



WILLIAM C. CAMPBELL
DIRECTOR

THE COMMONWEALTH OF MASSACHUSETTS
OFFICE OF CAMPAIGN & POLITICAL FINANCE
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July 20, 2021

15979

Darren P. Cyr
Cyr Committee
50 Morton Hill Ave.
Lynn, MA 01902

Due Date: August 3, 2021

Dear Mr. Cyr:

This office previously requested information on certain matters related to campaign finance activity undertaken by you and/or your committee. Please see the following unresolved issue(s) that require your immediate attention.

Issue #1: 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.

Your response to this letter is required by **August 3, 2021**. This date cannot be extended since this is the second letter OCPF has sent to request information. Failure to respond to this letter by the aforementioned date will result in referring the matter to OCPF's legal department. Your anticipated cooperation in clarifying this matter is greatly appreciated.

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 such, it will immediately be placed in the committee's public file.

Sincerely,

A handwritten signature in black ink that reads "Shane Slater". The signature is written in a cursive style with a long horizontal flourish extending to the right.

Shane Slater
Audit Director

cc: Richard D. Parker

Issue #1 Attachment

<u>Date</u>	<u>Contributor</u>	<u>Amount</u>	<u>Occupation/Employer</u>
5/20/2021	Thomas Barry	\$500.00	
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	Bianca Ma	\$1,000.00	
5/20/2021	Agustin A. Mendez	\$1,000.00	Landscaper Self-employed
5/17/2021	Dean W. Phillips	\$1,000.00	
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."