

BOROUGH OF BLOOMINGDALE



OFFICE OF:
BREEANNA SMITH, RMC/CMR
MUNICIPAL CLERK

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101 HAMBURG TURNPIKE
BLOOMINGDALE, NEW JERSEY 07403

November 24, 2025

Mike Piazerella
opra+request-83524-c5e38596@requests.opramachine.com

RE: OPRA 2025-332 Special Service Charge

Dear Mike Piazerella,

The Borough of Bloomingdale received your Open Public Records Act (OPRA) request on November 18, 2025. After communication to clarify the request, the following was the final OPRA request:

1. Last payroll registry of each month from January 1, 2025 to November 18, 2025

OPRA allows public agencies to impose special service charges whenever the nature, format, manner of collation, or volume of a government record embodied in the form of printed matter to be inspected, examined, or copied pursuant to this section is such that the record cannot be reproduced by ordinary document copying equipment in ordinary business size or **when fulfilling a request requires an extraordinary expenditure of time and effort**. See N.J.S.A. 47:1A-5.c.

It has been determined that special charges are necessary for the preparation of the response to this OPRA request. The responsive records include 11 payroll registries, each ranging in 50-63 pages. The responsive records require review and statutory redactions. An extraordinary expenditure of time and effort is necessary due to the volume of records.

OPRA mandates that the requestor shall have the opportunity to review and object to the charge prior to it being incurred. See N.J.S.A. 47:1A-5.c. As such, a detailed estimate is provided below:

The lowest paid employee with the training to review and redact the requested records is the Administrative Assistant. The total estimated special service charge is based off the administrative assistant's direct hourly rate of pay [minus fringe benefits] for the current year for all time exceeding four (4) hours. The total estimated special service charge is time over 4 hours x \$31.67.

The total estimated time for the response is 20.2 hours. Therefore, the special service charge for this request is 16 hours x \$31.67 which totals **\$506.72**. A more detailed estimate is attached.

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Kindly respond in writing with your acceptance or rejection of this estimated charge. If you would like to narrow your request, please contact our office in order to do so. We will not begin to process this request until we receive your written acceptance. Upon written acceptance and receipt of a deposit of 50% of the required fee, we will begin to process the request. Payments must be submitted to the Municipal Clerk's Office made payable to the Borough of Bloomingdale. If you decline this special service charge, please indicate so in your response and we will not process your request for #1 listed above. **If a response is not received within 10 days, then this OPRA request will be deemed as closed.**

If you reject the estimated charge and you wish to challenge the special service charge, you have a right to challenge the decision. At your option, you may either institute a proceeding in the Superior Court of New Jersey or file a complaint with the Government Records Council (GRC) by completing the Denial of Access Complaint Form. You may contact the GRC by toll-free telephone at 866-850-0511, by mail at P.O. Box 819, Trenton, NJ, 08625, by e-mail at grc@dca.state.nj.us, or at their web site at www.state.nj.us/grc. The GRC can also answer other questions about the law. All questions regarding complaints filed in Superior Court should be directed to the Court Clerk in your County.

Respectfully,

A handwritten signature in black ink, appearing to read 'Breeanna Smith', with a stylized flourish at the end.

Breeanna Smith, Municipal Clerk
Borough of Bloomingdale

OPRA 2025-332

SPECIAL SERVICE CHARGE

MONTH	TOTAL PAGES IN		*based on 2 minutes per page
	PAYROLL REGISTRY	TOTAL MINUTES PER PAGE*	
JANUARY	63	126	
FEBRUARY	61	122	
MARCH	62	124	
APRIL	60	120	
MAY	47	94	
JUNE	55	110	
JULY	52	104	
AUGUST	52	104	
SEPTEMBER	53	106	
OCTOBER	50	100	
NOVEMBER	51	102	
TOTAL MINUTES		1212	
TOTAL HOURS		20.2	

Service Charge: 16 hours x \$31.67 = \$506.72

- Estimating 2 minutes per page to review & redact

SPECIAL SERVICE CHARGE CALCULATION:

16 hours X \$31.67* = \$506.72

**based on salary of the administrative assistant as of 11/24/2025*