



Town of Boscawen

116 North Main Street, Boscawen, NH 03303 | Telephone: 603.753.9188

Select Board

Members

Matthew T. Burdick
Chair

Lorrie J. Carey
Member

Bill R. Bevans
Member

Katie Phelps
Town Administrator

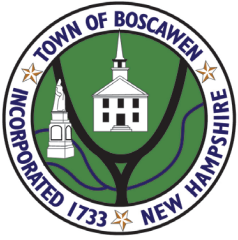
Formal Complaint Form

The Select Board has established a formal procedure for filing complaints within the Town of Boscawen. The Town requires a formal complaint form be filed with the Town prior to any investigation into the matter. *Forms completed anonymously or without current contact information will not be considered.*

The form below is available on our website or at the Municipal Building. Completed forms may be hand delivered to the Town Administrator, emailed to kphelps@boscawennh.gov or mailed to 116 North Main Street, Boscawen, NH 03303 – Attn: Boscawen Select Board. Once received, complaints will be reviewed by the appropriate official. We ask for your patience as we investigate your concern.

Please Note: The Town of Boscawen does not get involved in civil disputes. This form should be utilized only for complaints related to town personnel, health or nuisances within town, damage to property or perceived violations of Town of Boscawen ordinances.

The Town of Boscawen prohibits discrimination on the basis of race, color, national origin, sex, sexual orientation, religion, age, disability, marital or family status. Boscawen is an equal opportunity employer.



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FORMAL COMPLAINT FORM

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Bill R. Bevans
Member

Complainant's Information:

Name(s): _____

Address: _____

Contact Number: _____

Email Address: _____

Location of Complaint: _____

Description of Complaint:

Complainant's Signature

Date

FOR TOWN USE ONLY

RECEIVED BY: _____

DATE: _____

REFERRED TO: _____

DATE COMPLETED: _____

METHOD:

Phone

Written

In Person

ACTION NARRATIVE:

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