



The Commonwealth of Massachusetts
William Francis Galvin, Secretary of the Commonwealth
Public Records Division

Rebecca S. Murray
Supervisor of Records

February 25, 2019
SPR19/0293

Lisa A Howard
Town of Winthrop Public Schools
45 Pauline Street
Winthrop, MA 02152

Dear Lisa Howard:

I have received the petition of Douglas Moser of *NBC10 Boston* appealing the nonresponse of Town of Winthrop Public Schools (Schools) to a request for public records. G. L. c. 66, § 10A; see also 950 C.M.R. 32.08(1). Specifically, Mr. Moser requested records related to "quiet or calm or relaxation or time-out rooms (or any rooms that fall under 603 CMR 46.00)." Having received no response, Mr. Moser petitioned this office.

Under the Public Records Law and the Access Regulations (Regulations) all requests for public records must be met with a response within ten business days of receipt of the request. G. L. c. 66, § 10(a)-(b). The response may contain, among other things, an offer to provide records, a fee estimate for provision of the records, or a denial. G. L. c. 66, § 10(b). All records custodians must comply with both the Public Records Law and the Regulations with respect to the timeliness of response.

Despite the intervention by a staff member of the Public Records Division, it is my understanding that the Schools have not provided Mr. Moser a response to his request for records. Accordingly, the Schools are ordered to provide Mr. Moser with a response to the request, provided in a manner consistent with this order, the Public Records Law, and its Regulations without delay. A copy of any such response must be provided to this office. It is preferable to send an electronic copy of this response to this office at pre@sec.state.ma.us.

Sincerely,

Rebecca Murray

Rebecca S. Murray
Supervisor of Records

cc: Douglas Moser