



ESSEX POLICE DEPARTMENT



IMPORTANT PUBLIC RECORDS CHANGES

Governor Baker has signed into law the “Act to Improve Public Records” Bill H.4333, which becomes effective on January 1, 2017. As a result the Essex Police Department has issued the following changes to all public requests for police records:

Officer Daniel Bruce has been named the Records Access Officer for the Essex Police Department.

He can be contacted in person, by U.S. Mail or Email at the following:

1. In Person - at 24 Martin St., Essex, Massachusetts 01929
2. By Email - at dbruce@essexma.org
3. By U.S. Mail – Essex Police Department, 24 Martin St., Essex, MA 01929

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- I. All record requests will be responded to within 10 business days;
 - II. Specific Exceptions may apply for some records that cannot be released, therefore should any exemption apply, the requestor will be advised in writing;
 - III. Although the new public records laws allow for fees to be charged for public records, the Essex Police Department will not be charging these nominal fees for standard records requests;
 - IV. Should a records request require that fees be charged pursuant to the law, the following differentiation will be used to determine the fees:
 - a. Records Fees
 - b. Search and Segregation Fees
 - V. If additional questions need to be answered the public is invited to visit the Commonwealth of Massachusetts website at www.mass.gov and reference the Public Records Division or the Secretary of the Commonwealth of Massachusetts.