

# Town of Rutland, Vermont

Municipal Town Hall

181 Business Route 4  
Center Rutland, VT 05736



V. (802) 773-2528

F. (802) 773-7295

[www.RutlandTown.com](http://www.RutlandTown.com)

## TOWN OF RUTLAND OPEN MEETING LAW COMPLAINT FORM

Name of individual submitting complaint and contact information - Type or print clearly.

Your name: \_\_\_\_\_

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

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

Email: \_\_\_\_\_ Telephone(s): \_\_\_\_\_

Signature: \_\_\_\_\_

### FACTUAL DESCRIPTION OF THE COMPLAINT:

Prior to bringing a civil action in the Civil Division of the Superior Court in the county in which the alleged violation has taken place for appropriate injunctive relief or for a declaratory judgment, Vermont law requires any person aggrieved by an alleged violation of the Open Meeting Law to provide the public body with written notice alleging a specific violation and requests a specific cure of such violation.

- Date and Time Occurred: \_\_\_\_\_
- Name of Public Body: \_\_\_\_\_
- Specific Violation Alleged: \_\_\_\_\_  
\_\_\_\_\_
- Specific Cure Requested: \_\_\_\_\_  
\_\_\_\_\_

Please provide any additional facts which may assist the Town in its investigation below:

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

If you need more space, please attach sheets to this form.

Submit this document, and any supporting documentation to:

Bill Sweet – Town Administrator  
Re – Open Meeting Law Complaint  
181 Business Route 4  
Center Rutland, VT 05736  
802-773-2528

**Official Use Only**  
Date Received: