

From: [Opra.taxpayer](#)
To: [Clerk](#)
Subject: OPRA request - Email communication
Date: Thursday, May 15, 2025 8:45:05 PM

WARNING: This email may have originated outside of the Manchester email system.
DO NOT CLICK links or attachments unless you recognize the sender and know the content is safe.

Dear Manchester Township,

Please accept this electronic request for public records made under OPRA and the common law right of access. I am not required to fill out an official form or use a particular software platform to submit my request per NJSA 47:1A-6(f), which states that an email from a requestor including all of the information required on the adopted form shall suffice in place of a completed form as a valid government record request.

I HAVE NOT been convicted of any indictable offense under the laws of New Jersey, any other state, or the United States.

I WILL NOT use the requested government records for a commercial purpose.

I AM NOT seeking records in connection with a legal proceeding.

Records requested:

Custodian of Records

Manchester Township

1 Colonial Drive

Manchester, NJ 08759

RE: OPRA Request – Communications Regarding RWJ/Robert Wood Johnson Employees and Kevin Geohagan

Dear Records Custodian,

Pursuant to the New Jersey Open Public Records Act (N.J.S.A. 47:1A-1 et seq.), I am formally requesting access to the following public records:

1. All emails and inter-departmental communications sent or received by any Manchester Township employee that reference, involve, or relate to any employee of RWJ, including but not limited to Robert Wood Johnson and Robert Wood Johnson Barnabas Health.
2. This includes, but is not limited to, communications between any Manchester Township employee and any employee, representative, or official of RWJ/Robert Wood Johnson/Robert Wood Johnson Barnabas Health.
3. This also includes any internal communications between Manchester Township employees that discuss or reference any complaints, concerns, or issues involving any RWJ employee, regardless of whether specific names are mentioned.
4. Additionally, please include all communications — internal and external — that specifically mention, reference, or involve Kevin Geohagan, who is believed to be an employee or paramedic affiliated with RWJ/Robert Wood Johnson.

Records requested include, but are not limited to:

Emails

Memos

Letters

Internal reports

Meeting notes

Text messages or digital messages (if conducted on township-issued devices or platforms)

Please provide records for the time period of January 1, 2020 to the present.

If any record or portion of a record is withheld or redacted, please cite the legal basis under OPRA for each redaction or denial and inform me of my right to appeal.

I respectfully request that these records be provided in electronic format (PDF or similar) via email or through a secure downloadable link if available.

Thank you for your assistance. Please confirm receipt of this request.

Sincerely,

xxxx.xxxxxxxx@xxxxx.xxx

Let me know if you want it customized further or formatted for email.

My preferred delivery method for response(s) to this request is by E-mail as attachments. Please confirm you have received this request. If you are not the custodian of records, please forward my request to that person and provide their email address to me for future reference.

Yours faithfully,

xxxx.xxxxxxxx@xxxxx.xxx

Please deliver records electronically via email to the below UNIQUE address for all replies to this request:
