

December 23, 2025

VIA EMAIL

Ryan DiCenzo
on behalf of New England Convenience Store
& Energy Marketers Association (NECSEMA)
100 Franklin Street
Boston, MA 02110

Re: *Public Records Request to the Town of Dover*

Dear Mr. DiCenzo:

I am responding to your Public Records request to the Town of Dover (the “Town”) dated on December 17, 2025 and received by me on December 18, 2025 (“Request”) requesting all records, including but not limited to emails, text messages, letters, memos, contracts, invoices, grant applications, meeting minutes, public notices and draft documents from January 1, 2023 to present that reference: Nicotine-Free Generation, Tobacco-Free Generation, Generational ban, NFG, Birthdate ban, Model ordinance, Technical assistance, Grant funding, Bloomberg, or MTCP.

Please note that the Town will not produce otherwise responsive documents (if any) that contain attorney-client communications (see *Suffolk Contr. Co. v. Div. of Capital Asset Mgmt.*, 449 Mass. 444 (2007)), or are exempt from disclosure pursuant to G.L. c. 4, § 7(26)(a)-(u). That said, the Town is happy to produce the documents responsive to your request following payment of the fees referenced below.

As permitted pursuant to current state regulations, the estimated cost to the Town for searching for and providing an electronic copy of the documents you have requested is approximately Five Hundred and 00/100 Dollars (\$500.00). This amount includes 20 hours to gather and review the documents for any privileged or exempt information. Please note that the actual costs of collecting and producing the records may vary once the Town actually goes through the process. Please remit payment of the estimated fee to the Town Clerk to confirm your continued interest in receiving these records. The Town will not commence gathering the requested records until payment is received.

If you are not satisfied with this response by the Town, you have the right to appeal and seek redress through the Supervisor of Public Records (<https://www.sec.state.ma.us/pre/preapp/appidx.htm>), or through filing an appeal in Norfolk Court.

If you have any questions or concerns regarding this matter, please do not hesitate to contact me at fhoffman@doverma.gov or 508-785-0032, ext. 226.

Sincerely,

Felicia S. Hoffman, CMMC

ecc: Dover Town Administrator's Office