
  - g) Forrest Filler
- The following are the town email addresses assigned to such individuals:  
Timothy R. Carroll: [townadministrator@chilmarkma.gov](mailto:townadministrator@chilmarkma.gov)  
Diana DeBlase: [asstexecsec@chilmarkma.gov](mailto:asstexecsec@chilmarkma.gov)  
James M. Malkin: no town-assigned email  
Warren M. Doty: no town-assigned email  
William N. Rossi: no town-assigned email  
Marina Lent: [mlent@chilmarkma.gov](mailto:mlent@chilmarkma.gov)  
Forrest Filler: no town-assigned email
8. Please provide any and all Police records that are relevant to Chilmark Town Affairs Inc from January 1, 2020, to present
- See attached. Redactions were made to protect confidential information of children.
9. Please provide any and all Board of Health Records that are relevant to Chilmark Town Affairs Inc, from January 1, 2020, to present.

- Please see the following public records attached:
  - CCC Policies for Marina 2019
  - CCC 2021 Covid Protocols for BOH

if you have questions regarding this response please do not hesitate to contact my office.

Sincerely,



Jennifer L. Christy  
Town Clerk and Records Access Officer  
401 Middle Road  
Chilmark, MA 02535

508-645-2107  
townclerk@chilmarkma.gov

CC: Town Counsel

Hi Tim

Jim Malkin received the report this morning and has asked me to make copies for you, Bill and Warren and to scan the original for you to post into the next Select Board meeting agenda to be posted **as correspondence** on Friday by 5:00 PM. I have report for you at my desk. –Dilly

Receptionist

Office of the Selectmen

Chilmark Town Hall

P: (508) 645-2100 ext. 0

F: (508) 645-2110

E: [asstexecsec@chilmarkma.gov](mailto:asstexecsec@chilmarkma.gov)

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.

We are not receiving a report today from the Chilmark Town Affairs Council. Jeff Herman's mother suddenly died from Covid on Monday. He rushed to Long Island to be with her but he did not make it on time. The committee received a very last minute email from Saskia Vanderhoop that made some think the report should be amended. They are still working on the final wording of their report. I think we should remove this item from tonight's agenda. Warren

Good morning,

Jeff asked me to send the attached document, a tennis proposal for the summer.

Jeff, Betty, Nancy Grundman, and I have worked at the request of the Selectman to create a proposal about what a re-opening of the adult tennis program would look like this summer. We are sharing this with you now, in advance of sending it to the Chilmark Selectman this evening prior to their meeting tomorrow at 5pm.

I hope this finds you all well.

Sincerely,  
Alexandra

To: The Selectmen of the Town of Chilmark

Gentlemen, please find attached the proposal of the CTAC to run an adult tennis program at the CCC this summer. I understand from Alexandra that this topic will be on the Agenda of tomorrow's Selectmen's Meeting. We thought it would be helpful to get you our proposal in advance of the meeting. Sasha and I plan to attend the zoom meeting and to be available to explain generally our approach and to answer any questions if you think that would be helpful.

I had intended to cc the Board of Health but did not have an appropriate email for them. I trust you will circulate this to them and to any other interested parties. We look forward to hearing your reactions and to working together to be able to offer tennis to the up Island community this summer in a safe and responsible way.

Jeff Herman  
President, CTAC  
Good morning,

Please find attached the proposal of CTAC to add youth tennis to the existing successful adult program.

Tim, we would like to request to be on the agenda for Tuesday.

If there are any questions, please do not hesitate to reach out.

Sincerely,  
Alexandra London-Thompson  
Executive Director, CCC

PS Marina, would you please forward this proposal to the Board of Health (I've already included Jan, as I had her email).

On Mon, May 25, 2020 at 3:17 PM Jeffrey N. Herman <[jherman@decisionquest.com](mailto:jherman@decisionquest.com)> wrote:

To: The Selectmen of the Town of Chilmark

Gentlemen, please find attached the proposal of the CTAC to run an adult tennis program at the CCC this summer. I understand from Alexandra that this topic will be on the Agenda of tomorrow's Selectmens' Meeting. We thought it would be helpful to get you our proposal in advance of the meeting. Sasha and I plan to attend the zoom meeting and to be available to explain generally our approach and to answer any questions if you think that would be helpful.

I had intended to cc the Board of Health but did not have an appropriate email for them. I trust you will circulate this to them and to any other interested parties. We look forward to hearing your reactions and to working together to be able to offer tennis to the up Island community this summer in a safe and responsible way.

Jeff Herman  
President, CTAC

**From:** Tim Carroll [<mailto:townadministrator@chilmarkma.gov>]

**Sent:** Wednesday, September 1, 2021 4:22 PM

**To:** Assistant Exec Sec <[asstexecsec@chilmarkma.gov](mailto:asstexecsec@chilmarkma.gov)>; Jonathan Klaren <[jklaren@chilmarkma.gov](mailto:jklaren@chilmarkma.gov)>; Jeff Herman <[jherman@decisionquest.com](mailto:jherman@decisionquest.com)>; Marina Lent <[mlent@chilmarkma.gov](mailto:mlent@chilmarkma.gov)>; Katie Carroll ([squidrow@vineyard.net](mailto:squidrow@vineyard.net)) <[squidrow@vineyard.net](mailto:squidrow@vineyard.net)>; 'Matt Poole' ([mpoole@edgartown-ma.us](mailto:mpoole@edgartown-ma.us)) <[mpoole@edgartown-ma.us](mailto:mpoole@edgartown-ma.us)>; Jan Buhrman ([jan@kitchenporch.com](mailto:jan@kitchenporch.com)) <[jan@kitchenporch.com](mailto:jan@kitchenporch.com)>; Forrest Filler ([assthealthinspechilmark@gmail.com](mailto:assthealthinspechilmark@gmail.com)) <[assthealthinspechilmark@gmail.com](mailto:assthealthinspechilmark@gmail.com)>

**Cc:** Jennifer Christy <[townclerk@chilmarkma.gov](mailto:townclerk@chilmarkma.gov)>

**Subject:** 21 09 01 Public Records Request\_ related to the CCC & CTAC

FYI I will be speaking to town counsel about this request tomorrow. I am providing you a copy of the request so that you can preserve any material related to this pending request. All responses will be coordinated through the SRAO (Town Clerk) so we can properly document and provide estimated costs (if necessary).

Linda, Bill & Rodney

For the meeting at 3 PM tomorrow.

## Tim Carroll

Town Administrator

Town of Chilmark

508-645-2101 O 508-627-0034 M 508-645-2110 F

Hi folks

Will one of you be attending the CTAC meeting? I am helping at Church on Sunday mornings.

Tim

## Tim Carroll

Town Administrator

Town of Chilmark

508-645-2101 O 508-627-0034 M 508-645-2110 F

Nan would like to consider booking the hall for yoga classes.

Who should she speak to?

Tim

Tim Carroll  
Town Administrator & EMD  
508-645-2101 office  
508-627-0034 mobile



Begin forwarded message:

**From:** Nan Doty <[chipocket62@gmail.com](mailto:chipocket62@gmail.com)>  
**Date:** July 15, 2021 at 12:17:43 PM EDT  
**To:** Tim Carroll <[townadministrator@chilmarkma.gov](mailto:townadministrator@chilmarkma.gov)>  
**Subject:** Re: FW: CTAC Meeting at CCC - Sunday, July 18th at 9 am

Hi Tim,

Yes, we will be there.

Glad you're helping out at church! I'd like to hold classes there in the fall again, if the church is open to this and if Covid remains more or less the same on MV. Everyone in class would be vaccinated.

Thanks,  
Nan

On Thu, Jul 15, 2021 at 11:43 AM Tim Carroll <[townadministrator@chilmarkma.gov](mailto:townadministrator@chilmarkma.gov)> wrote:

Hi folks

Will one of you be attending the CTAC meeting? I am helping at Church on Sunday mornings.

Tim

## Tim Carroll

Town Administrator

**Town of Chilmark**

508-645-2101 O 508-627-0034 M 508-645-2110 F

**From:** "Jeffrey N. Herman" <[jherman@decisionquest.com](mailto:jherman@decisionquest.com)>  
**Date:** May 29, 2020 at 9:17:16 AM EDT  
**To:** Marina Lent <[boh@chilmarkma.gov](mailto:boh@chilmarkma.gov)>  
**Cc:** Alexandra London-Thompson <[londonthompson@gmail.com](mailto:londonthompson@gmail.com)>  
**Subject:** Re: CTAC Tennis 2020 Proposal.pdf

Marina, hope you are well. Just following up on our email exchange earlier this week. Did you want me to attend the BOH meeting on Saturday at 5. Happy to do so if you think that would be helpful. And I could repeat my introductory remarks and answer any questions as appropriate. Could you please email me the link. Also, I probably won't be able to zoom in til around 5:15, so if you could put tennis on the agenda in a way that would work with that timing I would appreciate it. Please let me know about all this and I will plan accordingly. And of course if you have any questions before then just email me. Thanks.

Sent from my iPhone

On May 27, 2020, at 1:17 PM, Marina Lent <[boh@chilmarkma.gov](mailto:boh@chilmarkma.gov)> wrote:

I got it! Thanks. Things are getting lost in the email tsunami lately, but it's safe and sound in the BOH meeting file on Google Docs. Now, whether they will have a chance to read it or not... But the meeting and your presentation was very helpful. So you might be asked to do a do-over on that.

From: "Jeffrey N. Herman" <[jherman@decisionquest.com](mailto:jherman@decisionquest.com)>  
To: Marina Lent <[boh@chilmarkma.gov](mailto:boh@chilmarkma.gov)>  
Date: Wed, 27 May 2020 05:59:36 -0700  
Subject: Re: CTAC Tennis 2020 Proposal.pdf

Marina, the proposal was sent to you yesterday afternoon by Tim Carroll and I did not reattach it to my email this morning. Let me know if you did not receive it and I will go back into my sent emails and send you another copy directly.

Sent from my iPhone

On May 27, 2020, at 8:36 AM, Marina Lent <[boh@chilmarkma.gov](mailto:boh@chilmarkma.gov)> wrote:

I'm sorry: I can't find the proposal attached. Could you please resend? Thank you!

**From:** Jeffrey N. Herman [mailto:[jherman@decisionquest.com](mailto:jherman@decisionquest.com)]  
**Sent:** Wednesday, May 27, 2020 6:40 AM  
**To:** Tim Carroll <[townadministrator@chilmarkma.gov](mailto:townadministrator@chilmarkma.gov)>  
**Cc:** 'Matt Poole' (<[mpoole@edgartown-ma.us](mailto:mpoole@edgartown-ma.us)> <[mpoole@edgartown-ma.us](mailto:mpoole@edgartown-ma.us)>); Jan Buhrman (<[jan@kitchenporch.com](mailto:jan@kitchenporch.com)> <[jan@kitchenporch.com](mailto:jan@kitchenporch.com)>); Katie Carroll <[squidrow@vineyard.net](mailto:squidrow@vineyard.net)>; Marina Lent <[mlent@chilmarkma.gov](mailto:mlent@chilmarkma.gov)>; Forrest Filler <[assthealthinspechilmark@gmail.com](mailto:assthealthinspechilmark@gmail.com)>; Alexandra London-Thompson <[londonthompson@gmail.com](mailto:londonthompson@gmail.com)>  
**Subject:** Re: CTAC Tennis 2020 Proposal.pdf

To: BOH

In anticipation of your meeting at 5pm on Saturday, if anyone has any questions regarding the CTAC proposal which you all now have received, please feel free to reach out to Alexandra or myself via email and we will do our best to answer them. Thank you for your attention.

Jeff Herman  
Sent from my iPhone

On May 26, 2020, at 6:00 PM, Tim Carroll <[townadministrator@chilmarkma.gov](mailto:townadministrator@chilmarkma.gov)> wrote:

For Saturday at 5:00 PM BOH meeting

On Mon, 25 May 2020 14:17:30 -0500, "Jeffrey N. Herman" <[jherman@decisionquest.com](mailto:jherman@decisionquest.com)> wrote:

To: The Selectmen of the Town of Chilmark

Gentlemen, please find attached the proposal of the CTAC to run an adult tennis program at the CCC this summer. I understand from Alexandra that this topic will be on the Agenda of tomorrow's Selectmens' Meeting. We thought it would be helpful to get you our proposal in advance of the meeting. Sasha and I plan to attend the zoom meeting and to be available to explain generally our approach and to answer any questions if you think that would be helpful. I had intended to cc the Board of Health but did not have an appropriate email for them. I trust you will circulate this to them and to any other interested parties. We look forward to hearing your reactions and to working together to be able to offer tennis to the up Island community this summer in a safe and responsible way.

Jeff Herman  
President, CTAC  
<ATT00005.html>  
<CTAC Tennis 2020 Proposal.pdf>  
BOH ok with proposal. zoom zoom on Tuesday

From: Katie Carroll <[squidrow@vineyard.net](mailto:squidrow@vineyard.net)>  
To:  
Cc: Marina Lent <[mlent@chilmarkma.gov](mailto:mlent@chilmarkma.gov)>, Matt Poole <[mpoole@edgartown-ma.us](mailto:mpoole@edgartown-ma.us)>, Jan Buhrman <[jan@kitchenporch.com](mailto:jan@kitchenporch.com)>  
Date: Fri, 19 Jun 2020 17:29:58 -0400  
Subject: Re: CTAC Youth Tennis 2020 Proposal.pdf

I'm ok with the proposal.  
As always, a stipulation should be in the plan to "reel things back in" should issues arise.

Sent from my iPhone with random autocorrects that may inadvertently change the meaning of the content ☐☐♀☐

On Jun 19, 2020, at 11:47 AM, Tim Carroll <[townadministrator@chilmarkma.gov](mailto:townadministrator@chilmarkma.gov)> wrote:

Thank you. I will stand by.

Tim Carroll  
Town Administrator & EMD  
508-645-2101 office  
508-627-0034 mobile

On Jun 19, 2020, at 11:00 AM, Marina Lent <[mlent@chilmarkma.gov](mailto:mlent@chilmarkma.gov)> wrote:

I think we said we do not need to formally vote on it, since we have already reviewed in great detail their opening proposal, and this continues along very similar lines. However, I have forwarded it to BOH for comment and will cc them on this response in case they have some input they would like to make either here directly or at the BOS meeting on Tuesday.

Marina

From: "Tim Carroll" <[townadministrator@chilmarkma.gov](mailto:townadministrator@chilmarkma.gov)>  
To: "Matt Poole" <[mpoole@edgartown-ma.us](mailto:mpoole@edgartown-ma.us)>, "Katie Carroll" <[squidrow@vineyard.net](mailto:squidrow@vineyard.net)>, "Jan Buhrman" <[jan@kitchenporch.com](mailto:jan@kitchenporch.com)>, <[mlent@chilmarkma.gov](mailto:mlent@chilmarkma.gov)>  
Date: Fri, 19 Jun 2020 09:34:21 -0400  
Subject: Fwd: CTAC Youth Tennis 2020 Proposal.pdf

Marina

Does the boh have an opinion on the youth tennis proposal and does the boh need to approve for them to start on june 29?

Tim Carroll  
Town Administrator & EMD  
508-645-2101 office  
508-627-0034 mobile

Begin forwarded message:

**From:** Warren Doty <[warrenmdoty@gmail.com](mailto:warrenmdoty@gmail.com)>  
**Date:** June 18, 2020 at 6:23:28 PM EDT  
**To:** Tim Carroll <[townadministrator@chilmarkma.gov](mailto:townadministrator@chilmarkma.gov)>  
**Cc:** Alexandra London-Thompson <[londonthompson@gmail.com](mailto:londonthompson@gmail.com)>, "jimmalkin@gmail.com" <[jimmalkin@gmail.com](mailto:jimmalkin@gmail.com)>, Tim Carroll <[EXECSEC@CHILMARKMA.GOV](mailto:EXECSEC@CHILMARKMA.GOV)>, "bill.rossi@compass.com" <[bill.rossi@compass.com](mailto:bill.rossi@compass.com)>, Marina Lent <[boh@chilmarkma.gov](mailto:boh@chilmarkma.gov)>, Jan Buhrman <[jan@kitchenporch.com](mailto:jan@kitchenporch.com)>, Betty FrankBailey <[bettyfrankbailey@gmail.com](mailto:bettyfrankbailey@gmail.com)>, Nancy Grundman <[ngrundman1@gmail.com](mailto:ngrundman1@gmail.com)>, "Jeffrey N. Herman" <[jherman@decisionquest.com](mailto:jherman@decisionquest.com)>  
**Subject: Re: CTAC Youth Tennis 2020 Proposal.pdf**

Let's see if we can advance this program before our meeting on June 30. They want to begin on June 29. Can we just say yes by email and then have a formal vote on June 30?

Sent from my iPhone

On Jun 18, 2020, at 9:04 AM, Tim Carroll <[townadministrator@chilmarkma.gov](mailto:townadministrator@chilmarkma.gov)> wrote:

Next meeting is june 30

Tim Carroll  
Town Administrator & EMD  
508-645-2101 office  
508-627-0034 mobile

On Jun 18, 2020, at 8:54 AM, Alexandra London-Thompson <[londonthompson@gmail.com](mailto:londonthompson@gmail.com)> wrote:

Good morning,

Please find attached the proposal of CTAC to add youth tennis to the existing successful adult program.

Tim, we would like to request to be on the agenda for Tuesday.

If there are any questions, please do not hesitate to reach out.

Sincerely,  
Alexandra London-Thompson  
Executive Director, CCC

PS Marina, would you please forward this proposal to the Board of Health (I've already included Jan, as I had her email).

On Mon, May 25, 2020 at 3:17 PM Jeffrey N. Herman <[jherman@decisionquest.com](mailto:jherman@decisionquest.com)> wrote:

To: The Selectmen of the Town of Chilmark

Gentlemen, please find attached the proposal of the CTAC to run an adult tennis program at the CCC this summer. I understand from Alexandra that this topic will be on the Agenda of tomorrow's Selectmens' Meeting. We thought it would be helpful to get you our proposal in advance of the meeting. Sasha and I plan to attend the zoom meeting and to be available to explain generally our approach and to answer any questions if you think that would be helpful.

I had intended to cc the Board of Health but did not have an appropriate email for them. I trust you will circulate this to them and to any other interested parties. We look forward to hearing your reactions and to working together to be able to offer tennis to the up Island community this summer in a safe and responsible way.

Jeff Herman  
President, CTAC

Sent from my iPhone  
<CTAC 2020 Youth Tennis Proposal.docx>

Hi Tim,

We were catching up on the CCC voicemail and there were a couple for the town.

1. Julie Han would like to reserve the CCC for a private event on June 10th 2022. Her phone number is 508-939-0886.
2. Jim Austin would like to be called back, no additional information was provided. He called on June 17th and his number is 508-693-9548.

At the CTAC meeting this morning we realized that the Road Race will be held after the Summer Program has ended. Would it be okay if we extended our use of the main building and Community Center grounds to Saturday August 14th for the Road Race and then schedule the walk through for Monday August 16th to return the Community Center back to the town?

Thank you,

Megan

Megan Bailey

Associate Director

--

Chilmark Community Center

Address: 520 South Road

Mailing Address: PO Box 29

Chilmark, MA 02535

Phone: 508-560-2622

My thanks as well for the great work and thoughtfulness in preparing for tennis this challenging summer. My only thought might be to consider lowering at some point the age requirement so that kids under 16 could play with their family tennis member parents. Indeed intra household family tennis at one point(it's now been expanded)was earlier this spring the only tennis allowed for my tennis club in California by the county since social distance wasn't required within households. Given the more limited activity available for kids unfortunately so far this summer this could be a nice addition for tennis families.

All best,

John

Sent from my iPhone

On May 27, 2020, at 4:35 PM, Kay Matschullat <[kmatschullat@gmail.com](mailto:kmatschullat@gmail.com)> wrote:

Hello - thanks for all the hard work

And making this happen. It seems a bit draconian to me but perhaps it's in line with thinking on the island and in MA. As the summer goes on there will be more and more activity with social distancing so staying in cars til one's court time, for example, seems extreme when there is a lot of space within which to social distance but be outdoors. As things open up maybe the stringent restrictions can be softened? Encouraging use of the resources and outdoor activity benefits all.

Hope you all remain well!

Best,

Kay

[kay@mediaartexploration.org](mailto:kay@mediaartexploration.org)

c: 917-881-4977

o: 628-999-8006

Sent from my iPhone/myoffice/mytransport/mymemory

On May 27, 2020, at 4:09 PM, Michael Bailey <[michaelbailey@aol.com](mailto:michaelbailey@aol.com)> wrote:

Sorry for the delayed response. The protocols go well beyond those in place at my tennis club in Florida, which reopened for play three weeks ago. I fully support the program.

Mike

-----Original Message-----

From: Alexandra London-Thompson <[londonthompson@gmail.com](mailto:londonthompson@gmail.com)>

To: Betty Frank-Bailey <[bettyfrankbailey@gmail.com](mailto:bettyfrankbailey@gmail.com)>; michaelbailey <[michaelbailey@aol.com](mailto:michaelbailey@aol.com)>;

kathiecaretaking <[kathiecaretaking@gmail.com](mailto:kathiecaretaking@gmail.com)>; Nan Doty ([chipocket62@gmail.com](mailto:chipocket62@gmail.com))

<[Chipocket62@gmail.com](mailto:Chipocket62@gmail.com)>; Warren Doty ([warrenmdoty@gmail.com](mailto:warrenmdoty@gmail.com)) <[warrenmdoty@gmail.com](mailto:warrenmdoty@gmail.com)>;

Daniel.karnovsky <[Daniel.karnovsky@libertymutual.com](mailto:Daniel.karnovsky@libertymutual.com)>; Sylvia Cohn <[Sylvia.cohn@gmail.com](mailto:Sylvia.cohn@gmail.com)>;

Jeffrey N. Herman <[jherman@decisionquest.com](mailto:jherman@decisionquest.com)>; Morganbaker89 <[Morganbaker89@comcast.net](mailto:Morganbaker89@comcast.net)>;

Tim Carroll <[execsec@chilmarkma.gov](mailto:execsec@chilmarkma.gov)>; diamondj <[diamondj@uchastings.edu](mailto:diamondj@uchastings.edu)>; Margo <[Margocohen470@gmail.com](mailto:Margocohen470@gmail.com)>; Jane Gollin <[Jane.gollin@icloud.com](mailto:Jane.gollin@icloud.com)>; marcygringlas <[marcygringlas@gmail.com](mailto:marcygringlas@gmail.com)>; Nancy Grundman <[Ngrundman1@gmail.com](mailto:Ngrundman1@gmail.com)>; Suellen Lazarus <[suellen@mvbookfestival.com](mailto:suellen@mvbookfestival.com)>; Kay Matschullat <[kmatschullat@gmail.com](mailto:kmatschullat@gmail.com)>; Michelle <[Oconnor.michelle@comcast.net](mailto:Oconnor.michelle@comcast.net)>; stephenhpower <[stephenhpower@gmail.com](mailto:stephenhpower@gmail.com)>; russellcris <[russellcris@gmail.com](mailto:russellcris@gmail.com)>; Julie <[onceaweekjulie@gmail.com](mailto:onceaweekjulie@gmail.com)>

Sent: Mon, May 25, 2020 10:07 am

Subject: CTAC Summer 2020 Proposal

Good morning,

Jeff asked me to send the attached document, a tennis proposal for the summer.

Jeff, Betty, Nancy Grundman, and I have worked at the request of the Selectman to create a proposal about what a re-opening of the adult tennis program would look like this summer. We are sharing this with you now, in advance of sending it to the Chilmark Selectman this evening prior to their meeting tomorrow at 5pm.

I hope this finds you all well.

Sincerely,  
Alexandra

Reminder: Meeting is at 8:30 am today.

On Thu, Aug 5, 2021 at 8:22 AM Warren Doty <[warrenmdoty@gmail.com](mailto:warrenmdoty@gmail.com)> wrote:

I spoke to Jeff Herman just now. He promises us to have a report on an investigation of incident by Tuesday. I said that was fine timing. Warren

--

**Compass**

Bill Rossi

508-367-2918

Licensed Real Estate Broker

[www.compass.com](http://www.compass.com)

Hi Tim,

The office staff are happy to complete whatever testing is needed, please let us know exactly what you need and when you need it by and it will be sent to you.

Thank you,

Megan

Megan Bailey  
Associate Director  
Chilmark Community Center

On Thu, Jul 29, 2021 at 10:43 AM Marina Lent <[boh@chilmarkma.gov](mailto:boh@chilmarkma.gov)> wrote:  
Who is Megan? Is that a staff person at the library who could put the meter in a glass of water and write down what she sees?

Sent from my iPhone

On Jul 29, 2021, at 1:38 PM, Tim Carroll <[townadministrator@chilmarkma.gov](mailto:townadministrator@chilmarkma.gov)> wrote:

I need you and Rodney and Megan to work out the Ph testing. I signed and sent the work order in .

Ebba is out on funeral leave.

Tim

## Tim Carroll

Town Administrator

Town of Chilmark

508-645-2101 O 508-627-0034 M 508-645-2110 F

**From:** Marina Lent <[mlent@chilmarkma.gov](mailto:mlent@chilmarkma.gov)>  
**Sent:** Wednesday, July 28, 2021 6:28 PM  
**To:** Tim Carroll <[townadministrator@chilmarkma.gov](mailto:townadministrator@chilmarkma.gov)>  
**Subject:** Re: Fwd: Chilmark Community Center - Outstanding Issues

just say "when." I'm sorry it's such a roaring PIB



From: "Tim Carroll" <[townadministrator@chilmarkma.gov](mailto:townadministrator@chilmarkma.gov)>  
To: "Rodney Bunker" <[rbunker@chilmarkma.gov](mailto:rbunker@chilmarkma.gov)>, "Marina Lent" <[mlent@chilmarkma.gov](mailto:mlent@chilmarkma.gov)>, "Ebba Hierta" <[ehierta@clamsnet.org](mailto:ehierta@clamsnet.org)>  
Cc: "Warren Doty" <[warrenmdoty@gmail.com](mailto:warrenmdoty@gmail.com)>, "Bill Rossi" <[bill.rossi@compass.com](mailto:bill.rossi@compass.com)>, "James Malkin" <[jimmalkin@gmail.com](mailto:jimmalkin@gmail.com)>  
Date: Wed, 28 Jul 2021 15:53:20 -0400  
Subject: Fwd: Chilmark Community Center - Outstanding Issues

Hi folks

Are you available to meet to review the PWS issues that our operator has brought to our attention?

Tim

Tim Carroll  
Town Administrator & EMD  
508-645-2101 office  
508-627-0034 mobile

Begin forwarded message:

**From:** Kara Risk <[krisk@nsuwater.com](mailto:krisk@nsuwater.com)>  
**Date:** July 28, 2021 at 12:14:33 PM EDT  
**To:** Tim Carroll <[townadministrator@chilmarkma.gov](mailto:townadministrator@chilmarkma.gov)>  
**Subject:** Chilmark Community Center - Outstanding Issues

Good morning, Tim.

- Please find attached our proposal from February 8, 2021. Kindly sign and date where indicated and return a copy to me. Once it is received I will notify the MassDEP that we will be working toward resolving these outstanding issues.
- pH and water meter readings were not provided for May or June 2021. Therefore, required Chemical Addition Forms have not been filed with the MassDEP for these months. July will become due next week. Please let me know how you would like to address this moving forward. Perhaps this could be assigned to a staff member who could

collect this data on a daily basis and email it to me by the 2<sup>nd</sup> of the following month.

I look forward to hearing from you.

Thank you,  
Kara Risk

KARA RISK  
OPERATIONS & ENVIRONMENTAL SPECIALIST

DIRECT: (508) 535-0483  
[NSUWATER.COM](http://NSUWATER.COM)

BENNETT ENVIRONMENTAL ASSOCIATES, LLC.

A Natural Systems Utilities Company

1573 Main Street  
Brewster, MA 02631

508-896-1706

508-896-5109 fax

<http://bennett-ea.com>

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--

Chilmark Community Center  
Address: 520 South Road  
Mailing Address: PO Box 29  
Chilmark, MA 02535  
Phone: 508-560-2622  
Our office staff have both Macs and PCs.

On Fri, Jul 30, 2021 at 5:04 AM Marina Lent <[mlent@chilmarkma.gov](mailto:mlent@chilmarkma.gov)> wrote:  
are you on mac or pc?

From: "Marina Lent" <[boh@chilmarkma.gov](mailto:boh@chilmarkma.gov)>  
To: "Chilmark Community Center" <[chilmarkcommunitycenter@gmail.com](mailto:chilmarkcommunitycenter@gmail.com)>, "Tim Carroll" <[townadministrator@chilmarkma.gov](mailto:townadministrator@chilmarkma.gov)>  
Cc: "Marina Lent" <[mlent@chilmarkma.gov](mailto:mlent@chilmarkma.gov)>, [rbunker@chilmarkma.gov](mailto:rbunker@chilmarkma.gov)  
Date: Thu, 29 Jul 2021 16:19:21 -0400  
Subject: Re: Chilmark Community Center - Outstanding Issues

Thank you, Megan! This is very good news. I do not remember what equipment is being used, and whether you could even do a pH strip for these measurements. I'll talk to the state and the school and try to get this underway ASAP.

Marina  
774-836-7871

From: Chilmark Community Center <[chilmarkcommunitycenter@gmail.com](mailto:chilmarkcommunitycenter@gmail.com)>  
To: Tim Carroll <[townadministrator@chilmarkma.gov](mailto:townadministrator@chilmarkma.gov)>  
Cc: Marina Lent <[boh@chilmarkma.gov](mailto:boh@chilmarkma.gov)>, Marina Lent <[mlent@chilmarkma.gov](mailto:mlent@chilmarkma.gov)>, [rbunker@chilmarkma.gov](mailto:rbunker@chilmarkma.gov)  
Date: Thu, 29 Jul 2021 13:01:28 -0700  
Subject: Re: Chilmark Community Center - Outstanding Issues

Hi Tim,

The office staff are happy to complete whatever testing is needed, please let us know exactly what you need and when you need it by and it will be sent to you.

Thank you,

Megan

Megan Bailey  
Associate Director  
Chilmark Community Center

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Sent from my iPhone

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Ebba is out on funeral leave.

Tim

## Tim Carroll

Town Administrator

Town of Chilmark

508-645-2101 O 508-627-0034 M 508-645-2110 F

**From:** Marina Lent <[mlent@chilmarkma.gov](mailto:mlent@chilmarkma.gov)>

**Sent:** Wednesday, July 28, 2021 6:28 PM

**To:** Tim Carroll <[townadministrator@chilmarkma.gov](mailto:townadministrator@chilmarkma.gov)>

**Subject:** Re: Fwd: Chilmark Community Center - Outstanding Issues

just say "when." I'm sorry it's such a roaring PIB

From: "Tim Carroll" <[townadministrator@chilmarkma.gov](mailto:townadministrator@chilmarkma.gov)>

To: "Rodney Bunker" <[rbunker@chilmarkma.gov](mailto:rbunker@chilmarkma.gov)>, "Marina Lent" <[mlent@chilmarkma.gov](mailto:mlent@chilmarkma.gov)>, "Ebba Hierta" <[ehierta@clamsnet.org](mailto:ehierta@clamsnet.org)>

Cc: "Warren Doty" <[warrenmdoty@gmail.com](mailto:warrenmdoty@gmail.com)>, "Bill Rossi" <[bill.rossi@compass.com](mailto:bill.rossi@compass.com)>, "James Malkin" <[jimmalkin@gmail.com](mailto:jimmalkin@gmail.com)>

Date: Wed, 28 Jul 2021 15:53:20 -0400

Subject: Fwd: Chilmark Community Center - Outstanding Issues

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Tim

Tim Carroll

Town Administrator & EMD

508-645-2101 office

508-627-0034 mobile

Begin forwarded message:

**From:** Kara Risk <[krisk@nsuwater.com](mailto:krisk@nsuwater.com)>  
**Date:** July 28, 2021 at 12:14:33 PM EDT  
**To:** Tim Carroll <[townadministrator@chilmarkma.gov](mailto:townadministrator@chilmarkma.gov)>  
**Subject:** Chilmark Community Center - Outstanding Issues

Good morning, Tim.

- Please find attached our proposal from February 8, 2021. Kindly sign and date where indicated and return a copy to me. Once it is received I will notify the MassDEP that we will be working toward resolving these outstanding issues.
- pH and water meter readings were not provided for May or June 2021. Therefore, required Chemical Addition Forms have not been filed with the MassDEP for these months. July will become due next week. Please let me know how you would like to address this moving forward. Perhaps this could be assigned to a staff member who could collect this data on a daily basis and email it to me by the 2<sup>nd</sup> of the following month.

I look forward to hearing from you.

Thank you,  
Kara Risk

**KARA RISK**  
OPERATIONS & ENVIRONMENTAL SPECIALIST  
DIRECT: (508) 535-0483  
[NSUWATER.COM](http://NSUWATER.COM)

**BENNETT ENVIRONMENTAL ASSOCIATES, LLC.**  
A Natural Systems Utilities Company  
1573 Main Street  
Brewster, MA 02631  
508-896-1706  
508-896-5109 fax  
<http://bennett-ea.com>

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--

Chilmark Community Center  
Address: 520 South Road  
Mailing Address: PO Box 29  
Chilmark, MA 02535  
Phone: 508-560-2622

--

Chilmark Community Center  
Address: 520 South Road  
Mailing Address: PO Box 29  
Chilmark, MA 02535  
Phone: 508-560-2622  
This is great news!!!! Life returning to some sort of normalcy for the CCC  
Thank you for the update  
Stay well all☐

Sent from my iPhone  
Margo Raymond Cohen  
MRC Design  
470 West End Avenue  
New York, NY 10024  
212-873-7660  
917-922-3033  
Margocohen470@gmail.  
com  
[Margocohen.com](http://Margocohen.com)

**From:** Tim Carroll [<mailto:townadministrator@chilmarkma.gov>]

**Sent:** Thursday, August 13, 2020 7:46 AM

**To:** Warren Doty <[warrenmdoty@gmail.com](mailto:warrenmdoty@gmail.com)>; Nan Doty <[chipocket62@gmail.com](mailto:chipocket62@gmail.com)>; James Malkin <[jimmalkin@gmail.com](mailto:jimmalkin@gmail.com)>; Bill Rossi <[bill.rossi@compass.com](mailto:bill.rossi@compass.com)>; Jonathan Klaren <[jklaren@chilmarkma.gov](mailto:jklaren@chilmarkma.gov)>; [ttemschieff@vineyard.net](mailto:ttemschieff@vineyard.net)

**Cc:** Jennifer Christy <[townclerk@chilmarkma.gov](mailto:townclerk@chilmarkma.gov)>

**Subject:** Fwd: CTAC Meetin Saturday, August 15 at 9 am by Zoom

FYI late summer CTAC meeting is Saturday.

Tim Carroll

Town Administrator & EMD

508-645-2101 office

508-627-0034 mobile

Best

Nancy Grundman

I'm going to go out on a limb and say this is in regards to the Community Center and their summer program?

Sent from my iPhone

On Aug 13, 2020, at 8:06 AM, Tim Carroll <[townadministrator@chilmarkma.gov](mailto:townadministrator@chilmarkma.gov)> wrote:

In case you want to tell the summer program anything you want them to plan for next summer.

Tim Carroll  
Town Administrator & EMD  
508-645-2101 office  
508-627-0034 mobile

On Aug 13, 2020, at 8:03 AM, Ben Retmier <[ttemschief@vineyard.net](mailto:ttemschief@vineyard.net)> wrote:

Morning Tim,  
Please excuse my ignorance on this, but what is the CTAC?  
Ben

Sent from my iPhone

On Aug 13, 2020, at 7:46 AM, Tim Carroll <[townadministrator@chilmarkma.gov](mailto:townadministrator@chilmarkma.gov)> wrote:

FYI late summer CTAC meeting is Saturday.

Tim Carroll  
Town Administrator & EMD  
508-645-2101 office  
508-627-0034 mobile

Begin forwarded message:

On Thu, Jul 15, 2021 at 1:46 PM Tim Carroll <[townadministrator@chilmarkma.gov](mailto:townadministrator@chilmarkma.gov)> wrote:  
Rev..

Nan would like to consider booking the hall for yoga classes.

Who should she speak to?

Tim

Tim Carroll  
Town Administrator & EMD  
508-645-2101 office  
508-627-0034 mobile

Begin forwarded message:

**From:** Nan Doty <[chipocket62@gmail.com](mailto:chipocket62@gmail.com)>  
**Date:** July 15, 2021 at 12:17:43 PM EDT  
**To:** Tim Carroll <[townadministrator@chilmarkma.gov](mailto:townadministrator@chilmarkma.gov)>  
**Subject:** Re: FW: CTAC Meeting at CCC - Sunday, July 18th at 9 am

Hi Tim,

Yes, we will be there.

Glad you're helping out at church! I'd like to hold classes there in the fall again, if the church is open to this and if Covid remains more or less the same on MV. Everyone in class would be vaccinated.

Thanks,  
Nan

On Thu, Jul 15, 2021 at 11:43 AM Tim Carroll <[townadministrator@chilmarkma.gov](mailto:townadministrator@chilmarkma.gov)> wrote:

Hi folks

Will one of you be attending the CTAC meeting? I am helping at Church on Sunday mornings.

Tim

## Tim Carroll

Town Administrator

Town of Chilmark

508-645-2101 O 508-627-0034 M 508-645-2110 F

On Aug 26, 2021, at 3:45 PM, Dilly DeBlase <[asstexecsec@chilmarkma.gov](mailto:asstexecsec@chilmarkma.gov)> wrote:

Hi Tim



Jim Malkin received the report this morning and has asked me to make copies for you, Bill and Warren and to scan the original for you to post into the next Select Board meeting agenda to be posted **as correspondence** on Friday by 5:00 PM. I have report for you at my desk. –Dilly

Receptionist

Office of the Selectmen

Chilmark Town Hall

P: (508) 645-2100 ext. 0

F: (508) 645-2110

E: [asstexecsec@chilmarkma.gov](mailto:asstexecsec@chilmarkma.gov)

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.

Ok. I can say a few words.

Sent from my iPhone

On Aug 24, 2021, at 9:16 AM, James Malkin <[jimmalkin@gmail.com](mailto:jimmalkin@gmail.com)> wrote:

I think we need to note that we haven't received it and state something like Jeff's situation as the reason. I have been chased by both local papers on the report and Channel 7 Boston - we need to say something. Perhaps you, Warren, might mention why it won't be presented?

JMM

[jimmalkin@gmail.com](mailto:jimmalkin@gmail.com)

617 416 2984

Getting older is no problem, you just have to live long enough.

On Aug 24, 2021, at 08:20, Warren Doty <[warrenmdoty@gmail.com](mailto:warrenmdoty@gmail.com)> wrote:

We are not receiving a report today from the Chilmark Town Affairs Council. Jeff Herman's mother suddenly died from Covid on Monday. He rushed to Long Island to be with her but he did not make it on time. The committee received a very last minute email from Saskia Vanderhoop that made some think the report should be amended. They are still working on the final wording of their report. I think we should remove this item from tonight's agenda. Warren

So sad to hear about Jeff's mom.

Tim Carroll

Town Administrator & EMD  
508-645-2101 office  
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First and 3<sup>rd</sup> Tuesdays so September 7<sup>th</sup> with agenda to be posted Sept 3<sup>rd</sup> ☺

**From:** Tim Carroll [<mailto:townadministrator@chilmarkma.gov>]  
**Sent:** Thursday, August 26, 2021 4:11 PM  
**To:** Dilly DeBlase <[asstexecsec@chilmarkma.gov](mailto:asstexecsec@chilmarkma.gov)>  
**Subject:** Re: CTAC report

Thank you. When is the next meeting?

Tim Carroll  
Town Administrator & EMD  
508-645-2101 office  
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I approve these expenses. Warren

**From:** Tim Carroll <[townadministrator@chilmarkma.gov](mailto:townadministrator@chilmarkma.gov)>

**Date:** Tuesday, August 24, 2021 at 9:23 AM

**To:** Warren Doty <[warrenmdoty@gmail.com](mailto:warrenmdoty@gmail.com)>

**Subject:** Re: CTAC Report

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Hi All,

Sorry had some technical difficulties on my zoom account. Here is a new zoom link for the meeting. MV Mediation is inviting you to a scheduled Zoom meeting.

Topic: New CTAC Zoom Special Meeting  
Time: Aug 12, 2021 09:00 AM Eastern Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/81188478066?pwd=bU5oYXZvU0o4NnFJOWN6akxmNWZhNZz09>

Meeting ID: 811 8847 8066

Passcode: 166900

One tap mobile

+13017158592,,81188478066#,,,\*,166900# US (Washington DC)

+13126266799,,81188478066#,,,\*,166900# US (Chicago)

Dial by your location

+1 301 715 8592 US (Washington DC)

+1 312 626 6799 US (Chicago)

+1 929 205 6099 US (New York)

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

+1 669 900 6833 US (San Jose)

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Find your local number: <https://us02web.zoom.us/j/81188478066?pwd=bU5oYXZvU0o4NnFJOWN6akxmNWZhNZz09>

Sent: Mon, May 25, 2020 10:07 am  
Subject: CTAC Summer 2020 Proposal

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Jeff, Betty, Nancy Grundman, and I have worked at the request of the Selectman to create a proposal about what a re-opening of the adult tennis program would look like this summer. We are sharing this with you now, in advance of sending it to the Chilmark Selectman this evening prior to their meeting tomorrow at 5pm.

I hope this finds you all well.

Sincerely,  
Alexandra

It looks good to me... thank you for doing it! Xx Julie c

> On May 25, 2020, at 10:06 AM, Alexandra London-Thompson <[londonthompson@gmail.com](mailto:londonthompson@gmail.com)> wrote:  
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> Sincerely,  
> Alexandra  
> <CTAC Tennis 2020 Proposal.docx>

Thank you for this thoughtful and thorough document. Well done.  
-Morgan

> On May 25, 2020, at 10:05 AM, Alexandra London-Thompson <[londonthompson@gmail.com](mailto:londonthompson@gmail.com)> wrote:  
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Thanks for sharing this Alexandra. It seems very thorough and well thought out. Thanks to the committee for doing the heavy lifting on this.

One area that will be problematic is finding tennis partners with these rules. I assume the courts will be quite empty. For example, If family members can only play who are members, then a child visiting for the week is unable to play w his:her parent who is a member. Is there any scope for a member to bring a guest subject to their registration and getting their contact details?

Best.  
Suellen

Sent from my iPhone-please excuse typos

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-----Original Message-----

From: Alexandra London-Thompson <[londonthompson@gmail.com](mailto:londonthompson@gmail.com)>  
To: Betty Frank-Bailey <[bettyfrankbailey@gmail.com](mailto:bettyfrankbailey@gmail.com)>; michaelbailey <[michaelbailey@aol.com](mailto:michaelbailey@aol.com)>; kathiecaretaking <[kathiecaretaking@gmail.com](mailto:kathiecaretaking@gmail.com)>; Nan Doty ([chipocket62@gmail.com](mailto:chipocket62@gmail.com)) <[Chipocket62@gmail.com](mailto:Chipocket62@gmail.com)>; Warren Doty ([warrenmdoty@gmail.com](mailto:warrenmdoty@gmail.com)) <[warrenmdoty@gmail.com](mailto:warrenmdoty@gmail.com)>; Daniel.karnovsky <[Daniel.karnovsky@libertymutual.com](mailto:Daniel.karnovsky@libertymutual.com)>; Sylvia Cohn <[Sylvia.cohn@gmail.com](mailto:Sylvia.cohn@gmail.com)>; Jeffrey N. Herman <[jherman@decisionquest.com](mailto:jherman@decisionquest.com)>; Morganbaker89 <[Morganbaker89@comcast.net](mailto:Morganbaker89@comcast.net)>; Tim Carroll <[execsec@chilmarkma.gov](mailto:execsec@chilmarkma.gov)>; diamondj <[diamondj@uchastings.edu](mailto:diamondj@uchastings.edu)>; Margo <[Margocohen470@gmail.com](mailto:Margocohen470@gmail.com)>; Jane Gollin <[Jane.gollin@icloud.com](mailto:Jane.gollin@icloud.com)>; marcygringlas

<[marcygringlas@gmail.com](mailto:marcygringlas@gmail.com)>; Nancy Grundman <[Ngrundman1@gmail.com](mailto:Ngrundman1@gmail.com)>; Suellen Lazarus <[suellen@mvbookfestival.com](mailto:suellen@mvbookfestival.com)>; Kay Matschullat <[kmatschullat@gmail.com](mailto:kmatschullat@gmail.com)>; Michelle <[Oconnor.michelle@comcast.net](mailto:Oconnor.michelle@comcast.net)>; stephenhpower <[stephenhpower@gmail.com](mailto:stephenhpower@gmail.com)>; russellcris <[russellcris@gmail.com](mailto:russellcris@gmail.com)>; Julie <[onceaweekjulie@gmail.com](mailto:onceaweekjulie@gmail.com)>

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I hope this finds you all well.

Sincerely,  
Alexandra  
To: BOH

In anticipation of your meeting at 5pm on Saturday, if anyone has any questions regarding the CTAC proposal which you all now have received, please feel free to reach out to Alexandra or myself via email and we will do our best to answer them. Thank you for your attention.

Jeff Herman

Sent from my iPhone

On May 26, 2020, at 6:00 PM, Tim Carroll <[townadministrator@chilmarkma.gov](mailto:townadministrator@chilmarkma.gov)> wrote:

For Saturday at 5:00 PM BOH meeting

On Mon, 25 May 2020 14:17:30 -0500, "Jeffrey N. Herman" <[jherman@decisionquest.com](mailto:jherman@decisionquest.com)> wrote:

To: The Selectmen of the Town of Chilmark

Gentlemen, please find attached the proposal of the CTAC to run an adult tennis program at the CCC this summer. I understand from Alexandra that this topic will be on the Agenda of tomorrow's Selectmens' Meeting. We thought it would be helpful to get you our proposal in advance of the meeting. Sasha and I plan to attend the zoom meeting and to be available to explain generally our approach and to answer any questions if you think that would be helpful.

I had intended to cc the Board of Health but did not have an appropriate email for them. I trust you will circulate this to them and to any other interested parties. We look



forward to hearing your reactions and to working together to be able to offer tennis to the up Island community this summer in a safe and responsible way.

Jeff Herman  
President, CTAC  
<ATT00005.html>  
<CTAC Tennis 2020 Proposal.pdf>  
To: Chilmark Board if Selectmen

Gentlemen, thank you for your support in permitting the Town Affairs Counsel to move forward with our Tennis Program for this extra-ordinary summer. We appreciate both your time and attention.

As we move ahead with our implementation plans for a start date of June 13, please be assured that we are committed to running our program in a safe and responsible manner. If there are any questions that arise, do not hesitate to reach out to me directly. Again, thank you for permitting us to offer the community the opportunity to enjoy tennis at the CCC this summer.

Sincerely, Jeff Herman  
President, CTAC

Sent from my iPhone

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Warren, Bill and Jim - I received word yesterday from Alexandra that the Selectmen had given remission for us to begin our Kids' Tennis Program next Monday June 29, with a formal approval to be given at your June 30 Selectmen's Meeting. On behalf of the CTAC, I wanted to thank you for your support and for allowing us to be able to roll out the kids' program as quickly as we had hoped.

As always, please do not hesitate to reach out to me if any questions or concerns arise, or if you would simply like me to report back to you on the status of the tennis programs any time this summer.

Best regards,

Jeff Herman  
President, CTAC

Sent from my iPhone

On Jun 18, 2020, at 6:23 PM, Warren Doty <[warrenmdoty@gmail.com](mailto:warrenmdoty@gmail.com)> wrote:

Let's see if we can advance this program before our meeting on June 30. They want to begin on June 29. Can we just say yes by email and then have a formal vote on June 30?

Sent from my iPhone

On Jun 18, 2020, at 9:04 AM, Tim Carroll <[townadministrator@chilmarkma.gov](mailto:townadministrator@chilmarkma.gov)> wrote:

Next meeting is June 30

Tim Carroll  
Town Administrator & EMD  
508-645-2101 office  
508-627-0034 mobile

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Thank you!  
Sasha

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Sent from my iPhone

<CTAC 2020 Youth Tennis Proposal.docx>

Warren, Bill and Jim - I received word yesterday from Alexandra that the Selectmen had given remission for us to begin our Kids' Tennis Program next Monday June 29, with a formal approval to be given at your June 30 Selectmen's Meeting. On behalf of the CTAC, I wanted to thank you for your support and for allowing us to be able to roll out the kids' program as quickly as we had hoped.

As always, please do not hesitate to reach out to me if any questions or concerns arise, or if you would simply like me to report back to you on the status of the tennis programs any time this summer.

Best regards,

Jeff Herman  
President, CTAC

Sent from my iPhone

On Jun 18, 2020, at 6:23 PM, Warren Doty <[warrenmdoty@gmail.com](mailto:warrenmdoty@gmail.com)> wrote:

Let's see if we can advance this program before our meeting on June 30. They want to begin on June 29. Can we just say yes by email and then have a formal vote on June 30?

Sent from my iPhone

On Jun 18, 2020, at 9:04 AM, Tim Carroll <[townadministrator@chilmarkma.gov](mailto:townadministrator@chilmarkma.gov)> wrote:

Next meeting is june 30

Tim Carroll  
Town Administrator & EMD  
508-645-2101 office  
508-627-0034 mobile

On Jun 18, 2020, at 8:54 AM, Alexandra London-Thompson <[londonthompson@gmail.com](mailto:londonthompson@gmail.com)> wrote:

Good morning,

Please find attached the proposal of CTAC to add youth tennis to the existing successful adult program.

Tim, we would like to request to be on the agenda for Tuesday.

If there are any questions, please do not hesitate to reach out.

Sincerely,  
Alexandra London-Thompson  
Executive Director, CCC

PS Marina, would you please forward this proposal to the Board of Health (I've already included Jan, as I had her email).

On Mon, May 25, 2020 at 3:17 PM Jeffrey N. Herman <[jherman@decisionquest.com](mailto:jherman@decisionquest.com)> wrote:

To: The Selectmen of the Town of Chilmark

Gentlemen, please find attached the proposal of the CTAC to run an adult tennis program at the CCC this summer. I understand from Alexandra that this topic will be on the Agenda of tomorrow's Selectmens' Meeting. We thought it would be helpful to get you our proposal in advance of the meeting. Sasha and I plan to attend the zoom meeting and to be available to explain generally our approach and to answer any questions if you think that would be helpful.

I had intended to cc the Board of Health but did not have an appropriate email for them. I trust you will circulate this to them and to any other interested parties. We look forward to hearing your reactions and to working together to be able to offer tennis to the up Island community this summer in a safe and responsible way.

Jeff Herman  
President, CTAC

Sent from my iPhone  
<CTAC 2020 Youth Tennis Proposal.docx>  
Hi Tim,

Thank you for checking the internet last week. We tried a temporary hot spot from the library and it is inconsistent but if we sit on the bench outside the building, the internet seems to work better. There continues to be periods where the internet drops from inside the main building suddenly or slows to 2.9-3.9mbs. This does primarily happen during the 9-12 summer program window but I thought that the signal was supposed to be stronger and more consistent from inside the building. There were multiple times that I wasn't even able to use Speed Test from inside the building. Any thoughts?

Thank you,

Megan

On Fri, Jul 9, 2021 at 1:33 PM Tim Carroll <[townadministrator@chilmarkma.gov](mailto:townadministrator@chilmarkma.gov)> wrote:

Sasha

We tested today. Everything works. Might not be capable of reaching the Art Shack and tents, but the primary system works.

Tim

## Tim Carroll

Town Administrator

Town of Chilmark

508-645-2101 O 508-627-0034 M 508-645-2110 F



**From:** Kevin Nagle <[kevin@educompmv.com](mailto:kevin@educompmv.com)>  
**Sent:** Friday, July 9, 2021 3:52 PM  
**To:** 'Tim Carroll' <[townadministrator@chilmarkma.gov](mailto:townadministrator@chilmarkma.gov)>  
**Cc:** 'Dan Carbon' <[dan@educompmv.com](mailto:dan@educompmv.com)>  
**Subject:** RE: Chilmark Community Center internet

Hi Tim,

Yes I read through that stuff and I think that your response is spot on. The wireless at the CCC was not designed with the intent of delivering Hi Speed wireless to dozens of wireless users spread across the field between the CCC and the Chilmark School. It has been pieced together to address the “desire du jour”, with that said I did check the wireless at the CCC both remotely by checking the uptime and usage on all 3 access points and went up there to measure speed and connection stability. Speed varied widely depending upon where I took the measurement from. For instance I received 96mbps/35mbps just to the right of the front entrance to the CCC (probably from the AP in the front vestibule). Then from inside the middle of the 1<sup>st</sup> tent, got 17.5/32.9mbps. Then from the porch in the rear of the building closest to the BB court got 60/35mbps most likely the rooftop AP). Tennis shack 11.8/15.5 (probably the stage ap). Then out front by the Salvation Army box 95/35mbps (same stage ap). All the while I ran ping tests and never lost a packet which is a huge improvement from when the fiber was acting up. Minor improvements might be able to be accomplished by positioning the stage AP closer to the Tennis shed on the other side of the stage. I have performed firmware updates to all 3 aps over there and they are all back on an accepting connections.

Perhaps the best test is to go there with a laptop though it seems that everyone is using a Smartphone or tablet these days and test the various areas. I use Ookla Speed Test most of the time and that seems to work alright. I noticed that it would take a moment or two for my phone to switch from one AP to the next while moving about and the results are better once the device locks onto the best AP for the location. I am curious about the report by Meghan and webpage access from the nurse’s office. Not sure where that is but I guess that it is inside the CCC near the kitchen? If you really want to improve the wireless at CCC it can be done at considerable expense and time.

Best,

Kevin

Kevin Nagle  
Educomp, Inc.  
4 State Road  
P.O. Box 2462

Vineyard Haven, MA 02568

tel: (508) 693-0803 x.108

fax: (508) 693-6077

**From:** Tim Carroll [<mailto:townadministrator@chilmarkma.gov>]

**Sent:** Thursday, July 08, 2021 5:36 PM

**To:** Suellen Lazarus; Dilly Deblase; [rbunker@chilmarkma.gov](mailto:rbunker@chilmarkma.gov)

**Cc:** Chilmark Community Center; Annie; Dan Carbon ([dan@educompmv.com](mailto:dan@educompmv.com)); Kevin Nagle ([kevin@educompmv.com](mailto:kevin@educompmv.com)); Warren M. Doty ([warrenmdoty@gmail.com](mailto:warrenmdoty@gmail.com)); Nan Doty ([chipocket62@gmail.com](mailto:chipocket62@gmail.com)); James Malkin ([jimmalkin@gmail.com](mailto:jimmalkin@gmail.com)); Bill Rossi ([bill.rossi@compass.com](mailto:bill.rossi@compass.com))

**Subject:** RE: Chilmark Community Center internet

Suellen

Thank you for telling me about the internet at the CCC. That system, as designed and the equipment installed, would not be able to support live streaming multiple authors from the yard in tents.

The CCC has a fiber cable to the town hall. That fiber cable has a managed switch at the CCC that feeds three Wi-Fi Access Points. The first AP was installed in front coat closet where we have the electrical panels. Then one was mounted on the exterior of the stage facing the tennis courts for the use of the Tennis office. The tennis AP has been replaced once since then. Last month we installed a third AP on the gable end of the large room above the kitchen. This was in concert with the school to provide Wi-Fi to the basketball court area and attempting to cover the Art Shack outside area.

The current tents may have connectivity to the Wi-Fi\_\_33 AP, but they were not designed to reach where the tents are located beyond the building towards the library or post office.

Connectivity to the CCC Wi-Fi AP shares the internet at the Town Hall. As our internet has not been "down", the CCC should have been able to access the internet. I will ask our vendor to check the service logs on our network for the CCC switch and connection.

It is possible to test an Access Point (mifi or similar) device from AT&T or Verizon for the Art Shack. I told Meghan that the Library has them to sign out. I cautioned her that the "node" at Beetlebung Corner would be the cellular connection, and that node shrinks its coverage area as more users attempt to connect. So 100 people at the Chilmark store and another 50 at the CCC could cause it to not provide internet access at the CCC from time to time.

However, I spoke to Meghan and she said that besides not having good connectivity in the Art Shack and tents, that she was having occasional problems with refreshing the web page inside the nurses office. I have emailed EduComp and asked them to test the Wi-Fi at the CCC. They are here on site tomorrow and I will see if they can do that Friday.

Again, the book festival could stream a presentation from inside the large room. But multiple streams, and any outside the building, using the Wi-Fi APs would not be reliable. I am sure there is a technical fix.

Please tell me what it was you wanted to do and where. I will consult with our vendor.

# Tim Carroll

Town Administrator

Town of Chilmark

508-645-2101 O 508-627-0034 M 508-645-2110 F

**From:** Suellen Lazarus <[suellen@mvbookfestival.com](mailto:suellen@mvbookfestival.com)>

**Sent:** Thursday, July 8, 2021 3:56 PM

**To:** Tim Carroll <[townadministrator@chilmarkma.gov](mailto:townadministrator@chilmarkma.gov)>; Dilly Deblase  
<[asstexecsec@chilmarkma.gov](mailto:asstexecsec@chilmarkma.gov)>; [rbunker@chilmarkma.gov](mailto:rbunker@chilmarkma.gov)

**Cc:** Chilmark Community Center <[chilmarkcommunitycenter@gmail.com](mailto:chilmarkcommunitycenter@gmail.com)>; Annie  
<[anniet1205@gmail.com](mailto:anniet1205@gmail.com)>

**Subject:** Chilmark Community Center internet

Dear Tim, Rodney and Dilly:

In stopping at the Community Center today I learned that the internet has been quite unreliable and often down. For the Summer Series on August 7 and 8, we have committed to live stream our program. This requires very reliable internet. We also need internet for other things, but especially for live streaming. I am seeking your help in sorting out what is wrong with the system at the Center as soon as possible and make the necessary corrections. I understand that this is a problem for the Center Summer Program each day, too, and for that reason alone there is some urgency to this.

I understand that it might be a problem in the cable line, in which case can we get Comcast to service it? If it is the router and modem, perhaps we need new ones.

Also, for our events on August 7 & 8 and to test our live stream capacity in advance, we will need access to the locked box in the room that houses the modem and router. We require a direct ethernet connection to live stream.

Thanks very much for your attention to this. We very much appreciate it.

Suellen

202-489-7949

[mvbookfestival.com](http://mvbookfestival.com)  
[on Facebook](#)  
[on Instagram](#)

--

Chilmark Community Center  
Address: 520 South Road  
Mailing Address: PO Box 29  
Chilmark, MA 02535  
Phone: 508-560-2622

good timing, eh? sorry to miss staff this morning: SCRAMBLE on test clinic.

From: "Tim Carroll" <[townadministrator@chilmarkma.gov](mailto:townadministrator@chilmarkma.gov)>  
To: "'Matt Poole' ([mpoole@edgartown-ma.us](mailto:mpoole@edgartown-ma.us))" <[mpoole@edgartown-ma.us](mailto:mpoole@edgartown-ma.us)>, "Jan Buhrman ([jan@kitchenporch.com](mailto:jan@kitchenporch.com))" <[jan@kitchenporch.com](mailto:jan@kitchenporch.com)>, "Katie Carroll" <[squidrow@vineyard.net](mailto:squidrow@vineyard.net)>  
Cc: "Marina Lent" <[mlent@chilmarkma.gov](mailto:mlent@chilmarkma.gov)>, "Forrest Filler" <[assthealthinspechilmark@gmail.com](mailto:assthealthinspechilmark@gmail.com)>, "Alexandra London-Thompson" <[londonthompson@gmail.com](mailto:londonthompson@gmail.com)>, "Jeffrey N. Herman" <[jherman@decisionquest.com](mailto:jherman@decisionquest.com)>  
Date: Tue, 26 May 2020 18:00:55 -0400  
Subject: Fwd: CTAC Tennis 2020 Proposal.pdf

For Saturday at 5:00 PM BOH meeting

On Mon, 25 May 2020 14:17:30 -0500, "Jeffrey N. Herman" <[jherman@decisionquest.com](mailto:jherman@decisionquest.com)> wrote:

To: The Selectmen of the Town of Chilmark

Gentlemen, please find attached the proposal of the CTAC to run an adult tennis program at the CCC this summer. I understand from Alexandra that this topic will be on the Agenda of tomorrow's Selectmens' Meeting. We thought it would be helpful to get you our proposal in advance of the meeting. Sasha and I plan to attend the zoom meeting and to be available to explain generally our approach and to answer any questions if you think that would be helpful.

I had intended to cc the Board of Health but did not have an appropriate email for them. I trust you will circulate this to them and to any other interested parties. We look forward to hearing your reactions and to working together to be able to offer tennis to the up Island community this summer in a safe and responsible way.

Jeff Herman  
President, CTAC

I think we said we do not need to formally vote on it, since we have already reviewed in great detail their opening proposal, and this continues along very similar lines. However, I have forwarded it to BOH for comment and will cc them on this response in case they have some input they would like to make either here directly or at the BOS meeting on Tuesday.

Marina

From: "Tim Carroll" <[townadministrator@chilmarkma.gov](mailto:townadministrator@chilmarkma.gov)>  
To: "Matt Poole" <[mpoole@edgartown-ma.us](mailto:mpoole@edgartown-ma.us)>, "Katie Carroll" <[squidrow@vineyard.net](mailto:squidrow@vineyard.net)>, "Jan Buhrman" <[jan@kitchenporch.com](mailto:jan@kitchenporch.com)>, <[mlent@chilmarkma.gov](mailto:mlent@chilmarkma.gov)>  
Date: Fri, 19 Jun 2020 09:34:21 -0400  
Subject: Fwd: CTAC Youth Tennis 2020 Proposal.pdf

Marina

Does the boh have an opinion on the youth tennis proposal and does the boh need to approve for them to start on june 29?

Tim Carroll  
Town Administrator & EMD  
508-645-2101 office  
508-627-0034 mobile

Begin forwarded message:

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**Date:** June 18, 2020 at 6:23:28 PM EDT  
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**Cc:** Alexandra London-Thompson <[londonthompson@gmail.com](mailto:londonthompson@gmail.com)>, "jimmalkin@gmail.com" <[jimmalkin@gmail.com](mailto:jimmalkin@gmail.com)>, Tim Carroll <[EXECSEC@CHILMARKMA.GOV](mailto:EXECSEC@CHILMARKMA.GOV)>, "bill.rossi@compass.com" <[bill.rossi@compass.com](mailto:bill.rossi@compass.com)>, Marina Lent <[boh@chilmarkma.gov](mailto:boh@chilmarkma.gov)>, Jan Buhrman <[jan@kitchenporch.com](mailto:jan@kitchenporch.com)>, Betty FrankBailey <[bettyfrankbailey@gmail.com](mailto:bettyfrankbailey@gmail.com)>, Nancy Grundman <[ngrundman1@gmail.com](mailto:ngrundman1@gmail.com)>, "Jeffrey N. Herman" <[jherman@decisionquest.com](mailto:jherman@decisionquest.com)>  
**Subject: Re: CTAC Youth Tennis 2020 Proposal.pdf**

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Jeff Herman  
President, CTAC

Sent from my iPhone  
<CTAC 2020 Youth Tennis Proposal.docx>  
Thank you, Marina!  
Sasha

On Sat, Jun 20, 2020 at 3:51 PM Marina Lent <[mlent@chilmarkma.gov](mailto:mlent@chilmarkma.gov)> wrote:  
BOH ok with proposal. zoom zoom on Tuesday

From: Katie Carroll <[squidrow@vineyard.net](mailto:squidrow@vineyard.net)>  
To:  
Cc: Marina Lent <[mlent@chilmarkma.gov](mailto:mlent@chilmarkma.gov)>, Matt Poole <[mpoole@edgartown-ma.us](mailto:mpoole@edgartown-ma.us)>, Jan Buhrman <[jan@kitchenporch.com](mailto:jan@kitchenporch.com)>  
Date: Fri, 19 Jun 2020 17:29:58 -0400  
Subject: Re: CTAC Youth Tennis 2020 Proposal.pdf

I'm ok with the proposal.  
As always, a stipulation should be in the plan to "reel things back in" should issues arise.

Sent from my iPhone with random autocorrects that may inadvertently change the meaning of the content □□♀□

On Jun 19, 2020, at 11:47 AM, Tim Carroll <[townadministrator@chilmarkma.gov](mailto:townadministrator@chilmarkma.gov)> wrote:

Thank you. I will stand by.

Tim Carroll  
Town Administrator & EMD  
508-645-2101 office  
508-627-0034 mobile

On Jun 19, 2020, at 11:00 AM, Marina Lent <[mlent@chilmarkma.gov](mailto:mlent@chilmarkma.gov)> wrote:

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Jeff Herman  
President, CTAC

Sent from my iPhone  
<CTAC 2020 Youth Tennis Proposal.docx>

Good evening,



Here is slightly updated proposal.

After meeting with the Board of Health on Saturday, we were asked to make it more explicitly clear that only one employee would be allowed in the Tennis Building at a time. Consequently, we have added the following to the Staffing section:

Tim,

Attached are certificates of insurance for CTAC's worker's comp, general liability, umbrella policy, and accident insurance for this summer with Town of Chilmark listed as an additional insured. If you have any questions, please let me know.

Thanks,

Betty Frank-Bailey

Tim,

Attached are certificates of insurance for CTAC's worker's comp, general liability, umbrella policy, and accident insurance for this summer with Town of Chilmark listed as an additional insured. If you have any questions, please let me know.

Thanks,

Betty Frank-Bailey

Tim,

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Thanks,

Betty Frank-Bailey



# CHILMARK POLICE DEPARTMENT CHILMARK, MA

INCIDENT # / REPORT #  
20200000609 / 1

OFFICER  
SLAVIN, S

RANK  
SGT

REVIEW STATUS  
COMPLETED

## INCIDENT #20200000609 DATA

As Of 09/03/2021 09:43:20

### BASIC INFORMATION

CASE TITLE  
COMMUNITY CTR VANDALISM

LOCATION  
520 SOUTH RD

APP/UNIT #

DATE/TIME REPORTED  
07/04/2020 10:32:29

DATE/TIME OCCURRED  
On or about 07/04/2020 10:32

INCIDENT TYPE(S)/OFFENSE(S)  
(266/127/C)DESTRUCTION OF PROP -\$2000, MALICIOUS C 266 S127

### PERSONS

ROLE	NAME	SEX	RACE
REPORTING PERSON	LONDON-THOMPSON, ALEXANDRA H		
VICTIM	CHILMARK TOWN OF,	UNKNOWN	UNKNOWN
OTHER	[REDACTED]	MALE	WHITE

[ NO OFFENDERS ]

[ NO VEHICLES ]

### PROPERTY

CLASS	DESCRIPTION	MAKE	MODEL	SERIAL #	VALUE
OTHER	SNOW FENCING				20

## OFFICER REPORT: 20200000609 - 1 / SLAVIN, S ( )

DATE/TIME OF REPORT  
07/04/2020 14:14:50

TYPE OF REPORT  
INCIDENT

REVIEW STATUS  
COMPLETED

### NARRATIVE

On Saturday July 4, 2020 Alexandra London-Thomson reported some minor vandalism at the Chilmark Community Center. Sometime between



July 3 at 7:00 PM and July 4 at 7:00 AM someone damaged some snow fencing and staking bending the stake over. The fencing is surrounding the basketball court. There was also a child's tennis racquet that had been left on the property that had been damaged. Some signage blocking people from sitting on benches was also ripped down. There was a Trump -Make America Great Again bumper sticker left on one of the benches. London-Thompson sent me pictures of the damage.

London-Thompson said the amount of damage was not that substantial but wanted to report it in case other properties may have been vandalized. She specifically wondered about the Chilmark School because it is so close and has similar signage and restrictions. I checked the playground at the Chilmark School and did not see any vandalism.

**OFFICER SIGNATURES**

Reporting Officer:	_____	Date:	_____
	SLAVIN, S		
Approving Officer:	_____	Date:	_____
	KLAREN, J		





# CHILMARK POLICE DEPARTMENT CHILMARK, MA

INCIDENT # / REPORT #

2020000609 / 2

OFFICER

SLAVIN, S

RANK

SGT

REVIEW STATUS

APPROVED

## INCIDENT #2020000609 DATA

As Of 09/03/2021 09:43:20

## BASIC INFORMATION

## CASE TITLE

COMMUNITY CTR VANDALISM

## LOCATION

520 SOUTH RD

## APT/UNIT #

## DATE/TIME REPORTED

07/04/2020 10:32:29

## DATE/TIME OCCURRED

On or about 07/04/2020 10:32

## INCIDENT TYPE(S)/OFFENSE(S)

(266/127/C)DESTRUCTION OF PROP -\$1200, MALICIOUS C 266 S127

## PERSONS

## ROLE

REPORTING PERSON

## NAME

LONDON THOMPSON, ALEXANDRA H

## SEX

## RACE

## VICTIM

CHILMARK TOWN OF,

UNKNOWN

UNKNOWN

## OTHER

[REDACTED]

MALE

WHITE

[ NO OFFENDERS ]

[ NO VEHICLES ]

## PROPERTY

## CLASS

OTHER

## DESCRIPTION

SNOW FENCING

## MAKE

## MODEL

## SERIAL #

## VALUE

20

## OFFICER REPORT: 2020000609 - 2 / SLAVIN, S ( )

## DATE/TIME OF REPORT

07/18/2020 14:35:32

## TYPE OF REPORT

SUPPLEMENT

## REVIEW STATUS

APPROVED

## NARRATIVE

On Friday July 17, 2020 I contacted [REDACTED] in regards to his name showing up in some graffiti at the Chilmark Community Center. Patton



stated that he has been playing tennis at the Community Center recently and someone had told him that his name had been written on the jungle gym on the playground. I asked if [REDACTED] would come to the Chilmark Police Station to discuss.

[REDACTED] and his mother, [REDACTED], came to the Chilmark Police station and we decided to go to the Community Center to view the vandalism. Once at the Community Center we observed several magic marker writings that included the name [REDACTED]. There was some mentions of Trump 2020 in the graffiti as well as a scribbled "N" word. [REDACTED] stated that he was playing tennis with [REDACTED] who told him that his name was scribbled in some graffiti on the playground. [REDACTED] stated he looked at some of it but couldn't understand who would have written his name there. [REDACTED] did not see or wasn't able to read the "N" word scribble or some of the other words.

I knew that [REDACTED] had worked at the Community Center in the past and asked under what circumstances he left. [REDACTED] stated that he had worked as a tennis coach back in 2016 or 2017. [REDACTED] stated towards the end of the summer the tennis camp was having a "Old School" day where everyone wears white tennis attire. The same day the CCC camp was having their end of summer day where they make a concoction of "goop" to throw around at each other. [REDACTED] stated that one of the campers had thrown the "goop" on him soiling his white uniform. [REDACTED] stated that he chased the camper muttering that he was 'literally going to kill him'. [REDACTED] stated that he was obviously not serious about the threat but was just annoyed the camper had thrown the "goop" on him. [REDACTED] stated that the camper's parents then heard the story and had wanted some punishment for [REDACTED] for saying something inappropriate. [REDACTED] stated that it was so close to the end of the summer that he just decided to resign from the position. [REDACTED] stated this is the only motivation he could think of for someone writing his name on the playground but acknowledged it was 3-4 years ago. [REDACTED] did say that he has not been hanging around the CCC center the past few years but was getting bored due to COVID-19 and decided to start playing tennis at the courts. [REDACTED] said that possibly being seen around the CCC brought back some old hard feeling. [REDACTED] stated that the camper that had through the "goop" on him was [REDACTED].  
Matter still under investigation.

**OFFICER SIGNATURES**

Reporting Officer:	_____	Date:	_____
	SLAVIN, S		
Approving Officer:	_____	Date:	_____
	KLAREN, J		







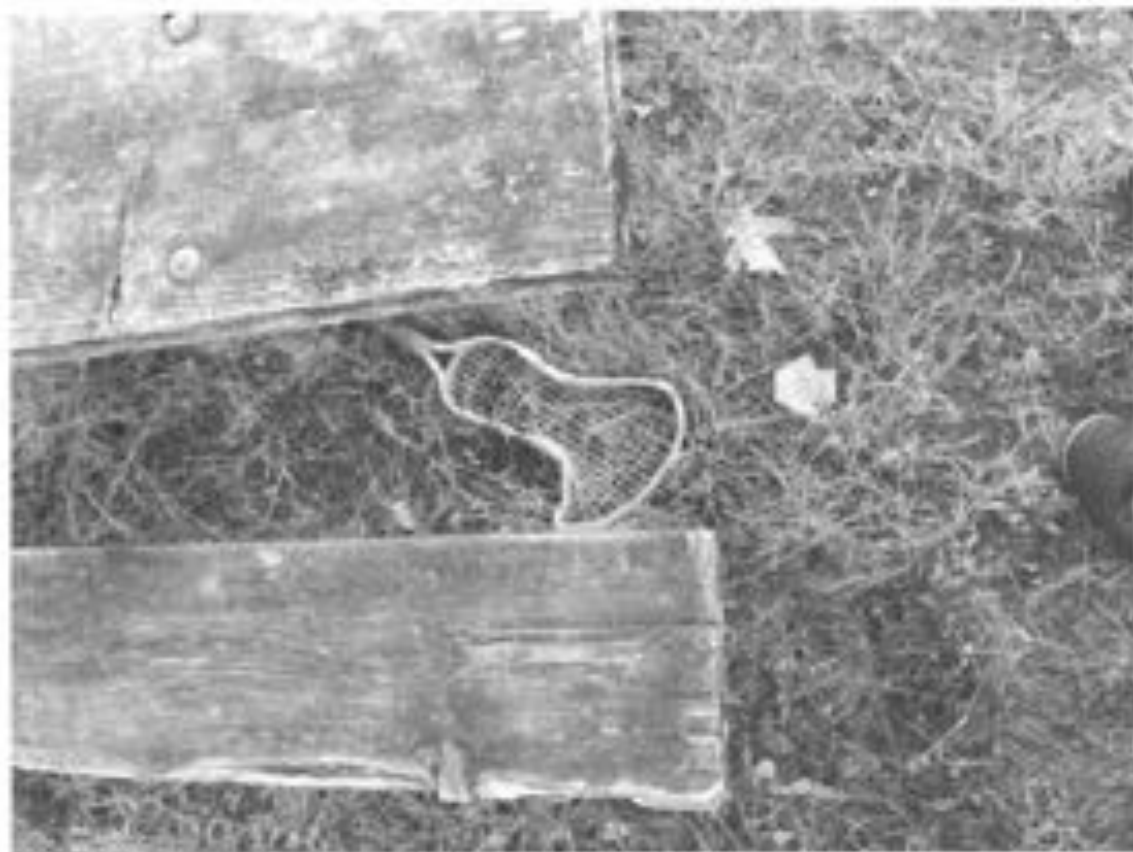


**CHILMARK POLICE DEPARTMENT  
CHILMARK, MA**

Incident Report 2020000609



#1 07/04/2020 14:33:00 SLAVIN, S



#2 07/04/2020 14:34:00 SLAYIN, S



#3 07/04/2020 14:38:00 SLAYIN, S



84 09/03/2021 09:23:00 SLAVIN, S



#5 09/03/2021 09:28:00 SLAYIN, S





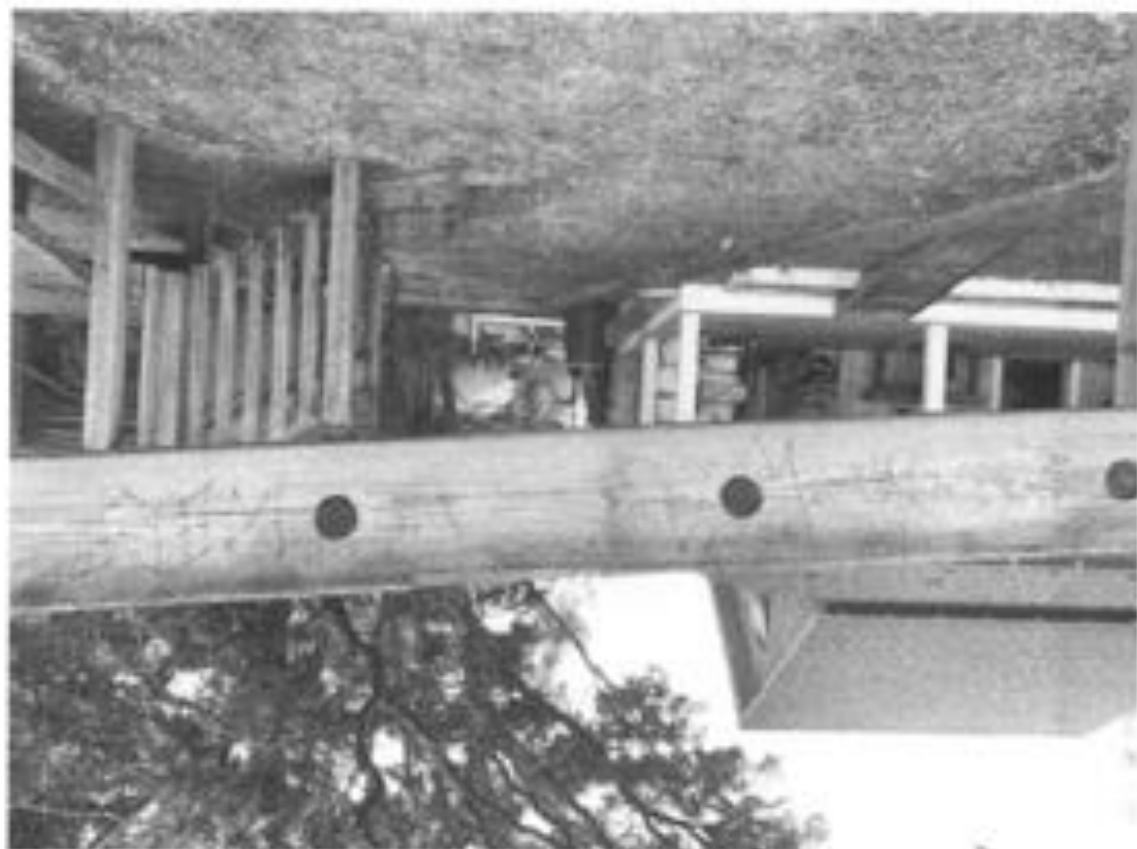
09-03-2021 09:25:00 SLAVIN, S



#7 09/03/2021 09:26:00 SLAYIN, S



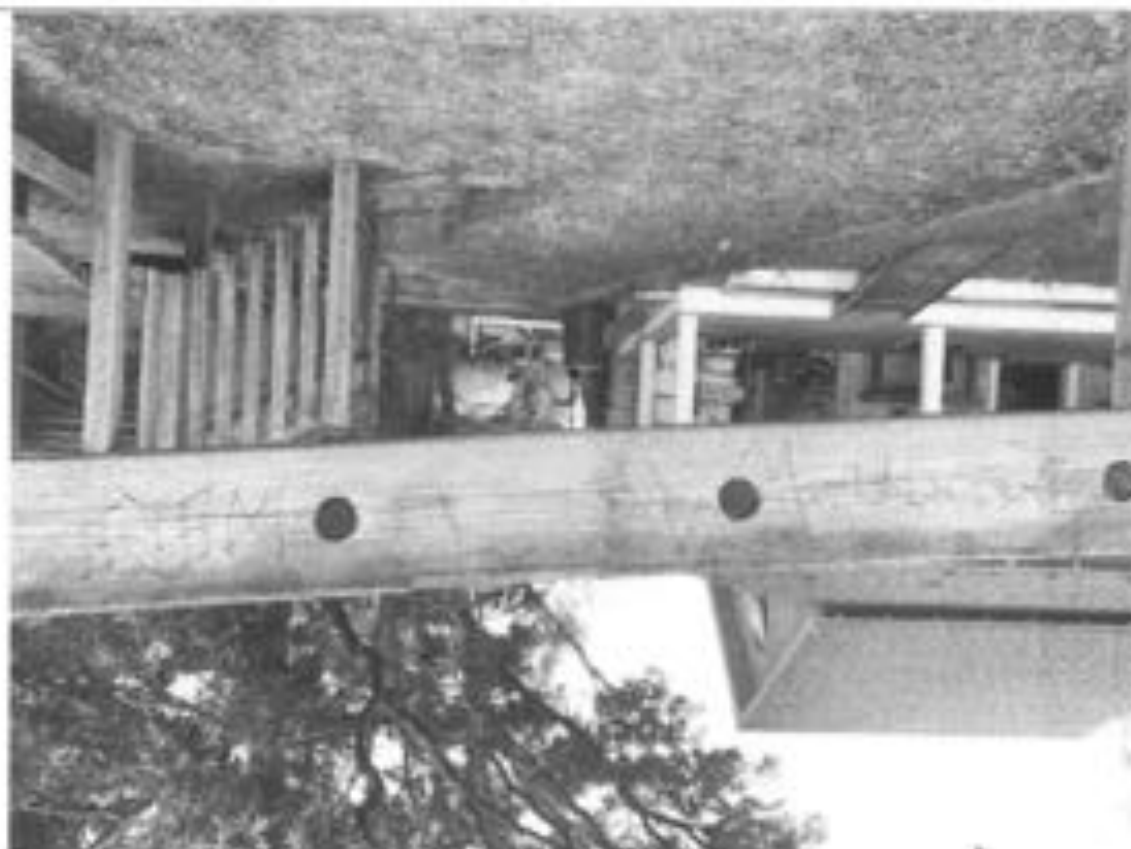
#8 09/03/2021 09:28:00 SLAVIN, S



#9 08/03/2021 08:27:00 BLAVIN, S



#11 09/03/2021 09:27:00 SLA/KBL, S



#120863/2021 00:44:00 SLAVIN, S




**CHILMARK POLICE DEPARTMENT  
CHILMARK, MA**
**INCIDENT # / REPORT #**  
2021000837 / 1

**OFFICER**  
SLAVIN, S

**RANK**  
SRT

**REVIEW STATUS**  
APPROVED

8/5/2021 1:04 PM

**INCIDENT #2021000837 DATA**

As Of 08/05/2021 11:09:54

**BASIC INFORMATION**

<b>CASE TITLE</b>	<b>LOCATION</b>	<b>API/UNIT #</b>
CCC ABB [REDACTED]	520 SOUTH RD	
<b>DATE/TIME REPORTED</b>	<b>DATE/TIME OCCURRED</b>	
07/31/2021 11:32:03	On or about 07/31/2021 11:33	
<b>INCIDENT TYPE (SI/OFFENSE(S))</b>		
0765/13A/BIAAB c065 N13A		

**PERSONS**

ROLE	NAME	SEX	RACE
PARENT	[REDACTED]	FEMALE	
VICTIM	[REDACTED]	MALE	BLACK
REPORTING PERSON	[REDACTED]		

[ NO OFFENDERS ]

[ NO VEHICLES ]

[ NO PROPERTY ]

**OFFICER REPORT: 2021000837 - 1 / SLAVIN, S ( )**

<b>DATE/TIME OF REPORT</b>	<b>TYPE OF REPORT</b>	<b>REVIEW STATUS</b>
07/31/2021 14:37:07	INCIDENT	APPROVED

**NARRATIVE**

On Saturday July 31, 2021 at approximately 10:15 AM [REDACTED] and [REDACTED] came to the station to report an incident that had occurred at the Chilmark Community Center (CCC) on Thursday July 29, 2021. [REDACTED] stated that her 8 year old grandson [REDACTED] (JUVI) is visiting her this summer. [REDACTED] stated that her grandson has been attending the CCC



camp.

On Thursday July 29, 2021 in between 10:15 and 10:45 AM Juv1 reported that he was under the big tents finishing up an activity. Juv1 reportedly moved to the front of one of the tents closer to the library. Juv1 reported that two boys one named [REDACTED] the other [REDACTED] (in the 8-9 year old range) grabbed him from behind and then took a strap from the tent pole and wrapped it around his neck, in his mouth and around the pole. Juv1 reported that he was unable to free himself for a short time but eventually was able to get the strap off his neck and mouth. Juv1 then told one of his counselors who informed CCC camp director Megan Bailey.

[REDACTED] told me that Bailey notified [REDACTED] Juv1's Mom who is in Chicago. [REDACTED] in turn notified [REDACTED] before she headed to CCC to pick up Juv1. Bailey explained that they had put ice on Juv1 neck and there was a mark from the rope. I asked if they had taken a picture of the mark and she stated they had. I later requested a photo of the injury from [REDACTED] via email (which is attached). Bailey also stated that the parents of the other children involved were notified.

[REDACTED], Juv1's uncle, explained that there discussion of a game being played portrayed as "cops and robbers" where children would chase other children around and put them in jail, then break out etc. [REDACTED] stated that this was not part of this game as far as he knew. The children had been told to stop playing the "cops and robbers" game previously.

One of the counselors explained to [REDACTED] that the boy [REDACTED] is kind of a bully and hard to control. [REDACTED] also reported that Juv1 told her that [REDACTED] had been calling him names earlier in the week. The names included Rat and Stinky [REDACTED]. After the incident Juv1 did not want to return to camp on Friday and took his name off the waiting list for the following week. [REDACTED] also reported that on Wednesday July 28, 2021 she was at Lucy Vincent Beach with Juv1. [REDACTED] was at the beach and called for him to go up the path towards the pond and behind the cliff. [REDACTED] never takes her eyes off Juv1 and saw them get into some type of verbal spat and then [REDACTED] kicked Juv1 and he then kicked back. Juv1 left the area but [REDACTED] continued to verbally harass him. Whenever [REDACTED] would go over to try to tell [REDACTED] to stop he would run away. [REDACTED] and [REDACTED] have been unsatisfied with the response from the CCC and there lack of management protocols, reporting procedures, documentation of who talked to children and staff etc. I then called [REDACTED] Juv1, mother to see what she would like from the Chilmark Police Department. [REDACTED] again was frustrated with the

lack of communication and not being able to know who the families of the other children are, the lack of a process for dealing with these type of situations. I told [REDACTED] I would reach out to CCC staff to try to facilitate a response.

I spoke to Jeffrey Herman who is President of Town Affairs Council who stated that they are taking the matter very seriously. Herman stated that he had a lengthy phone conversation with [REDACTED] Friday July 30, 2021.

Herman also stated that he was going to a meeting with CCC staff at 1:00 today 7/31/2021 to conduct a fact finding mission as to the particulars of the incident. Herman assured me that after the facts were gathered and the CCC had a chance to assess the situation he would be in touch with [REDACTED].

I contacted [REDACTED] and let her know that a meeting was currently in session regarding the incident and she should be hearing from Herman in the near future.

Waiting to hear from Herman for an update from the meeting.

On Sunday August 1, 2021 10:41 AM I received a call from Jeffrey Herman at my home for the update of yesterday's meeting. Herman stated that the meeting was productive and they have a plan going forward. Herman stated that the general facts of the incident are not in dispute: that two boys did tie Juv1 to a post of the tent with the straps that hang down from the posts, none of the staff observed the actual incident but once Juv1 freed himself of the straps he notified his counselor.

Herman advised that he has prepared a draft letter that he plans to share with Juv1's parents this afternoon and get their feedback. Once the [REDACTED] approve of the letter it will be sent out to the entire CCC Camp Community. Herman further stated that there is a meeting tonight with the board of the CCC to further discuss the incident going forward. The entire CCC Camp staff will be appraised of the situation tomorrow morning.

Herman noted that Bill Rossi was notified of the incident as well. Herman stated he has to go to California on business tomorrow and if he can't be reached Betty Bailey of the CCC can be reached at [REDACTED]

**OFFICER SIGNATURES**

Reporting Officer:

SLAVIN, S

Date:

Approving Officer:

KLAREN, J

Date:



**CHILMARK POLICE DEPARTMENT  
CHILMARK, MA**

Incident Report 2021000837



PT 07/31/2021 16:32:00 BLAVIN, S



**Memorandum of Understanding Between The Town of Chilmark  
and The Chilmark Town Affairs Council**

The purpose of this document is to memorialize a series of guidelines and mutual understandings between the Town Of Chilmark (hereafter referred to as the "Town, acting through its Board of Selectmen") and the Chilmark Town Affairs Council Inc. (hereafter referred to as "CTAC") with respect to the roles and responsibilities each entity has in the management, operation and maintenance of the Chilmark Community Center (hereafter referred to as the "CCC"). CTAC will collaborate with the Board of Selectmen (hereafter referred to as B.O.S.), the Chilmark Community Center Advisory Committee (hereafter referred to as the CCCAC) and the CCC Summer Program Committee (hereafter referred to as the SPC) with respect to the matters contained in this memorandum. This Memorandum of Understanding (hereafter referred to as the MOU) may be amended as appropriate and its Appendices shall address specific concerns.

- CTAC and SPC will assume control over and responsibility for the CCC to operate a Summer Program each year. The dates of the program will generally be from the end of June to the third week of August. Specific dates, which may vary year to year, will be established annually no later than April 15th, and conveyed to the B.O.S and CCCAC at that time.
- Prior to the opening of the CCC Summer Program each year, CTAC will furnish evidence of all appropriate insurance coverage for the Summer Program.
- Any changes to the CCC summer program or events that may significantly impact the operation of the Town (parking, roadways, etc.) or that require decisions by the B.O.S. must be presented to the Town no later than May 15th of each year. Additionally, any proposed use of the CCC by external groups that occurs outside the operation of the traditional program, (Chilmark Road Race, Martha's Vineyard Film Festival, The Martha's Vineyard Chamber Music Society, Martha's Vineyard Book Festival) must be communicated to the B.O.S. In the case of programming with complex operations involving trucks, tents, vendors, significant parking, etc., an annual plan should be submitted for review and approval before each season begins. Final approval for these activities will come from B.O.S. and CTAC. With regard to use of the CCC for any special activities, it is understood that as Chilmark is a dry town, there will be no sale of alcohol at the CCC.
- Specific guidelines for CTAC tennis program outside of the traditional operating hours of the CCC Summer Program have been established. Please see appendix A to this document for a copy of the agreement between CTAC and the tennis Pro who will run this program.

THE CHILMARK TOWN AFFAIRS COUNCIL, INC.



AGREEMENT Re: Off-Season Tennis

AGREEMENT between the Chilmark Town Affairs Council ("CTAC") and Eddie Stahl ("Eddie").

As part of his contract to be the tennis pro for CTAC Summer Program at the Chilmark Community Center ("CCC"), Eddie will have the right to run tennis clinics and give private tennis lessons on the clay tennis courts of the CCC following the end of the Summer Program each August until on or about December 1 and from April 15 until late June of the following year before the Summer Program begins. In exchange for this privilege, Eddie agrees to the terms and conditions set forth in this Agreement.

Eddie will procure and pay for an insurance policy for his use of the clay courts for the relevant times as described above in a form that is acceptable to the Town. The policy will name both himself and the CTAC as insureds.

Eddie will be permitted to use the clay courts, as described herein, provided that the clay courts shall be closed, locked, and remain unused each year from at least December 1 until no earlier than April 15.

Eddie will be responsible for the maintenance of the clay courts through December 1. This will include specifically sweeping and rolling of the courts in the customary manner.

Prior to the closing of the clay courts by December 1, Eddie shall perform the annual breakdown of the courts, including pulling the tape and taking down the nets as previously performed by Cape & Islands. Once the closing of the courts is complete, Eddie shall inform the president of the CTAC as well as the Board of Selectmen to that effect.

At all times prior to December 1 and beginning again on April 15 of the following year, Eddie shall be responsible for weeding inside the clay courts so that they continue to be presentable.

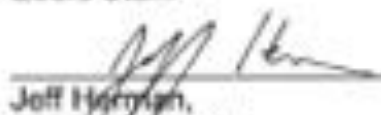
Eddie understands and agrees that it is his responsibility to ensure the orderly appearance of the clay courts, the tennis shack and the adjacent grounds at the completion of each days clinics or lessons. Eddie shall be responsible for locking the clay courts each day at the end of his use of them. Eddie further understands and agrees that it is his responsibility to ensure that the CCC bathrooms are left clean and orderly at the end of each day he uses the clay courts. If any issue arises regarding Eddie's compliance with these obligations, they should be referred to Selectman Bill Rossi, or another liaison to be appointed by the Board of Selectmen.

Each spring, Eddie will be responsible for the re-opening of the clay courts on or after April 15. Upon prompt submission of appropriate invoices, Eddie shall be paid by the CTAC for the labor involved (among other things, putting in lines and nails for tape, putting up the nets) and the cost of materials as documented with copies of purchase receipts. All of the above responsibilities (as applicable) will remain in effect from April 15 through the beginning of the Summer Program at the end of June.

This Agreement shall remain in effect for so long as Eddie continues to act as the tennis pro for the CCC Summer Program.

Agreed to:

  
Eddie Stahl

  
Jeff Herrin,  
President, CTAC

Dated:

6/15/18



- CTAC will work with the B.O.S. to explore the possibility of resurrecting a sailing program as part of the Summer Program.
- The terms of use of the Chilmark School will be agreed to between CTAC and B.O.S. by April 1st of each year. The use of the school traditionally involves only the classroom utilized by the Early Childhood Program and the associated entry way. The early Childhood Program will provide an inventory of all items left in the classroom immediately prior to the beginning of the Summer Program and CTAC will return the classroom and its contents at the end of the program clean and in good repair.
- CTAC will be responsible for routine maintenance costs of the CCC building and grounds that are related to use during the summer program, and agrees to return the facilities clean and in good repair at end of program.
- The B.O.S. will leave the CCC with a full propane tank prior to the opening of the summer program and will pay the tank fee. The CTAC will be responsible for the cost of replenishing what was used during the period of the program. The town will pump out the septic tank prior to the summer program opening date and the CTAC will have the tank pumped before the Road Race. CTAC will also be responsible for the electric bill for July and August.
- CTAC will be responsible for trash removal and lawn maintenance/landscaping during the dates of the summer program. The Town of Chilmark will be responsible during the rest of the year.
- Maintenance of the bathrooms will be the responsibility of CTAC during the summer program. Bathrooms will remain generally open to the public, however this may change during specific events (e.g. Road Race, Book Festival etc.). See Appendix A
- CTAC will be solely responsible for the maintenance and upkeep of the art shack and the tennis building. CTAC will perform maintenance and make capital improvements and routine repairs to these buildings. The B.O.S. will conduct an annual review of these buildings each year in August following the completion of the summer program and recommend any additional repairs to maintain the safety and integrity of the buildings. If the B.O.S. identifies safety issues with these buildings at any point throughout the year, they will be communicated to CTAC so all repairs can be made in a timely manner.
- CTAC will continue to make an annual \$5000 contribution to the CCC Joint Maintenance Fund and will consider from time to time requests from the B.O.S. to help fund specific capital improvements to the CCC.

Following the execution of this MOU, the B.O.S., CTAC and the CCCAC will work collaboratively on the development of a five year plan that will address anticipated or planned capital improvements to the CCC. As part of this process CTAC will advise the B.O.S. whether and to what extent CTAC will agree to help fund proposed future capital improvements and will also discuss the annual voluntary contribution.

- To facilitate communication between all parties the following is agreed:

- o The Executive Director of CTAC will participate in CCCAC meetings as a nonvoting member
- o A member of the CTAC, (to be nominated by its President) will sit on the CCCAC as a non-voting member, unless appointed by the B.O.S.
- o There will be a joint annual operating meeting among all stakeholders (CTAC, CCCAC and B.O.S.), with representation from each. The meeting will be held in early July and the date will be established by April 15th.

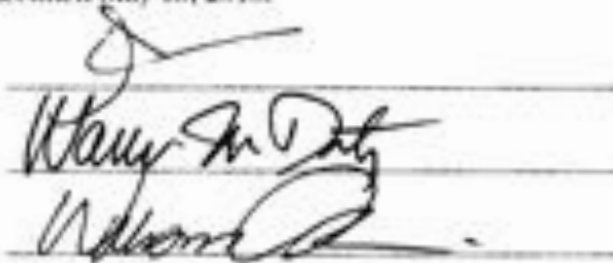
Recommended by the Chilmark Community Center Advisory Committee.

Approved by vote of the Board of Selectmen May 15, 2018.

James Malkin, Chairman

Warren Doty

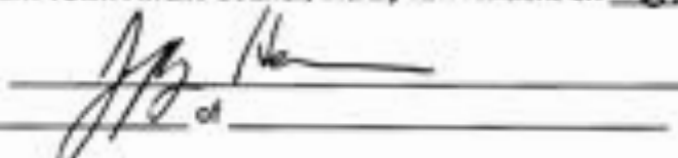
William Rossi



Entered into on behalf of the Chilmark Town Affairs Council, Inc. by its President on 6/5/18

Jeffrey Herman, President CTAC

Witness thereof by \_\_\_\_\_





THE CHILMARK TOWN AFFAIRS COUNCIL, INC.



DRAFT 4/17/2018

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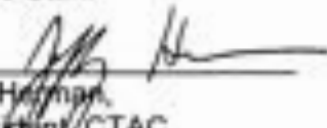
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This Agreement shall remain in effect for so long as Eddie continues to act as the tennis pro for the CCC Summer Program.

Agreed to:

Eddie Stahl

  
Jeff Herman  
President CTAC

Dated:

6/5/18

[Signed & executed copy to follow]

# Covid Protocols for a 2021 Reimagined CCC

This summer, we have reimagined our activities to still fulfill our vision and mission, while also taking important steps towards keeping all of the kids, families, staff, and adults in our care safe.

Our adult activities will largely be run the same as they did last summer. The two noteworthy changes are that we will no longer severely limit our tennis clinics participation, and our exercises will be back inside the big room. Adults will need to remain Tennis Members in order to use the courts this summer. Those participating in exercise classes will be able to pay at the door this summer without first registering online, though they will be asked for a phone number, should contact tracing become necessary.

We are excited to be welcoming our kids back to campus in larger numbers. This summer will be all about safe and fun parallel play activities. Our kids will be in family groups of roughly a dozen children with two designated staff who will guide them through pre-determined schedules so that we can safely spread our groups out around the campus. Each family group will have a designated tent that is their home base. Only one group will be under the tent at a time during snack time and tables and chairs have been rented to keep the kids distanced.

All kids and staff will wear masks at all times regardless of vaccine status (see posted mask policy below). All community members are to alert us if they have had any exposure and are to stay home if they have any symptoms or a fever. Counselors will have thermometers to do morning checks. We have an EMT on staff who will triage the child and call parents as appropriate and will be turning the Art Shack into an infirmary/location to isolate kids until parents can arrive. We've rented porta-potties with handwashing stations to keep the kids from mixing in the bathrooms. We will serve prepackaged food from Cash & Carry, with one counselor picking up their family group's order (so that no kids line up). Our specialist staff (tennis instructors, arts, etc.) will keep their distance from the groups that move through their locations. Athletics will focus on Field Day-style activities and avoid all contact sports. As the kids will always be in their family groups, outdoors, and wearing masks, we should remain in good shape to continue our programming and not need to quarantine a family group, even if a child accidentally comes to camp not realizing that they've had exposure/are asymptotically infected.

## 2021 Mask Policy

We are excited that Covid-19 regulations are relaxing as vaccination rates rise. While the most recent CDC guidelines state that fully vaccinated kids 12 and over don't need to wear masks at summer camps, for the safety of our many young kids who are not yet eligible to be vaccinated and for our immunocompromised patrons, **we ask that everyone wear a mask when on CCC grounds this summer**, with the exception that fully vaccinated adults may remove their mask while playing tennis or participating in an exercise class (please wear your mask to and from the courts/your mat as you did last summer).

**All kids and staff will wear masks this summer, regardless of vaccination status, to keep the rest of the kids safe.**

We expect full compliance with all aspects of this policy.

We sincerely hope to be back to normal for the summer of 2022, with all of our kids and patrons vaccinated. Until then, we thank you for doing everything you can to keep our entire community safe this summer!

# **CHILMARK COMMUNITY CENTER 2019**

## **PROCEDURES FOR THE BACKGROUND REVIEW OF STAFF**

There is an application for returning staff, and a different one for new staff. The Executive Director then interviews all staff. If hired, the staff is CORI checked by our lawyer. The staff also complete 7 work documents, including health and emergency contact forms, as well as tax documents.

## **PROCEDURES FOR REPORTING SUSPECTED CHILD ABUSE OR NEGLECT**

Any suspected neglect or abuse is to be reported immediately to the Executive Director, who will follow up and contact the police or appropriate authorities, if deemed appropriate. The Executive Director is a teacher and is yearly trained in recognizing abuse and neglect, and reporting procedures.

## **HEALTH CARE POLICY**

The CCC asks for the immunization records of all minor staff and all campers. The parents of all campers complete a health authorization form so that the Executive Director may treat children with minor injuries on site, or act as authorizing parent if any major medical treatment is required and the parents cannot be reached.

## **DISCIPLINE POLICY**

Staff is encouraged to redirect behavior before it becomes problematic. If that fails, the appropriate Age Program Director for the child/children in question will address the problem by asking all parties to explain their understanding of what happened, guide them towards recognizing where the situation went wrong, and then asking them how to correct and proceed. If the Age Group Director needs assistance, or the discipline issue is serious, the Executive Director will participate in the questions, mediation, and resolution process.

## **FIRE EVACUATION POLICY**

In the event of a fire, everyone is to leave the affected building by the nearest exit and proceed to the large field. Everyone from every part of campus is to also proceed to the large field and collect with their Age Group Directors for roll call.

The exception is that if the fire is in any of the buildings at the main camp (main building, tennis building, or art shack), Playschool does not need to evacuate. Equally, if the fire is at the school, the main camp will not evacuate (unless the Fire Department or Executive Director deem it necessary).

## **DISASTER PLAN**

In the event of a disaster, as the CCC is the disaster location for the town, we will initially get everyone inside the building. If the problem is at the CCC, the initial evacuation location is the main field, from where a decision will be made about whether to evacuate to Town Hall or the Police Station, depending on the nature of the emergency.

## **LOST CAMPER PLAN**

During camp hours, if a camper is missing, everyone will go to the large field for roll call in their Age Groups (large room of the main building, if raining). Staff will then be deployed to search for the missing camper on our campus, and at neighboring businesses.

After hours, the Executive Director will work with the appropriate Age Group Director, local businesses, parents, the MTA, and the police, if appropriate.

## **LOST SWIMMER PLAN**

The sailing instructors will secure the other students with one instructor, while the other instructors search for the missing swimmer. The instructor with the other students will contact 911, the Coast Guard, and then the CCC so that the latter can contact parents.

## **TRAFFIC CONTROL PLAN**

A senior staff member is positioned in the parking lot during drop off and pick up times Monday to Friday. In and out signs have been placed in the parking lot to help control the flow. For larger events like the Book Festival and Road Race, thorough parking and traffic plans are submitted to the Selectman for approval, and police are hired to work the events.

<b>TITLE</b>	Report and recommendations to EC
<b>FILE NAME</b>	21 09 24 report_Redacted.pdf
<b>DOCUMENT ID</b>	88d5186c43f5545ef691d10ad90a1cf02e5d888b
<b>AUDIT TRAIL DATE FORMAT</b>	MM / DD / YYYY
<b>STATUS</b>	● Completed

## Document History



SENT

**09 / 24 / 2021**

19:04:48 UTC-4

Sent for signature to Arthur D. Hardy-Doubleday (arthurdoubleday@gmail.com), Alex Palmer (palmslate@comcast.net), Marie Araujo (mariearaujo@comcast.net), Joseph Solitto (sare@vineyard.net), Gretchen Underwood (gtu9048@hotmail.com), Joel Weintraub (clusterking@gmail.com) and Toni Kauffman (tkauffman322@gmail.com) from arthur@doubledaylaw.com  
IP: 98.118.60.173



VIEWED

**09 / 24 / 2021**

19:06:51 UTC-4

Viewed by Arthur D. Hardy-Doubleday (arthurdoubleday@gmail.com)  
IP: 98.118.60.173



SIGNED

**09 / 24 / 2021**







19:07:05 UTC-4

Signed by Arthur D. Hardy-Doubleday (arthurdoubleday@gmail.com)  
IP: 98.118.60.173



<b>TITLE</b>	Report and recommendations to EC
<b>FILE NAME</b>	21 09 24 report_Redacted.pdf
<b>DOCUMENT ID</b>	88d5186c43f5545ef691d10ad90a1cf02e5d888b
<b>AUDIT TRAIL DATE FORMAT</b>	MM / DD / YYYY
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<b>TITLE</b>	Report and recommendations to EC
<b>FILE NAME</b>	21 09 24 report_Redacted.pdf
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21:20:32 UTC-4

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