



MANCHESTER TOWNSHIP

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

OFFICE OF THE TOWNSHIP CLERK

TERI GIERCYK, RMC/CMC
TOWNSHIP CLERK

COUNCIL MEMBERS

ROXY CONNIFF
JAMES A. VACCARO JR
CRAIG WALLIS
MICHELE ZOLEZI
SANDRA DRAKE

May 20, 2025

OPRA.taxpayer@gmail.com
[c/o opra+request-76114-77ef7a8d@requests.opramachine.com](mailto:c/o_opra+request-76114-77ef7a8d@requests.opramachine.com)

Re: OPRA request 2025-412

Dear Requestor,

Manchester Township received your electronic OPRA request dated May 16, 2025 on May 15, 2025 when the Township opened for regular business. Please accept this timely response.

Your request seeks emails, memos, letters, internal reports, meeting notes and text or digital messages by "any Manchester Township employee" related to communications with Robert Wood Johnson for the for a five year, five month period. Part four of your request references the name "Kevin Geohagan."

OPRA only allows requests for records, not requests for information. MAG Entm't, LLC v. Div. of Alcoholic Beverage Control, 375 N.J. Super. 534, 546-49 (App. Div. 2005). In this regard, OPRA "is not intended as a research tool ... to force government officials to identify and siphon useful information." Id. at 546. In other words, a records custodian is not required "to conduct research among its records... and correlate data from various government records in the custodian's possession." Id. at 546-47. To qualify under OPRA then, the request must reasonably identify a record and not generally data, information or statistics.

OPRA does not "authorize a party to make a blanket request for every document" a public agency has on file. Gannett New Jersey Partners L.P. v. County of Middlesex, 379 N.J. Super. 205, 213 (App. Div. 2005). Rather, a party requesting access to a public record under OPRA must specifically describe the document sought. OPRA operates to make identifiable government records "readily accessible for inspection, copying, or examination." N.J.S.A. 47:1A-1. As such, a proper request under OPRA must identify with reasonable clarity those documents that are desired, and a party cannot satisfy this requirement by simply requesting all of an agency's documents. OPRA does not authorize unbridled searches of an agency's property.

Pursuant to the 2024 amendments to OPRA a proper request for communications must contain (1) the content and/or subject of the e-mail, (2) the specific date or range of dates during which the e-mail was transmitted or the emails were transmitted, and (3) a valid e-mail request must identify the sender and/or the recipient thereof.

Item #1 does not contain names of a specific employees. Manchester has several hundred employees and additional former employees from January 1, 2020 who may have resigned or retired. The request further asks for communications about "any employee" of Robert Woods Johnson. This request would require the Township to review every communication made by every employee for more than five years to determine if it referenced any employees of Robert Wood Johnson. The request then uses the phrase "including but not limited to" when describing divisions of Robert Wood Johnson creating a further open ended question of what records are being sought. As written, this request is too vague to allow the custodian's office to reasonable understand what records are being requested and must be denied. The requestor may provide a new request which clarifies with specificity the documents sought.

Similarly Item #2 seeks open-ended communications between any employee, representative or official of Robert Wood Johnson without any direction toward a specific document or documents. This request must be denied.

Item #3 requests internal communications without reference to specific records and must all be denied.

Finally, Item #4, while slightly more specific because it identifies one name, would still require a search of all documents from all employees for the more than five-year period.

Based on the above, your request is denied. Please provide a new request with greater specifics if you wish to renew your request.

Sincerely,

A handwritten signature in cursive script, appearing to read "Teri Giercyk".

Teri Giercyk, RMC, CMC
Municipal Clerk