

## Kathy Spofford

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**From:** kellymkelly@comcast.net  
**Sent:** Wednesday, October 04, 2017 2:49 PM  
**To:** rao@townsend.ma.us  
**Subject:** Public Records Request

Hello,

May I please be provided with the following:

1. Any e-mails that exist between the ethics department and the town administrator and/or Board of Selectmen since January 1, 2017.
2. Any emails that exist between the town administrator, union representative and/or Board of Selectmen regarding the swapping of staff in the town clerk's office and the town administrator's office
3. A copy of any quarterly report sent by the Fire Chief or Police Chief to their respective staff or town administrator since January 1, 2017.

Thank you,

Kelly



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