



350 Hudson Ave, Twp. of Washington, NJ 07676-4799, Tel: 201-664-4425 Fax 201-664-8281
Office of the Township Clerk, Susan Witkowski



August 27, 2025/OPRA 441

Concerned Resident

Via email: opra+request-79746-90e9d39f@requests.opramachine.com

Concerned Resident,

The Township of Washington received your Open Public Records Act (OPRA) request on August 18, 2025. The official Records Custodian Susan Witkowski received your OPRA request on August 18, 2025. As such, the seven (7) business day deadline to respond to your request is August 27, 2025. This response to your request is being provided to you on the 6th business day after the custodian's receipt of said request.

Your OPRA request sought access to the following:

"I would like one year of any letters, recorded conversations, title 59 tort claim act notices, written complaints, internal affairs complaints, internal affairs investigations, major discipline report, documents related to major discipline actions written about or submitted to the township of Washington, township police department, township employees, police personnel, or emergency service personnel from the date of 7/01/2024 through 7/31/2025."

Your request requires additional time beyond the seven (7) business days to the information to respond to your request. 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 September 30, 2025.

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 Township of Washington 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.

Sincerely,

/s/ Susan Witkowski

Susan Witkowski, RMC
Township of Washington
switkowski@twpofwashington.us
201-664-4425

OR- 441

-----Original Message-----

From: concerned resident <opra+request-79746-90e9d39f@requests.opramachine.com>

Sent: Monday, August 18, 2025 1:27 PM

To: Town Clerk <townclerk@twpofwashington.us>

Subject: OPRA request - Internal affairs

RECEIVED

AUG 18 2025

TOWNSHIP CLERK

Caution: External E-mail

Dear Washington Township (Bergen),

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:

I would like one year of any letters, recorded conversations, title 59 tort claim act notices, written complaints, internal affairs complaints, internal affairs investigations, major discipline report, documents related to major discipline actions written about or submitted to the township of Washington, township police department, township employees, police personnel, or emergency service personnel from the date of 7/01/2024 through 7/31/2025.

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,

concerned resident

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

opra+request-79746-90e9d39f@requests.opramachine.com

Is townclerk@twpofwashington.us the wrong address for OPRA requests to Washington Township (Bergen)? If so, please contact us using this form:

https://urldefense.proofpoint.com/v2/url?u=https-3A_opramachine.com_change-5Frequest_new-3Fbody-3Dwashington-5Ftownship-5Fbergen&d=DwlFaQ&c=euGZstcaTDllvimEN8b7jXrwqOf-v5A_Cdp gnVfiiMM&r=xe6LILGY4fBqf2qF2SfWyQPyzkOmFj7ck01xsbi15ts&m=IEqOnCEoqCm-KK18Y3DyyHTYJCv8zgJTPQBp6WB3COGSrO2t1rFecszFc617u-n3&s=VGOD9j6MAIBBsZXuX19-ZVWggWRwsW0XEvoyPmVf5TA&e=

Disclaimer: This message and any reply that you make will be published on the internet. Our privacy and copyright policies:

https://urldefense.proofpoint.com/v2/url?u=https-3A_opramachine.com_help_officers&d=DwlFaQ&c=euGZstcaTDllvimEN8b7jXrwqOf-v5A_Cdp gnVfiiMM&r=xe6LILGY4fBqf2qF2SfWyQPyzkOmFj7ck01xsbi15ts&m=IEqOnCEoqCm-KK18Y3DyyHTYJCv8zgJTPQBp6WB3COGSrO2t1rFecszFc617u-n3&s=kD8Q7lfotWN8uVcKrX2Z2JhZeKdggAtqfsDEvVBFaCw&e=

View this OPRA request & responses online:

https://urldefense.proofpoint.com/v2/url?u=https-3A_opramachine.com_request_internal-5Faffairs-5F3&d=DwlFaQ&c=euGZstcaTDllvimEN8b7jXrwqOf-v5A_Cdp gnVfiiMM&r=xe6LILGY4fBqf2qF2SfWyQPyzkOmFj7ck01xsbi15ts&m=IEqOnCEoqCm-KK18Y3DyyHTYJCv8zgJTPQBp6WB3COGSrO2t1rFecszFc617u-n3&s=wsllI sSU9DzWZQEIPVwdEGNiKzXb5oumhDZg4GA4wg&e=

Please note that in some cases publication of requests and responses will be delayed.

If you find this service useful as an OPRA custodian, please ask your web manager to link to us from your organisation's website.

"OPRAMachine's mission is to give people easy and affordable access to New Jersey public records.

For more information, contact us at: (732) 707-1628 or PO Box 3180, New Brunswick, NJ 08903."