



Walter G. LaCicero, Mayor

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Borough Administrator

BOROUGH OF LAVALLETTE

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"The Ideal Family Seashore Resort"

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David Finter
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October 28, 2021

Via email: Anonymous <opra+request-26485-6b64b74e@requests.opramachine.com>

**RE: Request for Access to Public Records pursuant to N.J.S.A. 47:1A-1.1
Request by Anonymous**

Dear Sir:

Your opra request for access to public records pursuant to the Open Public Records Act, N.J.S.A. 47:1A-1.1, et seq., was sent via email on Sunday, October 17, 2021 at 2:17pm. The Custodian of Records received it on Monday, October 18, 2021 since the Borough is closed on weekends. The Custodian of Records forwarded it via email to the Police Records Clerk on Monday, October 18, 2021. The seven (7) business day deadline was Wednesday, October 27, 2021.

I received your email today requesting an internal review to see why you have not received your documents as of yet. I spoke to the Police Records Clerk and was advised that she is working on your opra request and should have it completed by tomorrow so it can be emailed over to you.

Our apologies to you for the delay and not contacting you sooner to let you know of the delay before the 7 business day deadline. Please understand that we are a small municipality and are understaffed as well. We have our normal day to day tasks on top of the requests for documents and we do not have extra hands to help us out right now.

We will need an extension of time in getting the records you requested to you. Please allow all documents on file for your request to be emailed to you no later than Monday, November 1, 2021 by 3pm. I will email you over any documents that are sent over to me as they become available to me. All documents that are on file for this request will be emailed over to you in full no later Monday, November 1, 2021 by 3pm.

If your request for access to a government record has been denied or unfilled within the days required by law, you have a right to challenge the decision by the Borough of Lavallette 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.

A handwritten signature in black ink, appearing to read "Donnelly Amico". The signature is fluid and cursive, with the first name "Donnelly" and last name "Amico" clearly distinguishable.

Donnelly Amico
Borough Clerk/Custodian of Records
Borough of Lavallette