



**STANDARD RIGHT-TO-KNOW REQUEST FORM**

DATE REQUESTED: 11/26/2019

REQUEST SUBMITTED BY: ☒ E-MAIL ☐ U.S. MAIL ☐ FAX ☐ IN-PERSON

NAME OF REQUESTER : West Easton Borough Constable

STREET ADDRESS : \_\_\_\_\_

CITY/STATE/COUNTY/ZIP(Required): West Easton, PA

TELEPHONE (Optional): \_\_\_\_\_

**RECORDS REQUESTED:** *\*Provide as much specific detail as possible so the agency can identify the information. Please use additional sheets if necessary*

1. Please supply electronic copies of the utility payments and tax payments made by all West Easton Borough Council members/ Mayor elected or appointed since 2016 for all years available, excluding Tom Nodoline, Bob Lewis, Gerald Gross and Lou Niko. Also include same for Bill Concolino.

DO YOU WANT COPIES? YES or NO

DO YOU WANT TO INSPECT THE RECORDS? YES or NO

DO YOU WANT CERTIFIED COPIES OF RECORDS? YES or NO

**\*\* PLEASE NOTE: RETAIN A COPY OF THIS REQUEST FOR YOUR FILES \*\***  
**\*\* IT IS A REQUIRED DOCUMENT IF YOU WOULD NEED TO FILE AN APPEAL \*\***

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**FOR AGENCY USE ONLY**

RIGHT TO KNOW OFFICER: Joan Heebner

DATE RECEIVED BY THE AGENCY: 11-25-19

AGENCY FIVE (5) BUSINESS DAY RESPONSE DUE: 12-4-19

*\*\*Public bodies may fill anonymous verbal or written requests. If the requestor wishes to pursue the relief and remedies provided for in this Act, the request must be in writing. (Section 702.) Written requests need not include an explanation why information is sought or the intended use of the information unless otherwise required by law. (Section 703.)*



237 SEVENTH STREET, WEST EASTON, PA 18042-6172 610-252-6651 FAX: 610-252-6993

December 4, 2019

Tricia Mezzacappa  
West Easton Borough Constable  
817 Ridge Street  
West Easton, PA 18042

Dear Ms. Mezzacappa;

On November 25, 2019, I received your request for: "1. Please supply electronic copies of the utility payments and tax payments made by all West Easton Borough Council members/Mayor elected or appointed since 2016 for all years available, excluding Tom Nodoline, Bob Lewis, Gerald Gross and Lou Niko. Also include same for Bill Concolino."

Pursuant to Section 902(a) of the RTKL, an additional 30 days are required to respond because the request may require redaction in accordance with Section 706 of the RTKL; the extent or nature of the request precludes a response within the required time period.

I expect to respond to your request on or before January 3, 2020.

Sincerely,

Joan Heebner  
Secretary/Manager  
BoroughManager@WestEastonBorough.org