



Walter G. LaCicero, Mayor

Robert L. Brice, Jr.
Borough Administrator

BOROUGH OF LAVALLETTE

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"The Ideal Family Seashore Resort"

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James G. Borowski

April 11, 2022

Via Email: Jim Paff <opra+request-30848-3388f5c6@requests.opramachine.com>

Dear Mr. Paff,

The Borough of Lavallette Custodian of Records received your Open Public Records Act (OPRA) request via email on Thursday, April 7, 2022 at 5:44pm. Since this was after the Borough offices closed at 4pm, The Custodian of Records received it on Friday, April 8, 2022 at 8am and immediately forwarded it to the Police Records Clerk. The seven (7) business day deadline is Wednesday, April 20, 2022. This response to your request is being provided to you on the 1st business day after the custodian's receipt of said request.

Your OPRA request sought access to the following:

This is a request for public records made under OPRA and the common law right of access. I am not required to fill out an official form. Please acknowledge receipt of this message.

Records requested:

1. 2020 Annual Report on Use of Force filed with the Ocean County Prosecutor's Office
2. 2020 Annual Report of Firearms Qualification filed with the Ocean County Prosecutor's Office
3. 2021 Annual Report of Use of Force filed with the Ocean County Prosecutor's Office
4. 2021 Annual Report of Firearms Qualification filed with the Ocean County Prosecutor's Office
5. All Separate Firearms Qualifications Sheets for every sworn officer for 2020 and 2021
6. Department Time Sheets for every sworn officer December 2021 and January 2022.

Your request requires additional time beyond the seven (7) business days to fulfill due to the request size of documents. 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 Friday, April 29, 2022. Once the Custodian of Records receives the documents from the Police Records Clerk, they will immediately be forwarded to you no later than Friday, April 29, 2022.

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 [insert name of Agency] 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,

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

Donnelly Amico
Municipal Clerk/Custodian of Records