

Carolyn Smart

From: Stephen Sheldon <sjs488@comcast.net>
Sent: Saturday, July 15, 2017 12:06 PM
To: rao@townsend.ma.us; Kellymkelly@comcast.net; jkreidler@townsend.ma.us
Subject: Massachusetts Public Records Request

Today's Date: July 15, 2017

RAO

Townsend, MA 0169
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:

Board of Selectmen Meeting Minutes for the following - 1-17-2017 / 2-6-2017 / 2-14-17 / 3-14-17 / 3-28-17 / 4-6-2017 / 4-21-2017 / 6-13-2017 / 6-27-2017 / 7-13-2017

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Open meeting law requires these minutes to be made public within a timely manner. There are minutes not available going back 6 months.

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I am requesting an exception to any charges as , these minutes should of been readily available.

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 calendar 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,
Stephen Sheldon

18 Horseshoe Dr

West Townsend, MA 01474



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