



August 11, 2011

Dave Cota
Town of Carrabassett Valley
1001 Carriage Road
Carrabassett Valley, ME 04947

Dear Dave,

In response to our recent discussions on the use of the Carrabassett Valley Chamber Building for the purposes of Maine Huts & Trails' Guest Services Center, please find below the details of our intended use of the building.

Maine Huts & Trails would like to use the facility as a base of operations for our reservations department, which includes but is not limited to: taking calls, answering guest questions, quoting rates and availability, processing memberships and booking overnight stays in the huts. Secondly, Maine Huts & Trails would also anticipate using the facility as a place for guests and day-hikers using area trails to stop for information and to purchase a map or a few other small souvenirs.

Our hours of operation and number of staff would vary depending on the season due to the fluctuation in call volume. Proposed call center and visitor hours are as follows:

Summer/Fall Season: Monday through Friday, 9:00 AM to 5:00 PM – 1 staff on-site
Call center only Monday through Wednesday.
Open to the public on Thursday and Friday.
Closed Saturday-Sunday.

Winter Season: Monday through Friday, 9:00 AM to 7:00 PM – 1 to 2 staff on-site
Saturday and Sunday, 9:00 AM to 1:00 PM – 1 staff on-site
Call Center only Monday through Thursday.
Open to the public on Friday through Sunday.

Given the limitations of the existing septic system infrastructure, Maine Huts & Trails would agree to limit the use of the restroom at the Chamber Building to only the employees working in the building and prohibit public use. It is our understanding that the portable toilets would remain in place for use by the public. If possible, we'd like to begin using the building in mid-September or by October 1.

On a separate matter, we are interested in having an exploratory discussion with the Town and others about partnering to maintain a year-round presence at the Carrabassett Outdoor Center. Given the recent investments in the lodge and the trails, we feel there may be an opportunity to create a year-round draw of visitors to the area to use the center and we may be interested in playing a key role in making this happen. I look forward to continuing these discussions with you and the Selectmen at a future meeting.

Many thanks for your consideration and please feel free to contact me with any questions.

Sincerely,



Dave Herring
Executive Director

