

TOWN OF WESTFIELD
Maureen Lawshe, Town Clerk
Custodian of Records
MUNICIPAL BUILDING
425 EAST BROAD STREET
WESTFIELD, NEW JERSEY 07090
908-789-4030
www.westfieldnj.gov

REQUEST FOR GOVERNMENT RECORDS
(N.J.S.A. 47:1A – I, et seq.)
GOVERNMENT RECORDS REQUEST RESPONSE

TO: Tony Michael
opra+request-82646-9e88942f@requests.opramachine.com

DATE: October 23, 2025

The Town of Westfield received your Open Public Records (OPRA) request on October 23, 2025, for which you sought access to the following:

- All fire alarm and fire extinguisher invoices (Service, Installation, Inspections Etc.) from 2019 to present that were for government buildings

OPRA requires that custodians must ordinarily grant immediate access to invoice information (N.J.S.A. 47:1A-5.e). Your request requires additional time to fulfill as adequate time is needed to identify and retrieve records that may be responsive to your request. 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 November 3, 2025.

If your request for access to a government record has been denied or unfilled within seven (7) business days required by law, you have a right to challenge the decision by the Town of Westfield 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.

Dated: October 23, 2025



Maureen Lawshe, RMC
Town Clerk