

From: Veronica Kell
To: rao@townsend.ma.us
Cc: [Nikolis Gualco](#); [Lyndsy Butler](#)
Subject: Conservation Commission Public Records Request
Date: Tuesday, July 18, 2017 3:18:28 PM

July 18, 2017

Kathy Spofford, Town Clerk

Memorial Hall

272 Main St

Townsend, MA 01469

Re: Massachusetts Public Records Request

Dear Ms. Spofford:

This is a request under the Massachusetts Public Records Law (M. G. L. Chapter 66, Section 10). I am requesting that I be provided a copy of the following records:

Conservation Agent Report and Recording of the Conservation Commission Meeting

for the dates 6/21/2017, 7/5/2017, and 7/19/2017 (tomorrow's meeting).

This is a recurring request, as I would like to be provided this information after each Conservation Commission meeting going forward.

I recognize that you may charge reasonable costs for copies, as well as for personnel time needed to comply with this request. I can provide a thumb drive and come to the Land Use office at a time that is convenient for the transfer of these records.

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.

Sincerely,

Veronica Kell

68 Meadow Rd, Townsend, MA

978-597-5163



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