

April 29, 2011

Town Clerk
Town of Stony Point
74 East Main Street
Stony Point, New York 10980

Attention: Records Access Clerk

Re: FOIL request #7

Dear Sir or Madam:

Pursuant to the New York State Public Officers Law, please accept this letter as a Freedom of Information ("FOIL") request for the following documents:

1. A copy of each and every email and electronic document sent to and from Supervisor William Sherwood regarding any business of the Town of Stony Point whatsoever, including those located on Town of Stony Point owned computers, servers and systems, and those owned by others, including Supervisor Sherwood personally, for the period January 1, 2010 through April 11, 2011;

If the Town of Stony Point has the ability to retrieve or extract any of the above records or data that are maintained in a computer storage system with reasonable effort, please do so in accordance with the mandatory requirements of the New York State Public Officers Law § 89(3)(a). If the Town of Stony Point is denying any portion of the above request, this Office demands that the information sought be preserved and/or copied pending any challenge to the denial this FOIL request.

Failure of the Town of Stony Point to respond to this request within **five (5) days** either making such record available pursuant to this request, denying such request in writing or furnishing a written acknowledgment of the receipt of such request and a statement of the approximate date (which shall be reasonable under the circumstances of the request) when such request will be granted or denied, shall be considered a denial in accordance with the Public Officers Law § 89(3)(a), initiating the statutory period for appeal of said denial.

Thank you for your attention to this matter. Please contact this office if you require clarification of any of the above described records. If any portion of the above requested records becomes available, please advise this Office to facilitate inspection of the records that are available. Please advise this office of the fees associated with reproduction of any records that are sought herein.

Very truly yours,

Stephen J. Cole-Hatchard