



MANCHESTER TOWNSHIP

1 COLONIAL DRIVE • MANCHESTER, NJ 08759 • (732)657-8121

OFFICE OF THE TOWNSHIP CLERK

TERI GIERCYK, RMC, CMC
TOWNSHIP CLERK

September 8, 2023

Mr. Integrity

Email address: opra+request-49237-d0cfe05c@requests.opramachine.com

Re: OPRA Request 2023-548

Dear Mr. Integrity

The Township of Manchester received your open Public Records Act (OPRA) request on **August 29, 2023**. The official Record Custodian Teri Giercyk, received your OPRA request on **the same date**. As such, the seven (7th) business day deadline to respond to your request is **September 8, 2023**. This response to your request is being provided to you on the seventh (7th) business day after the custodian's receipt of said request.

Your OPRA request sought access to the following:

"Please provide any and all emails to and from the office of the Chief of Police and Chief Robert Dolan that include one or all of the following in the subject or body of the email: Captain, Vincent, Vin, Vinny, Vinnie, Manco, donate, donation, and donated. The request is for emails from July 1, 2023 until present (August 28, 2023). If need be, I will resubmit the request."

Your request requires additional time beyond the seven (7) business days to fulfill. OPRA allows custodians to seek extensions of time pursuant to N.J.S.A. 47:1A-5.i. Specifically, OPRA states that, "the requestor shall be advised by the custodian when the record can be made available. If the record is not made available by that time, access shall be deemed denied."

A fifteen (15) business day extension is needed to fulfill this records request. Date due is September 29, 2023.

Should you have any questions, feel free to contact my office.

Sincerely,

Teri Giercyk, RMC/CMC
Municipal Clerk