

BOROUGH OF BLOOMINGDALE



OFFICE OF:
BREEANNA SMITH, RMC/CMR
MUNICIPAL CLERK

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MUNICIPAL OFFICE
101 HAMBURG TURNPIKE
BLOOMINGDALE, NEW JERSEY 07403

April 13, 2026

Tony Michael
opra+request-89508-9da11c80@requests.opramachine.com

RE: OPRA 2026-87 Special Service Charge

Dear Tony Michael,

The Borough of Bloomingdale received your Open Public Records Act (OPRA) request on April 8, 2026.

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.

It has been determined that special charges are necessary for the preparation of the response to this OPRA request. An extraordinary expenditure of time and effort is necessary due to the volume of records requested.

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 provided below:

The lowest paid employee with the training to review the requested records is the Administrative Assistant. The total estimated special service charge is based off the administrative assistant's direct hourly rate of pay [minus fringe benefits] for the current year for all time exceeding four (4) hours. The total estimated special service charge is time over 4 hours x \$32.47.

The total estimated time for the response is 8.5 hours. Therefore, the special service charge for this request is 4.5 hours x \$32.47 which totals **\$146.12**. A more detailed estimate is attached.

Kindly respond in writing with your acceptance or rejection of this estimated charge. If you would like to narrow your request, please contact our office in order to do so. We will not begin to process this request until we receive your written acceptance. Upon written acceptance and receipt of a deposit of 50% of the required fee, we will begin to process the request. Payments must be submitted to the Municipal Clerk's Office made payable to the Borough of Bloomingdale. If you decline this special service charge, please indicate so in your

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response and we will not process your request. **If a response is not received within 10 days, then this OPRA request will be deemed as closed.**

If you reject the estimated charge and you wish to challenge the special service charge, you have a right to challenge the decision. 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.

Respectfully,

A handwritten signature in black ink, appearing to read 'B. Smith', with a stylized flourish at the end.

Breeanna Smith, Municipal Clerk
Borough of Bloomingdale

OPRA 2026-87

SPECIAL SERVICE CHARGE

All records responsive to this request are currently boxed and stored. In order to locate and review potentially responsive documents, each purchase order must be individually retrieved, photocopied, scanned, and then properly refiled. Due to storage limitations, a portion of these records have been relocated to the Borough's offsite storage facility, which requires additional time for access and handling.

We estimate that fulfilling this request will require approximately 15 minutes per potentially responsive purchase order, inclusive of any associated invoices, the quantity of which is unknown.

34 Potentially Responsive Purchase Orders
x 15 minutes (admin handling)
= 8.5 HOURS time to fulfill request

SPECIAL SERVICE CHARGE CALCULATION:

4.5 hours X \$32.47* = \$146.12

**based on salary of the administrative assistant as of 4/1/2026*

From: [Tony Michael](#)
To: [Breeanna Smith](#)
Subject: OPRA request - Spending
Date: Tuesday, April 7, 2026 9:40:20 PM

CAUTION: This email originated from outside of the Borough of Bloomingdale.
Do not click links or open attachments unless you recognize the sender and know the content is safe.

Dear Bloomingdale Borough,

Please accept this electronic request for public records made under OPRA and the common law right of access. I am not required to fill out an official form or use a particular software platform to submit my request per NJSA 47:1A-6(f), which states that an email from a requestor including all of the information required on the adopted form shall suffice in place of a completed form as a valid government record request.

I HAVE NOT been convicted of any indictable offense under the laws of New Jersey, any other state, or the United States.

I WILL NOT use the requested government records for a commercial purpose.

I AM NOT seeking records in connection with a legal proceeding.

Records requested: 

Copies of ALL invoices for all fire extinguisher, kitchen fire suppression and fire alarm services from 2020 to present.

My preferred delivery method for response(s) to this request is by E-mail as attachments. Please confirm you have received this request. If you are not the custodian of records, please forward my request to that person and provide their email address to me for future reference.

Yours faithfully,

Tony Michael

Please deliver records electronically via email to the below UNIQUE address for all replies to this request:

XXXXXXXXXXXXXXXXXXXXXXXXXXXX@XXXXXXXX.XXXXXXXXXX.XXX

Is XXXXXX@XXXXXXXXXXXXXXXX.XXX the wrong address for OPRA requests to Bloomingdale Borough? If so, please

contact us using this form:

https://opremachine.com/change_request/new?body=bloomingdale_borough

Disclaimer: This message and any reply that you make will be published on the internet. Our privacy and copyright policies:

<https://opremachine.com/help/officers>

View this OPRA request & responses online:

https://opremachine.com/request/spending_529

Please note that in some cases publication of requests and responses will be delayed.

If you find this service useful as an OPRA custodian, please ask your web manager to link to us from your organisation's website.

"OPRAmachine's mission is to give people easy and affordable access to New Jersey public records.

For more information, contact us at: (732) 707-1628 or PO Box 3180, New Brunswick, NJ 08903."
