

From: kellymkelly@comcast.net
To: [Kathy Spofford](#); kellymkelly@comcast.net
Cc: jkreidler@townsend.ma.us; sjs488@comcast.net
Subject: Public Records Request
Date: Sunday, April 30, 2017 7:22:30 PM

Town Administrator Town of Townsend Massachusetts, 01469 RE: Massachusetts Public Records Request This is a request under the Massachusetts Public Records Law (M. G. L. Chapter 66, Section 10). I request that I be provided with the following: 1. A list of all municipal budget transfers (including amounts) performed in May and June 2016. 2. All legal bills from April 2016 through April 2017 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 each, please provide a detailed fee estimate for EACH request 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, Kelly Kelly 5 Taurus Lane Townsend, MA 01469

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