



WILLIAM C. CAMPBELL
DIRECTOR

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June 17, 2021

15979
Richard D. Parker
Cyr Committee
35 Franklin St.
Lynn, MA 01902

Due Date: July 1, 2021

Dear Mr. Parker:

The Massachusetts campaign finance law requires a review of all reports to ensure they are legal, complete and accurate. A routine review of your report(s) revealed the following issue(s) which require further clarification:

Issue #1: Excess Contribution(s) Received

Your reports indicate that your committee received the following contribution(s) that appear to exceed the calendar year limit of \$1,000 that an individual can contribute to a candidate's committee:

<u>Date</u>	<u>Contributor</u>	<u>Amount</u>	<u>Amount to Refund</u>
1/25/2021	Thomas Carpi	\$500.00	
5/17/2021	Thomas Carpi	\$1,000.00	
			\$500.00
1/25/2021	Rick Costa	\$500.00	
5/20/2021	Rick Costa	\$1,000.00	
			\$500.00
1/25/2021	Richard Salvo	\$300.00	
5/17/2021	Richard Salvo	\$1,000.00	
			\$300.00
1/25/2021	Meryl Sevinor	\$500.00	
5/17/2021	Meryl Sevinor	\$1,000.00	
			\$500.00

Please review your records. If an excess contribution was received, the committee should refund the excess amount to the individual.

Issue #2: Clarify Expenditure Information

Expenditures must be reported with sufficient information to determine to whom and for what purpose payments were made. Your bank reported the following expenditure(s) with missing or unclear payee and/or purpose information:

<u>Date</u>	<u>Payee</u>	<u>Amount</u>	<u>Purpose</u>
5/3/2021	ALFREDO KITCHEN LYNN	\$119.24	
5/19/2021	AMAZON.COM*2L2 4 SEAT	\$72.20	
5/20/2021	AMAZON.COM*2L3 N SEAT	\$39.48	
5/28/2021	AMAZON.COM*2R0 O SEAT	\$89.22	
5/18/2021	AMAZON.COM*2R3 6 SEAT	\$24.42	
5/19/2021	AMAZON.COM*2R3 U SEAT	\$16.36	
5/21/2021	CM BISTRO LYNN /MA U	\$13.25	
5/20/2021	LA FOGATA COLOM LYNN	\$41.14	
5/24/2021	PARTY CITY BOPI 800-	\$111.47	
5/3/2021	Pine Hill Little League	\$100.00	
5/21/2021	TARGET 0 SALEM /MA U	\$199.86	
5/21/2021	TJMAXX Ñ0769 SALEM /	\$26.54	
5/24/2021	WENDY'S Ñ2498 LYNN /	\$20.85	

Please append your committee's bank report to accurately disclose the requested information. An instruction sheet has been attached.

Issue #3: Missing or Incomplete Occupation and Employer Information

The campaign finance law requires candidates and committees to request and disclose the occupation and employer for all contributors who give \$200 or more to a candidate or political committee in a calendar year. The law requires you to request this information at the time of solicitation, and if not received, to follow up with one written request. Your recently filed reports include records of individuals who have contributed \$200 or more but:

- Do not disclose their occupation and employer,
- Indicates that letters have been sent asking for additional information, or
- Includes ambiguous or incomplete information like "Businessman" or "Self-Employed."


For more information on how to disclose occupation and employer information please refer to Advisory Opinion 95-07 which can be found in the Legal Resources section of our website, <http://www.ocpf.us>.

If you have not already written to all contributors to request their occupation and employer, you should do so now. If you have asked for the information and the contributor has provided it to you, please add this information to your receipt records using Reporter 7 (an instruction sheet is attached). For those contributors who have not responded to your request, please send copies of the original letters to our office. After our review, we will return the letters to your committee.

In accordance with a ruling by the Supervisor of Public Records, this letter and all correspondence relating thereto is a matter of public record as of the date listed below. As such, it will be placed in the committee's public file at that time.

Please respond to this request by **July 1, 2021**. Please feel free to contact me if you have any questions or need assistance.

Sincerely,



Caroline Paras
cparas@cpf.state.ma.us
Auditor

cc: Darren P. Cyr

Issue #2 Instructions

Clarifying an Expenditure

1. Visit www.ocpf.us. On the right side of OCPF's homepage enter your CPF ID and Password then click the "Log In" button
2. Click on the red "Clarify an Expenditure (Bank-Reported)" tile
3. Review and agree to the legal terms at the top of the page by clicking the box
4. Select the applicable "Bank Reporting Period" date range and then click on the blue "Clarify" button to edit the expenditure that needs updating
5. Add the information in either the "Clarified Vendor" field and/or the "Clarified Purpose" field
6. When you have finished editing, click on the green "Save" button which automatically updates OCPF's public database

Issue #3 Attachment

<u>Date</u>	<u>Contributor</u>	<u>Amount</u>	<u>Occupation/Employer</u>
5/17/2021	Fitzroy Alexander	\$1,000.00	Contractor Self-employed
5/20/2021	Thomas Barry	\$500.00	
5/17/2021	Philip Brienzie	\$1,000.00	Construction Owner Self-employed
5/20/2021	James Brienzo	\$250.00	Builder Self-employed
5/17/2021	Kenneth Carpi	\$1,000.00	Real Estate Owner Self-employed
5/20/2021	Edward Champigny	\$1,000.00	Self-employed Contractor
5/20/2021	Paul M. Doherty	\$1,000.00	Realtor

5/17/2021	Rachel J. Falite	\$1,000.00	Real Estate Owner Self-employed
5/20/2021	Matthew D. Gateman	\$500.00	
5/17/2021	Omar Guerrero	\$1,000.00	
5/17/2021	Douglas Hyde	\$1,000.00	Property Manager Self-employed
5/20/2021	Bianca Ma	\$1,000.00	
5/20/2021	Agustin A. Mendez	\$1,000.00	Landscaper Self-employed
5/20/2021	William Nicholson	\$500.00	Contractor Self-employed
5/17/2021	Dean W. Phillips	\$1,000.00	
5/20/2021	Joseph J. Jr. Pulgini	\$500.00	
5/20/2021	Miguel A. Ramirez Felipe	\$1,000.00	Landscaper Self-employed
5/17/2021	Ralph Sevinor	\$1,000.00	Real Estate Developer Self

Adding/Updating Occupation and Employer Information

1. Visit www.ocpf.us. On the right side of OCPF's homepage enter your CPF ID and Password then click the "Log In" button
2. Click on the green "Update Occupation/Employer" tile
3. Review and agree to legal terms at the top of the page by clicking the box
4. Click on the blue "Update" button next to the applicable contributor record
5. Add/Edit the occupation and employer information in the fields provided for the contributor and click on the green "Save" button to update the record with OCPF

The information about a contributor's occupation and employer should be as specific as possible. Unless the actual business name is provided in the Employer field, generic terms for an individual's occupation, such as "self-employed," "businessman" or "restaurateur" should be avoided. Likewise, the actual name of an individual's employer should be used. Even if an individual owns his or her own business, the business name should still be used and ownership indicated, rather than use generic terms such as "self-employed." Finally, if an individual does not work outside the home, you should still describe his or her status, such as: "retired," "homemaker," "unemployed" or "student."