

ANIMAL COMPLAINT/INVESTIGATION POLICY:**SECTION I : AUTHORITY:**

This policy statement is established by the Board of Selectmen under authority granted them under the statutes of the State of New Hampshire to:

- A) Clarify and delineate the procedures under which citizens may seek relief of nuisances caused by dogs.
- B) To establish guidelines for the Windham Dog Control Officer in handling nuisance complaints relative to dogs.

SECTION II : COMPLAINTS:

It shall be the policy of the Dog Control Officer of the Town of Windham to investigate all complaints of dog nuisance. Complaints shall be investigated within three days.

SECTION III : INVESTIGATION:

- A) If, upon investigation of a dog nuisance complaint, the Dog Control Officer finds sufficient evidence to justify said complaint, the Officer may take whatever further action is warranted under the NH Statutes on dog nuisances.
- B) Investigation shall include contact with the dog's owner and, if necessary, a request for voluntary restraint of the animal.
- C) If investigation does not, in the opinion of the Officer, warrant the issuance of a formal Restraining Order, based on the evidence at hand, no such order shall be issued. The only additional action would be a District Court Complaint signed by original complainant, not the Dog Officer.
- D) Should the investigation by the Dog Control Officer result in obtaining sufficient evidence to warrant a formal Restraining Order and the animal's owner refuses to voluntarily restrain the animal, the Officer may issue a written Restraining Order.

SECTION IV : PUBLIC RECORDS:

The Dog Control Officer shall keep a record of all complaints, written or oral. All records of the Dog Control Officer shall be open to the public, with the exception of the identity of a complainant relative to his/her first claim regarding a particular address, which shall remain anonymous unless court action ensues.

SECTION V : AMENDMENTS:

This policy may, from time to time, be amended by a majority vote of the Board of Selectmen at a regularly scheduled Selectmen's meeting.

Adopted by the Board of Selectmen - March 22, 1976

M. Virginia Brady
William D. Hubbard
Peter H. Bronstein
Board of Selectmen

Re-codified and affirmed by the Board of Selectmen - May 11, 1998

Charles E. McMahon
Douglass L. Barker
Carolyn B. Webber
Margaret M. Crisler
Galen A. Stearns
Board of Selectmen

Amended by the Board of Selectmen - November 9, 1998, August 22, 2011