

October 28, 2016

Terri Hallenbeck
Seven Days
P.O. Box 1164
Burlington, VT 05402

Dear Ms. Hallenbeck:

This is in response to the first half of your access to records request dated October 25, 2016. This part of your request seeks all letters, responses and payment of and for public records requests received and sent by the Lt. Governor's office from January 1, 2016 through October 25, 2016.

To complete this request, we compiled PDF copies of all responsive documents and created PDF documents of the two received payments. This returned 10 pages of request letters (4 total records requests), 12 pages of response letters, and whether the requestor has paid the bill (5 total pages).

PDF files of all responsive documents are attached. You will note we have redacted bank account numbers from the checks as they constitute personal information.

The total amount of senior-level staff time spent complying with your request was less than 30 minutes. As I am only authorized to charge you for the time that exceeds the first 30 minutes, there is no cost for the first half of this records request. There will be a cost to produce the remaining records that are responsive to your request. Please let me know if you would like an estimate.

Sincerely,

Rachel Feldman
Chief of Staff, Office of Lt. Governor Phil Scott