

**COMPLAINT OF ALLEGED OPEN MEETING LAW VIOLATION**  
**Town of Fairlee, Vermont**

This complaint form may be used at the convenience of any person who wishes to lodge a complaint against a public body of the Town of Fairlee, Vermont for an alleged violation of Vermont's Open Meeting Law. Pursuant to 1 V.S.A. § 314, any person aggrieved by a violation of that law must provide the public body with written notice that alleges a specific violation and requests a specific cure of such violation.

Complainant's Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Phone and/or Email Address: \_\_\_\_\_

**BASIS FOR COMPLAINT AND REQUEST FOR CURE:**

Public body that is alleged to have violated the law: \_\_\_\_\_

Please provide a statement of the alleged, specific violation of 1 V.S.A. § 310 et seq.:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Please provide a specific request for and adequate cure of the alleged violation:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

You may attach additional sheets to this form if you need additional space.

Please submit this document in person to the Town Clerk, Town Administrator, or the Chair of the Public Body subject to the allegation. The complaint may also be mailed to:

Town of Fairlee  
P.O. Box 95  
Fairlee, VT 05045

The public body will respond publicly to a written complaint during the course of a public meeting held within 7 business days from receipt of the complaint. In responding to the complaint, the public body must either:

- a) Acknowledge the alleged violation and state an intent to cure within 14 calendar days, OR;
- b) State that the public body has determined no violation occurred.

In addition to the above, the public body may also respond to the complaint by letter addressed to the complainant.

*NOTE: The public body may also decide to take no action at all, in which case its failure to respond to a written notice of alleged violation within seven business days will be treated as a denial of the violation.*