

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: Faith Little
opra+request-94049-9dbc7af9@requests.opramachine.com

DATE: August 4, 2026

The Town of Westfield received your Open Public Records (OPRA) request on August 4, 2026, for which you sought access to the following:

- Annual salaries of health department employees - Helen Mendez & Megan Avallone - every year from 2019 thru 2026. Include base pay as well as any overtime & grant money received for years 2019 thru 2026.

OPRA requires that custodians must ordinarily grant immediate access to salary 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 August 13, 2026.

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: August 4, 2026



Maureen Lawshe, RMC
Town Clerk