

Kathy Spofford

From: Lisa Lewand <neegagner@gmail.com>
Sent: Thursday, March 22, 2018 6:38 PM
To: Kathy Spofford
Subject: Fwd: Public Records Request

Hello Kathy,

I am forwarding my records request that I sent to Mr. Kreidler on Tuesday evening. I have not received a confirmation of receipt, hence the reason I am sending to you.

Thank you.

Lisa Lewand

----- Forwarded message -----

From: Lisa Lewand <neegagner@gmail.com>
Date: Tue, Mar 20, 2018, 8:32 PM
Subject: Public Records Request
To: James Kreidler <jkreidler@townsend.ma.us>

Dear Mr. Kreidler:

This is a request under the Massachusetts Public Records Law (M. G. L. Chapter 66, Section 10).

I request that I be provided copies of the following records:

Gordon Clark's notes from the Board of Selectmen's meeting on 3/20/18.

I recognize that you may charge reasonable costs for copies, as well as for personnel time needed to comply with this request. Electronic copies instead of paper would be acceptable. If you need me to supply a thumb-drive, let me know. If you expect costs to exceed \$10.00, please provide a detailed fee estimate before proceeding. The Public Records Law requires you to provide me with a written response within 10 business days. If you cannot comply with my request, you are statutorily required to provide an explanation in writing. Please respond to this email when you receive it in your office so I may have a record of your receipt for my records.

Sincerely,

Lisa A. Lewand

3 Wyman Road

West Townsend, MA. 01474

Lisa Lewand



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