



John Paff <opengovtissues@gmail.com>

RE: Preservation of video recordings

1 message

Pat Frontino <PFrontino@glassboro.org>

Tue, Apr 21, 2015 at 3:04 PM

To: John Paff <paff@pobox.com>

Dear Mr. Paff:

As you already know, the State Records Council has no requirement for the amount of time a video surveillance recording is to be retained. Therefore, each municipality is left to establish their own time.

Thank you!*Pat Frontino***Patricia A. Frontino, RMC/MMC/CMR****Municipal Clerk****Borough of Glassboro****1 South Main Street****Glassboro, NJ 08028****(856) 881-9230 X88116****(856) 881-4248 (Fax)****pfrontino@glassboro.org****www.glassboroonline.com**

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From: opengovtissues@gmail.com [mailto:opengovtissues@gmail.com] **On Behalf Of** John Paff
Sent: Thursday, April 16, 2015 9:56 PM
To: Pat Frontino
Cc: Jill McCrea
Subject: Preservation of video recordings

Dear Ms. Frontino:

I write to you in your position as President of the Municipal Clerks Association of Gloucester County to seek the Association's help on an issue that arose out of my recent conversation with Washington Township Clerk Jill McCrea.

At issue is the proper period of time that municipalities are required to retain video recordings captured by video cameras installed in municipal buildings. On April 16, 2015, I submitted an OPRA request to Ms. McCrea for "copies of all videos of Township Clerk's office for period of March 31, 2014 from 2:30 p.m. and 4:30 p.m." I had requested this video because it was the subject of an OPRA suit that Jerry Keer had filed against Washington Township in 2014 (See, Keer v. Township of Washington, Docket No. GLO-L-667-14). Ms. McCrea told me that my request could not be fulfilled because the video no longer existed due to the computer associated with the camera being set to automatically re-record and overwrite videos after seven days had elapsed. Ms. McCrea told me that the Township administration had installed the video camera and established the seven-day overwrite schedule without any input from her.

I imagine that Washington is not the only municipality in Gloucester County that has installed security and other video cameras in their municipal facilities. I am concerned that many or most of these cameras may not be keeping video recordings in a manner consistent with State records retention requirements. Since the municipal clerks are the municipalities' records custodians, I would think that it might be a good idea for the Association to speak with its members about

such cameras and perhaps develop a consistent policy to ensure that the retention requirements are being obeyed.

Do you believe that this is an issue that the Association would be interested in investigating?

Thank you for your attention to this matter.

Sincerely,

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