
From: Stephen Sheldon <sjs488@comcast.net>
Sent: Monday, August 21, 2017 2:49 PM
To: rao@townsend.ma.us; jkreidler@townsend.ma.us; Kellymkelly@comcast.net
Subject: Public Records Request

Today's Date: August 21, 2017

To: RAO, 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:

The internal investigation into Patricia A. Clark of 4 Libra lane, Townsend, MA. former employee at the Townsend Police Department. This investigation was referenced publicly at the disciplinary hearing for Lt. Mark Giancotti. .

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 J Sheldon

18 Horseshoe Dr

West Townsend, MA 01474