

9/19/17

Right to Know Law Request log

<u>Date of Request</u>	<u>Name of Requestor</u>	<u>Address</u>	<u>Information Requested</u>	<u>Date Fulfilled</u>	<u>Emp's involved</u>	<u>TOTAL hours</u>
2/29/16	K. Simone	Alton Bay	School District financial records, surplus	3/1/2016	2	0.5 hour
8/16/16	Jeff Clay	Alton, NH	Attorney invoices from 8/16/16 going back three years	8/18/2016	1 + atty	6+ hours
			Town attorney's contract	8/18/2016	1	0.5 hour
			Email log for previous Town Administrator going back two years (Request temporarily withdrawn on 8/22/16)			
			Emails of current Town Administrator since date of hire (Request temporarily withdrawn on 8/22/16)			
8/16/16	Jeff Clay	Alton, NH	Ordinances established by the Board of Selectmen	8/16/2016	2	0.5 hour
			Policies established by the Board of Selectmen	8/16/2016	3	0.5 hour
			Copy of Town Administrator contract	8/16/2016	2	0.5 hour
			Copy of Town Administrator job description	8/16/2016	1	1 hour
			Money allocated for and spent on the Senior Center during 3 years	8/16/2016	1	0.5 hour
8/16/16	Jeff Clay	Alton, NH	Anonymous letter	8/16/2016	2	0.5 hour
8/17/16	Jeff Clay	Alton, NH	Hand passed notes during Selectmen's meeting	8/17/2016	2	0.5 hour
8/16/16	Jeff Clay	Alton, NH	Town Attorney invoices going back three years	8/18, 8/19	2 + atty	6+ hours
			Town Attorney contract	8/18, 8/19, 10/4	1	0.5 hour
			Email log for previous Town Administrator going back two years	8/18, 8/19	3	2 hours
			Emails of current Town Administrator since date of hire	8/18, 8/19	3	8+ hours
8/30/16	Jeff Clay	Alton, NH	Town Attorney contract	9/6, 10/4	1	1 hour
			Amount of annual retainer for Town Attorney	9/6/2016	1	0.5 hour
			Pearson Road Sr/Comm Ctr expenditures from \$125,000 warrant article	9/6/2016	2	1 hour
10/11/16	Jeff Clay	Alton, NH	Invoices from Town Attorney from 1988 to 2012	10/17, 11/4	2 + atty	8+ hours
2/3/17	Jeff Clay	Alton, NH	Money paid to Town Attorney from "beginning of time" to 2/3/17	2/8, 2/13	2 + atty	2+ hours

2/9/17	Jeff Clay	Alton, NH	Documents and emails concerning each nonprofit warrant article at 2017 Deliberative Session	2/14/2017	2	1.5 hours
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2/10/17	Jeff Clay	Alton, NH	Nonpublic meeting minutes	2/14/2017	1	0.5 hour
			Documents concerning the Life Ministeries warrant article	2/14/2017	1	0.5 hour
2/10/17	Jeff Clay	Alton, NH	Video of 2017 Deliberative Session	2/14/2017	1	0.5 hour
2/13/17	Jeff Clay	Alton, NH	Documents concerning the St Katharine Drexel Church 2017 election site	2/14, 3/21	2	2 hours
2/14/17	Jeff Clay	Alton, NH	Bids and contracts for paving at Pearson Road Sr/Comm Ctr	2/15/2017	2	1 hour
			Money paid to Timothy MacDonald 'T-Mack' from 1/1/16-12/30/16	2/15/2017	2	0.5 hour
2/15/17	Jeff Clay	Alton, NH	Documents from Selectmen or Town Administrator re: requests by citizens to speak at Selectmen's meeting	2/21, 3/2	2	2 hours
			Documents showing Selectmen approval for all appointments at Selectmens meeting	2/21, 3/2	2	2 hours
2/15/17	Jeff Clay	Alton, NH	Public and nonpublic minutesof P&R subcommittee in 2016	2/16/2017	2	0.5 hour
2/16/17	Jeff Clay	Alton, NH	Minutes of the 2017 Deliberative Session (to inspect)	2/16/2017	1	0.5 hour
			Minutes of the 2/8/17 Budget Committee minutes and 2/8/17 Selectmens minutes (to inspect)	2/16/2017	2	0.5 hour
2/17/17	Jeff Clay	Alton, NH	Minutes of the 2017 Deliberative Session (copy electronically)	2/22/2017	3	0.5 hour
			Minutes of the 2/8/17 Budget Committee minutes and 2/8/17 Selectmens minutes (copy electronically)	2/22/2017	2	0.5 hour
1/0/00	Jeff Clay	Alton, NH	Deed to West Alton Comm Center	2/22/2017	3	0.5 hour
2/21/17	Jeff Clay	Alton, NH	Documents giving the Historical Society care and control over W Alton Comm Center	2/22/2017	1	0.5 hour
			Documents and emails between Town and AG's office re: 2017 Deliberative Session	2/22/2017	1	0.5 hour
2/23/17	R. Carr	Alton, NH	Letter by Reuben Wentworth read into Selectmen's meeting 2009-2011	3/2, 3/6	2	2 hours

3/2/17	SmtProcure	Florida	Purchasing records from 1/1/10 to 3/2/17 (Request withdrawn on 3/9/17)	3/7/2017	2 + atty	2 hours
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3/16/17	Jeff Clay	Alton, NH	Minutes of Budget Committee and Selectmen approvals on 2017 warrant articles	3/22/2017	1	0.5 hour
3/16/17	Jeff Clay	Alton, NH	Copies of collection notices mailed out related to ambulance services in 2016	3/22, 3/23	4 + Comstar	8+ hours
			Documents regarding money received related to ambulance services in 2016	3/22, 3/23	5 + Comstar	8+ hours
3/27/17	Jeff Clay	Alton, NH	Workshop minutes public and nonpublic from 1/1/16 - 3/27/17 electronically	3/30/2017	1	0.5 hour
3/28/17	D. Foss	Barnstead	Chain of custody of deposit of US notes and Federal Reserve Notes as compensation to employees	3/30, 4/5	3 + atty	6+ hours
4/27/17	Jeff Clay	Alton, NH	Revenues and expenditures of ambulance services from 1/1/2000 - 4/27/17	5/1/2017	3	1 hour
5/1/17	Jeff Clay	Alton, NH	"financial register if you will" indicating revenue sources and expenditures on ambulance, not town reports	5/3/2017	3	3 hours
5/8/17	Jeff Clay	Alton, NH	Verbal request on site - ambulance expenditures and revenues	5/8/2017	3	0.5 hour
5/9/17	Jeff Clay	Alton, NH	Documents regarding ambulance and equipment fund established in 2000 including expenditures and rev's	5/11/2017	2	1 hour
5/11/17	Jeff Clay	Alton, NH	Names, positions, money paid out to all emps in the "wage" line in the ambulance budget from 1/1/03 - 5/1/17	5/17/2017	3	1.5 hours
5/18/17	Jeff Clay	Alton, NH	Expenditures from Fire Department "as far back as we have them in electronic format"	5/24/2017	2	0.5 hour
5/18/17	Jeff Clay	Alton, NH	Documents and emails concerning the purchase of the new ambulance	5/24, 6/8	6	16+ hours
5/23/17	Jeff Clay	Alton, NH	Documents establishing the Alton NH Fire Department as a department of the Town of Alton NH	5/24/2017	5 + atty	2 hours

5/23/17	Jeff Clay	Alton, NH	Employment contracts of all employees of the Alton NH Fire Department	5/24/2017	2	0.5 hour
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5/23/17	Jeff Clay	Alton, NH	Documents and emails pertaining to ambulance billing	3/27,4/12,5/8,5/24	5	40+ hours
5/24/17	Jeff Clay	Alton, NH	Documents establishing the Alton NH Fire Department as a department of the Town of Alton NH	5/25/2017	1 + atty	2 hours
5/25/17	Jeff Clay	Alton, NH	List of all Fire Department and Ambulance Department employee wages for 2016	5/25/2017	2	1 hour
5/25/17	Jeff Clay	Alton, NH	List of 2016 step wages for each employee of Fire and Ambulance Department	5/25/2017	2	1 hour
5/25/17	Jeff Clay	Alton, NH	Ambulance tracking report for "as far back as possible"	5/25, 5/26	3 + Comstar	2 hours
6/8/17	Jeff Clay	Alton, NH	Approval of expenditures for the ambulance accessories	6/12/2017	3	1 hour
6/26/17	Jeff Clay	Alton, NH	Minutes of 2016 Public Participation policy amendment	6/27/2017	2	0.5 hour
6/27/17	Jeff Clay	Alton, NH	Police report on a response to SP residence	6/27, 6/28	3+atty	2 hours
6/27/17	D. Foss	Barnstead	Weekly wage payment method to employees	6/27/2017	1 + atty	0.5 hour
6/27/17	Jeff Clay	Alton, NH	Police emails to/from AG and Sheriffs Office about jeff clay	6/28/2017	2+atty	1.5 hours
7/10/17	Jeff Clay	Alton, NH	Minutes of BOS vote regarding 2016 anonymous letter	7/13/2017	1	0.5 hour
7/13/17	Jeff Clay	Alton, NH	Minutes of BOS vote regarding 2016 anonymous letter electronically	7/17/2017	1	0.5 hour
9/7/17	Jeff Clay	Alton, NH	List of Fire Association donation of money to the Town for last five years	9/11/2017	1+atty	0.5 hour
9/12/17	Jeff Clay	Alton, NH	Fire Assoc legal standing, membership roles, finances, records	9/15/2017	3	1 hour
9/11/17	Jeff Clay	Alton, NH	List of Fire Association donation of money to the Town for all of time. (Request withdrawn on 9/18/17)	9/14/17 & 9/18/17	4+atty	9.5 hours

9/15/17	Jeff Clay	Alton, NH	List of Fire Association documents, emails, agreements, donation receipts, deposits (no time frame given)	9/18/2017	2	0.5 hour
9/18/17	Atty Stephan Nix	Gilford	Information on Map 41 Lot 6-1 Echo Point	9/19/2017	pending	pending
9/18/17	D. Foss	Barnstead	Responses to 032817 RTK request on US notes and Fed Reserve notes used for wages	9/19/2017	1	1 hour
9/18/17	Jeff Clay	Alton, NH	Ambulance Fund checking and savings acct deposits and withdrawals back to date of creation	9/19/2017	pending	pending