



MANCHESTER TOWNSHIP

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OFFICE OF THE TOWNSHIP CLERK

TERI GIERCYK, RMC, CMC
TOWNSHIP CLERK

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August 9, 2023

Mr. Integrity

Email address: opra+request-49354-4426b9e2@requests.opramachine.com

Re: OPRA Request 2023-478

Dear Mr. Integrity

The Township of Manchester received your open Public Records Act (OPRA) request on **August 2, 2023**. The official Record Custodian Teri Giercyk, received your OPRA request on **the same date**. As such, the seven (7th) business day deadline to respond to your request is **August 11, 2023**. This response to your request is being provided to you on the seventh (5th) business day after the custodian's receipt of said request.

Your OPRA request sought access to the following:

"Please provide any and all emails to and from the personnel office and Tamara Goble that include one or all of the following in the subject or body of the email: Chief, Robert, Rob, Bob, Bobby, Dolan, Captain, Vincent, Vin, Vinny, Vinnie, Manco, donate, donation, donated, sick, leave, time, accrued, or exhausted. The request is for emails from March 1, 2023 until present (August 2, 2023)."

Your request requires additional time beyond the seven (7) business days to fulfill. 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."

A thirty (30) business day extension is needed to fulfill this records request. Therefore, that date records will be available is September 21, 2023. We will of course send records as soon as they are available.

Should you have any questions, feel free to contact my office.

Sincerely,

A handwritten signature in blue ink that reads "Teri Giercyk".

Teri Giercyk, RMC/CMC
Municipal Clerk