

TOWN OF WESTFIELD
Tara Rowley, Town Clerk
Custodian of Records
MUNICIPAL BUILDING
425 EAST BROAD STREET
WESTFIELD, NEW JERSEY 07090
908-789-4030
www.westfieldnj.gov

REQUEST FOR GOVERNMENT RECORDS
(N.J.S.A. 47:1A – 1, et seq.)
GOVERNMENT RECORDS REQUEST RESPONSE

TO: opra+request-16504-69e951b2@requests.opramachine.com

DATE: September 16, 2020

The Town of Westfield received your Open Public Records (OPRA) request on September 8, 2020, for which a response is due on or before September 17, 2020.

Your request sought access to the following;

1. All correspondence by any means including text messages, emails and USPS mail to and from the members of the Westfield NJ historic preservation commission and staff members at the NJ historic preservation office within the NJ DEP for the period of January 1, 2019 to August 15, 2020 regarding Westfield becoming a certified local government and what is required in an Ordinance to qualify. The members of the Westfield Commission are Alison Carey, Carol Tener, Katie Spikes, Maria Boyes, Jennifer Jaruzelski, Robert Wendel, Greg Blasi, Kelly Kessler, Jacqueline Brevard, Mary Anne Healy, Michael La Place, and Linda Habgood. Employees at the NJ historic preservation office include Jonathan Kinney, Katherine Marcopul, Bob Craig, Andrea Tingey, Meghan Baratta and Michele Sbarro.
2. All correspondence by any means, including text messages, emails, and USPS mail, between members of the Westfield historic preservation commission on the subject of a new Ordinance and or becoming a certified local government from January 1, 2019 and August 15, 2020.
3. All minutes of the Westfield historic preservation commission from January 1, 2019 to August 15, 2020.
4. Copy of Westfield historic preservation commission's annual report for the year 2019 to the Planning Board and the Town Council as required in Section 4, part F, #13 of the current Ordinance.

Please be advised that your request requires additional time beyond 7 business days to fulfill because we are still in the process of gathering responsive records and, once gathered, a legal review of those records is necessary in the event they include content that is deemed to be exempt from disclosure under OPRA. 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."

Your request requires an extension of time until October 1, 2020.

This response is being provided to you via email as per your request.

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



Tara Rowley, RMC
Town Clerk

Dated: 9/16/20