

BOROUGH OF GLASSBORO

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February 8, 2024

Via email only (opra+request-57810-d6cefa95@requests.opramachine.com)

Broskiman332

Re: Open Public Records Act/Common Law Records Request

Dear Brooskiman332:

The Borough of Glassboro Records Custodian received your request for records pursuant to the Open Public Records Act (OPRA) and the common law right of access on January 30, 2024. Accordingly, the initial seven (7) business day deadline to respond to your request under OPRA is February 8, 2024. This response is being provided on the seventh business day after receipt of your request.

Your records request was as follows:

1.) All emails between Raymond DiClaudio and Daniel DeSilvio (dandesilvio@gmail.com) between May 20, 2023 to present.

2.) Weekly report generated by the Glassboro Police Department for the Glassboro Code Enforcement Office listing violations and other issues of the week for the prior week, which should have been delivered today to the Code Enforcement Office. (I have been informed by Code Enforcement Staff, I cannot even look at the document but may OPRA it-would not be given a name of the document only an explanation).

3.) For Raymond DiClaudio for the years of 2020 to present please provide: an individual's name, title, position, salary(and longevity pay, overtime pay if applicable), payroll record, length of service, date of separation and the reason for such separation (if applicable), and the amount and type of any pension received, pursuant to N.J.S.A. 47:1A-10.

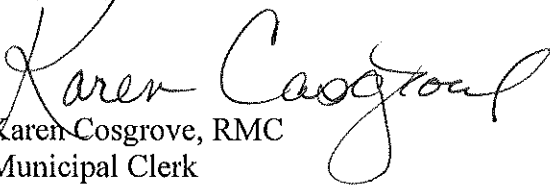
4.) All emails between Kaitlin Harrell and Daniel DeSilvio (dandesilvio@gmail.com) between May 20, 2023 to present.

Your request requires additional time beyond the seven (7) business days to fulfill due to the types and amount of records requested. 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."

Further processing of your request requires an additional seven (7) business days, which is until February 20, 2024.

If your request for access to a government record has been denied or unfilled within the seven (7) business days required by law, you have a right to challenge the decision by the Borough of Glassboro to deny access. 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.

Very truly yours,


Karen Cosgrove, RMC
Municipal Clerk
Borough of Glassboro