



MANCHESTER TOWNSHIP

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OFFICE OF THE TOWNSHIP CLERK

SABINA T. SKIBO, RMC
TOWNSHIP CLERK

CRAIG WALLIS
SAMUEL F. FUSARO, JR.
JAMES A. VACCARO, SR.
CHARLES L. FRATTINI, SR.
JOAN BRUSH.

June 19, 2018

RE: OPRA Request #2018-216

Dear Mr. McGorry,

You sent an OPRA request to the Township of Manchester by email on or about **June 9, 2018**. The official Records Custodian, Township Clerk, received your OPRA request on **June 11, 2018**. As such, the seven (7) business day deadline to respond to your request is **June 20, 2018**. (See N.J.S.A. 47:1A-5i).

Please note that your request was sent to an individual employee email. The correct email for sending OPRA requests is clerk@manchestertwp.com. The reason the Township requests use of this email for OPRA requests is to manage requests when an individual employee is not in the office. This email is the email published on the Township website and it is distributed to multiple Township employees. This is a reasonable procedure for the receipt of OPRA requests that does not impose an undue burden on parties seeking disclosure of government records under OPRA. (See Paff v. City of East Orange, 407 N.J. Super 221, 229 (App. Div., certif. denied, 200 N.J. 476 (2009)).

Your OPRA request sought access to the following:

1. The number of Police Officers who attended the NJ PBA Convention while being paid by the Township. March 5- March 9, 2018.

No records responsive to the OPRA request exist.

2. The per diem salary of each officer who attended the PBA Convention March 5- March 9, 2018.

No records responsive to the OPRA request exists.

3. What was the total cost of overtime incurred to allow officers to attend the PBA Convention March 5- March 9, 2018.

No records responsive to the OPRA request exist.

4. The total amount spent by the PBA members to attend the convention.

No records responsive to the OPRA request exist.

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 "Jodi Pellicano". The signature is fluid and cursive, with the first name "Jodi" and last name "Pellicano" clearly distinguishable.

Jodi, Pellicano, RMC
Deputy Township Clerk
Township of Manchester