



MANCHESTER TOWNSHIP

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April 22, 2024

Natasha Fennell

opra+request-53936-1a620998@requests.opramachine.com

Re: OPRA Request 2024-262

Dear Ms. Fennell:

Manchester Township received your Open Public Records Act ("OPRA") request for documents related to incidents that occurred from 10/01/2023-04/16/2024 related to 551 Monroe Avenue and provides this timely response.

Please note as per N.J.S.A. 2C:25-33 ("Prevention of Domestic Violence Act of 1991") states that: – All records maintained pursuant to this act shall be confidential and shall not be made available to any individual or institution except as otherwise provided by law. Therefore, one report is denied in its entirety as per N.J.S.A. 2C:25-33 ("Prevention of Domestic Violence Act of 1991")

Specifically, your request seeks:

- 1. Police body worn camera videos relating to incidents involving 551 Monroe Avenue on October 2, 2023 (M23-23800) and March 27, 2024 (M24-07515).**

Response: The Township has reviewed this portion of your request. Three police officers were present on scene with body worn cameras activated during incident M23-23800. One police officer was present with a body worn camera activated during incident M23-07515. These incidents result in a total of one hour, 29 minutes and 25 seconds of Body Worn Camera video to review. Since all the responding officers may be involved in the investigation(s), their videos have been included in this response. From past experience, it takes approximately 9 minutes for each 1 minute of video to review and redact the video. The Township estimates that it will take 13.5 hours to complete this portion of your request. The Township requires a special service charge pursuant to N.J.S.A. 47:1A-5. The fee is estimated at \$351.00, which is calculated by multiplying the number of hours times the rate of the least paid employee authorized and trained to perform this task (\$26.00/hr). The Township will require a fifty percent (50%) deposit in advance of commencing this work. Therefore, please submit a check or money order made payable to Manchester Township in the amount of \$175.50. Please note, this amount is an estimate. If the Township completes this work faster, you may receive a refund or pay less than the total estimated, however, if this task takes

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longer than estimated, you will be responsible for the total amount before the videos will be released. The Township will assume that you do not want to continue with this portion of your request if the Township does not receive your deposit in five business days. If such is the case, this portion of the request will be closed and deemed satisfied.

2. Police dash camera videos relating to incidents involving 551 Monroe Avenue on October 2, 2023 (M23-23800) and March 27, 2024 (M24-07515).

Response: The Township has reviewed this portion of your request. Three police officers were present on scene with dash cameras activated during incident M23-23800. There were no dash cameras activated during incident M23-07515. These incidents result in a total of one hour, 23 minutes and 30 seconds of Dash Camera video to review. Since all the responding officers may be involved in the investigation, their videos have been included in this response. From past experience, it takes approximately nine minutes for each 1 minute of live video to review and redact the video. The Township estimates that it will take approximately 12.5 hours to complete this portion of your request. The Township requires a special service charge pursuant to N.J.S.A. 47:1A-5. The fee is estimated at \$325.00, which is calculated by multiplying the number of hours times the rate of the least paid employee authorized and trained to perform this task (\$26.00/hr.). The Township will require a fifty percent (50%) deposit in advance of commencing this work. Therefore, please submit a check or money order made payable to Manchester Township in the amount of \$162.50. Please note, this amount is an estimate. If the Township completes this work faster, you may receive a refund or pay less than the total estimated, however, if this task takes longer than estimated, you will be responsible for the total amount before the videos will be released. The Township will assume that you do not want to continue with this portion of your request if the Township does not receive your deposit in five business days. If such is the case, this portion of the request will be closed and deemed satisfied.

If the Township does not hear from you or receive payment in the amount of \$338.00 in five business days, it will consider this request completed and closed.

Sincerely,


Teri Giercyk
Municipal Clerk, RMC/CMC