

March 12, 2026

Tanji Cifuni
562 Main Street
Melrose, MA 02176

Re: Outstanding Public Records Request — City of Melrose

Dear Records Access Officer:

I am writing to follow up on a public records request submitted to the City of Melrose through the City's public records portal on February 25, 2026, pursuant to the Massachusetts Public Records Law (M.G.L. c. 66, § 10). The ten-business-day response window has elapsed, and no fee estimate or responsive records have been provided.

Under Massachusetts law, responsive records must be provided within ten business days of a request (950 CMR 32.06(2)(d)), with extensions available only through the Supervisor of Records (M.G.L. c. 66, § 10(b)(vi)). No such extension has been sought. The compliance window has been substantially exceeded.

I respectfully request that the City provide all remaining responsive records within five (5) business days of receipt of this letter. If the production is not completed by that date, I intend to file a petition with the Supervisor of Records pursuant to 950 CMR 32.08.

Please do not hesitate to contact me if you have any questions.

Sincerely,

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