



The Commonwealth of Massachusetts

William Francis Galvin, Secretary of the Commonwealth
Public Records Division

Shawn A. Williams
Supervisor of Records

August 20, 2015
SPR15/475

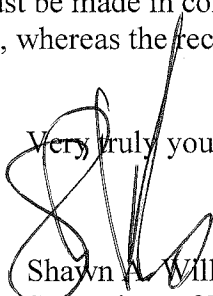
Ms. Michele E. Randazo, Esq.
Kopelman and Paige, P.C.
101 Arch Street
Boston, MA 02110

Dear Attorney Randazo:

I have received the petition of Cathleen Miranda appealing the nonresponse of the Town of Winthrop Police Department (Department) to her September 2, 2014 request for public records. G. L. c. 66 § 10(b); see also 950 C.M.R. 32.08(2). Specifically, Ms. Miranda requested a record regarding a specifically identified incident. After a lengthy delay in which Ms. Miranda sent correspondence queries to several Department staff members, Ms. Miranda appealed to this office. Subsequent to the June 25, 2015 opening of this appeal you provided a response, dated July 29, 2015. You indicated that your office serves as Town Counsel to the Town of Winthrop. In that response you provided responsive records.

Your response is dated July 29, 2015, three-hundred thirty days after Ms. Miranda's request. G. L. c. 4, § 7 (26); 950 C.M.R. 32 *et seq.* A record custodian must comply with a public records request as soon as is practicable, without unreasonable delay, and always within ten (10) calendar days. G. L. c. 66, § 10(a); 950 C.M.R. 32.05(2). The Department is advised that all responses to requests for public records must be made in compliance with the timeliness requirement of the Access Regulations. I find that, whereas the records were provided, this administrative appeal is closed.

Very truly yours,


Shawn A. Williams
Supervisor of Records

cc: Ms. Cathleen Miranda