

December 11, 2017

**VIA EMAIL ONLY**

Opra+request-732-63ab8e8e@requests.opramachine.com

**Re: OPRA Request - #2017-350**

Dear Mr. Holden,

The City of Brigantine has received your Open Public Records Act (OPRA) request dated December 3, 2017. The official Records Custodian, Lynn Sweeney, RMC, received your request on December 4, 2017. This response is being provided to you within the time required by OPRA.

Your OPRA request sought access to the following:

*Please provide fire department works schedule, roster for working scheduled years 2012, 2013, 2014, 2015, 2016, 2017.*

*Definition:*

*ros-ter*

*\*a list or plan showing turns of duty or leave for individuals or groups in an organization*

*\*assign according to duty*

*schedule*

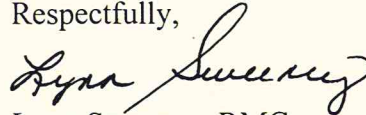
*a written or printed list, catalog, or inventory; also: timetable 1. 3: program, especially: a procedural plan that indicates the time and sequence of each operation. finished on schedule.*

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.

Currently, your request fails to identify with reasonable clarity the specific government records sought, as is required by Bent v. Stafford Police Department, 381 N.J. Super . 30., 37 (App. Div. 2005). At this time we request clarification of your OPRA request. Please respond in writing and identify the specific government records sought so that we may process your request. Conversely, if you would like to contact me at 609-266-7600 ext. 220, we can discuss and hopefully clarify, the documents you are requesting be produced. However, failure to provide written clarification of your request will result in the closure of this OPRA request.

I look forward to discussing this issue with you, so that I may obtain the necessary clarification to appropriately complete your OPRA request.

Respectfully,

A handwritten signature in cursive script, appearing to read "Lynn Sweeney".

Lynn Sweeney, RMC  
City Clerk

Cc: Edward P. Stinson, P.E., City Manager  
Alfred R. Scerni, Jr, Esquire