


## Tammy Hodgman

---

**From:** Tammy Hodgman  
**Sent:** Tuesday, September 10, 2024 11:39 AM  
**To:** Stephen Napolitano  
**Cc:** Mark Morrison; Barry A. Tibbetts  
**Subject:** RE: FW: Recent FOAAs

Hi Steve,

Outlook EML files are what the Town provides for all FOAA requests requesting emails. Microsoft Outlook is actually very widely used and we rarely get asked to convert or provide additional assistance to view these files. Under F.O.A.A., (1 M.R.S. § 408-A (6), (7)) we are not obligated to create a record that does not exist. We are obligated to provide it in the format which it exists. If you Google, “How to Open a EML File in Windows Without Outlook” you would find several free applications, options and directions that would work best for you and your system.

The 60 emails, including attachments, for your request for “ALL email from July 22, 2024 to Aug 26, 2024 that includes to or from either Barry Tibbetts, Jarrod Maxfield, Dave Nadeau or Mark Morrison in regards to the topic of the WINDHAM TOWN CLERK POSITION,” were provided on August 29<sup>th</sup>. I’ve now printed and scanned them so that they are in PDF format. The file has been added to the folder with the email files:  [Napolitano FOAA 8.26.2024](#)

Not taking our I.T. Manager’s time into account, this added process took more time than was considered “free”. We will waive the \$25 per hour charge (1 M.R.S. § 408-A (8.B.2.)) at this time. Should you want a hardcopy of the almost 400 pages of material we will need to charge the \$.10 per page cost. (1 M.R.S. § 408-A (8.A.)).

Thank you,

### **Tammy Hodgman**

Executive Assistant and Website Coordinator | tahodgman@windhammaine.us  
Town of Windham | Office of the Town Manager  
8 School Road | Windham, ME 04062 | [www.windhammaine.us](http://www.windhammaine.us)  
Ph. 207.892.1907 | Fax 207.892-1910

**PUBLIC HOURS:** Monday 7:00-5:00 Tuesday 7:00-6:00 Wednesday 7:00-5:00 Thursday 7:00-4:00

**NOTICE:** Under Maine’s Freedom of Access (“Right to Know”) law, documents – including emails – in the possession of public officials about town business are considered public records. This means if anyone asks to see it, we are required to provide it. There are very few exceptions. We welcome citizen comments and want to hear from our constituents, but please keep in mind that what you write in an email is not private and will be made available to any interested party.

---

**From:** Stephen Napolitano <snapacn@gmail.com>  
**Sent:** Tuesday, September 10, 2024 7:47 AM

**To:** Tammy Hodgman <tahodgman@windhammaine.us>

**Cc:** Mark Morrison <markmorrison@windhammaine.us>; Barry A. Tibbetts <batibbetts@windhammaine.us>

**Subject:** Re: FW: Recent FOAAs

I don't have outlook. My guess is many that in the public do not as well. Could you please set it in a form that is user friendly so the general public may also view these attachments?

On Tue, Sep 10, 2024, 7:36 AM Tammy Hodgman <[tahodgman@windhammaine.us](mailto:tahodgman@windhammaine.us)> wrote:

Steve,

According to our I.T. Manager you should have no problem if you are downloading them and using outlook. Nothing is blocked.

 [Napolitano FOAA 9.2.2024](#)

 [Napolitano FOAA 8.26.2024](#)

Thank you,

Tammy

---

**From:** Brett N. Burwell <[bnburwell@windhammaine.us](mailto:bnburwell@windhammaine.us)>

**Sent:** Tuesday, September 10, 2024 7:30 AM

**To:** Tammy Hodgman <[tahodgman@windhammaine.us](mailto:tahodgman@windhammaine.us)>

**Subject:** RE: Recent FOAAs

There is nothing blocking the attachments. The files need to be downloaded and opened in outlook to view the attachments.

---

**From:** Tammy Hodgman <[tahodgman@windhammaine.us](mailto:tahodgman@windhammaine.us)>

**Sent:** Tuesday, September 10, 2024 7:27 AM

**To:** Brett N. Burwell <[bnburwell@windhammaine.us](mailto:bnburwell@windhammaine.us)>

**Subject:** FW: Recent FOAAs

Is there a "security blocker" on our side. If the One Drive folder is set to read and not edit, would this have set a "security blocker".

---

**From:** Stephen Napolitano <[snapacn@gmail.com](mailto:snapacn@gmail.com)>

**Sent:** Tuesday, September 10, 2024 12:18 AM

**To:** Mark Morrison <[markmorrison@windhammaine.us](mailto:markmorrison@windhammaine.us)>; Barry A. Tibbetts <[batibbetts@windhammaine.us](mailto:batibbetts@windhammaine.us)>

**Cc:** Tammy Hodgman <[tahodgman@windhammaine.us](mailto:tahodgman@windhammaine.us)>

**Subject:** Recent FOAAs

Hello Mark and Barry,

Tammy has been very helpful with responding with my recent FOAAs which is much appreciated. All of my requests have the email attachments blocked as does on your meeting agenda for the September 10, 2024 meeting. Could you please release the security blocker in all cases mentioned to allow myself and the public access? Thank you for the consideration.

Sincerely,

Stephen