

The City of Waltham Police Department is in receipt of your request submitted to the Waltham Police Department Records Division on September 17, 2025 pursuant to the Massachusetts Public Records Law, which requests the following:

- Contracts, memoranda of understanding, and agreements with Flock Safety.
- Invoices, purchase orders, and financial records related to camera acquisition, installation, and maintenance.
- Documents identifying the locations and number of Flock Safety cameras installed.
- Policies, guidelines, or standard operating procedures regarding the use of Flock Safety cameras and data.
- Records of data retention, access logs, and sharing agreements with other agencies.
- Usage statistics, reports, or audits related to Flock Safety cameras.

Correspondence (including emails) between the department and Flock Safety from the start of the engagement to July 2025.

I request these records in electronic format where possible. If any portion is withheld, please cite the specific statutory exemption.

Please be advised that the Police Department's duty to respond to records requests extends only to records that are in existence and in the custody of the Police Department, and the Police Department is under no obligation to create records in response to your request.

Response to Request

Responsive records that are subject to mandatory disclosure under the Public Records Law will be provided upon payment of any applicable fees (noted below). Where permitted by law, however, such records or material contained therein may be withheld or redacted under any of the exemptions to the Public Records Law, other applicable provisions of law, and/or common law privileges, such as the attorney-client privilege. See, e.g., G.L. c. 4, §7(26); **Suffolk Construction Co. v. Div. of Capital Asset Mgmt.**, 449 Mass. 444, 449-450 (2007); 950 CMR 32.06(3).

- Contracts, memoranda of understanding, and agreements with Flock Safety.
- Yes

- Invoices, purchase orders, and financial records related to camera acquisition, installation, and maintenance.

Yes

- Documents identifying the locations and number of Flock Safety cameras installed.

No do not exist

- Policies, guidelines, or standard operating procedures regarding the use of Flock Safety cameras and data.

No do not exist, yet currently in review

- Records of data retention, access logs, and sharing agreements with other agencies.

No.

- Usage statistics, reports, or audits related to Flock Safety cameras.

No.

Correspondence (including emails) between the department and Flock Safety from the start of the engagement to July 2025.

Yes, exist must be compiled and reviewed

Finally, please note that nothing herein shall limit the Police Department's ability to assert applicable exemptions under state or federal law, as become apparent and appropriate following the search for, and segregation of, responsive records.

After the Police Department's initial, good-faith efforts in receipt of your request, the Police Department can inform you that, in general, it has the aforementioned records that are responded to above.

Fee Estimate

Based on its initial diligent work and documents produced above, the Police Department estimates that there are a number of records responsive to this request that require the Police Department to review a number of electronic emails (in excess of 4,500). Because the search, review and printing of these emails would require review to determine the appropriateness of their disclosure or protection from disclosure or redaction under various provisions of the Massachusetts (Federal) Public Records Law this is time-consuming.

Given the number of potentially responsive records to this request, it is estimated that it will cost \$700.00 to search for and locate electronic and hard copy records, which, at this stage is a very conservative estimate given the volume of records at issue. That amount is broken down as follows:

Title	Hours	Per Hour Cost
Captain Timothy Maher material)	20 hours (to conduct searches and remove investigative	77.12/ Hr (rate)
Reduced to \$25.00 per hour, as required		

Title	Hours	Per Hour cost
Luke Stanton, Esq. remove improper)	10 hours (to review and identify responsive documents after police	
		\$68.97/hr (Rate)

Reduced to \$25.00 per hour, as required.

TOTAL 30-2 = 28 hours = \$ 700

As permitted by law, you will be charged for employee search time, which is charged at the hourly rate of the lowest paid person capable of locating the responsive records, in accordance with 950 CMR 32.07(2)(i). The employee time detailed above is charged at the hourly rate of the lowest paid person capable of searching for the responsive records, in accordance with 950 CMR 32.07(2)(i), which shall not exceed \$25.00 per hour, unless otherwise authorized by the Supervisor of Records. Moreover, because the City has more than 20,000 residents, pursuant to the last Decennial U.S. Census, you will not be charged for the first two hours of work associated with this request, as noted above.

Please note that the actual cost of producing the records may vary once the Police Department begins preparing the records for response. At this time, it is anticipated that the Police Department will be able to produce most of the records electronically, subject to withholding or redaction. Please be advised, however, that if there are any responsive records that do contain exempt or otherwise privileged information, and if there are any documents that may only be redacted manually and not electronically (and thus must be printed prior to redaction), copying charges will apply at the rate of \$.05 per page.

Based on the foregoing, upon receipt of your payment in the amount of \$700.00 made payable to the City of Waltham, the Police Department will begin the requested work necessary to comply with your request. 950 CMR 32.06(2)(f). The Supervisor of Records has previously determined that the "Public Records Law requires a requester to pay a fee estimate prior to the agency or municipality conducting search, segregation and redaction of records, and prior to receipt of the records." See SPR 17/1005. Furthermore, in accordance with the regulations of the Supervisor, the Police Department is not required to provide you with any public records until all fees related to your requests are paid in full. 950 CMR 32.06(2)(f). The Police Department will provide a further basis if any records are withheld or redacted in compliance with the Public Records Law.

SUGGESTED MODIFICATION

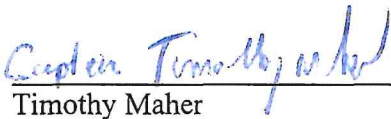
If you would like to modify your request and narrow the scope, the Police Department may be able to respond in a more cost effective and efficient manner, particularly with limited staffing and its significant public responsibilities.

If you feel a copy of our contract with Flock and our invoice for Flock is sufficient, I can send these two documents right back to you. Please let me know.

I understand you wish to remain anonymous, which is perfectly fine, however if you wish to discuss additional options in narrowing the scope of request you can certainly contact me by email and or my office phone. You can also continue with the department portal and note that your request be brought to my attention.

You may appeal this response to the Supervisor of Public Records pursuant to 950 CMR 32.08(1)(d). By law, the Supervisor is required to respond within 10 business days of receipt of your appeal. You may also seek judicial review of an unfavorable response by commencing a civil action in the superior court, under G.L. c.66, §10A(c).

Very truly yours,



Timothy Maher
Captain
Waltham Police Department

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