



Township of Monroe

County of Middlesex

CHRISTINE ROBBINS
Township Clerk
crobbins@monroetwp.com

OFFICE OF TOWNSHIP CLERK
Municipal Complex
1 Municipal Plaza
Monroe Township, NJ 08831-1900
(732) 656-4573
(732) 521-3190 FAX

May 20, 2025

SENT VIA ELECTRONIC MAIL
opra+request-75512-ee96938a@requests.opramachine.com
Charlie Kratovil

RE: Open Public Records Act (OPRA) Request – received April 29, 2025 – 2025-00520

To whom it may concern:

In response to the below mentioned OPRA request I offer the following response in **red**:

“1) all signed contract(s) for Rainone Coughlin Minchello (RCM) in effect during 2024.

2) all bills/invoices received from the above firm for work done during 2024”

Clerk- Please see attached signed contracts from Rainone Coughlin Minchello in effect during 2024.

The remainder of your request requires additional time to fulfill due to its extensive nature. 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. “

The remainder of your request requires an extension of time until June 5, 2025.

If you have any questions, please contact the Clerk’s Office at 732-656-4573.

Sincerely,
Cassandra Achille, MPA, RMC
Deputy Township Clerk