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ANDREW BAYER

Borough Engineer
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BOROUGH OF EATONTOWN

47 Broad Street

Eatontown, New Jersey 07724

(732) 389 7601

July 20, 2021

Troy Smith
Opra+request-24425-fcf315c6@requests.opramachine.com

Dear Troy Smith,

The Borough of Eatontown received your Open Public Records Act (OPRA) request on July 2, 2021. The official Records Custodian, Julie Martin, received your OPRA request on July 2, 2021. As such, the seven (7) business day deadline to respond to your OPRA Request was July 14, 2021. A request for extension of time to July 28, 2021 was sent on July 6, 2021. This further response is being provided to you on July 20, 2021.

OPRA allows public agencies to impose special service charges whenever the nature, format, manner of collation, or volume of a government record embodied in the form of printed matter to be inspected, examined, or copied pursuant to this section is such that the record cannot be reproduced by ordinary document copying equipment in ordinary business size or when fulfilling a request requires an extraordinary expenditure of time and effort. See N.J.S.A. 47:1A-5.c. Special service charges must be based upon the actual direct cost of providing the copy or copies.

OPRA mandates that the requestor shall have the opportunity to review and object to the charge prior to it being incurred. See N.J.S.A. 47:1A-5.c. As such, a detailed estimate is attached.

The estimated cost is \$909.84 (twenty-four anticipated hours at the lowest level employee hourly rate capable of fulfilling the request @ \$37.91/hour). Kindly respond in writing with your acceptance or rejection of this estimated charge. We will not begin to process this request until we receive your written acceptance.

OPRA 161-2021

If you reject the estimated charge and you wish to challenge the special service charge, or if your request for access to a government record has been denied or unfilled within the seven (7) business days required by law, 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 "Julie Martin", written in a cursive style.

Julie Martin, RMC
Municipal Clerk