



CITY OF
**SOUTH
PORTLAND**
Police

Chief Daniel Ahern
Chief of Police

Deputy Chief Kevin Gerrish
Deputy Chief of Police

February -15, 2024

MuckRock News
ATTN: Samuel Sinyangwe
DEPT MR 158349
263 Huntington Ave
Boston, MA 02115

Re: City of South Portland / Freedom of Access Act Request

Dear Samuel Sinyangwe:

The Freedom of Access Act request you made to the City of South Portland dated February 12, 2024 was received on the same day. This letter serves as acknowledgment of the City's receipt of such request and response to the same.

Please be advised that State law, 1 M.R.S. § 408-A, authorizes the City to charge a reasonable fee to cover the cost of copying as well as a fee of \$25 per hour after the two hours of staff time required to research, retrieve, and compile the requested public records. The photocopy charge is 10 cents per page. The Freedom of Access Act requires that you be informed in advance of the estimated cost of responding to your request if it is expected to exceed \$50. Further, if the estimated cost of responding to your request is expected to exceed \$100, the City requires payment in advance.

The City estimates that the staff time involved to research, retrieve, and compile the requested records will be 4 hours at a cost of \$50 (1st two hrs – free; additional hrs @ \$25/hr.). Copy charges would be over and above this amount.

The City anticipates having responsive records compiled within 3-5 weeks. (Compiling the public records will be scheduled at a time that will not delay or inconvenience the regular activities of the City departments involved in compiling the requested information.)

Please feel free to contact me with any questions or concerns. Thank you.

Sincerely,

/s/

Janet D. Vangeli
Administrative Information Assistant



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southportland.org/departments/police-department