

# Ethics Complaint

Town of Bar Harbor, Maine

**Subject of the Complaint** \_\_\_\_\_

Enter the name of the person whom you allege violated the Ethics Ordinance

### Instructions

File this form with the Town Clerk. The Ethics Ordinance governs the handling of ethics complaints and requires that the Town Clerk reject your complaint if this form is incomplete, improperly completed or alleges an offense occurring more than five years prior to the date of filing.

Article III, §78-16 M.(5)

### Person Alleged to Have Violated the Ethics Ordinance

**Subject's Name** \_\_\_\_\_ **Date of Violation** \_\_\_\_\_ **Time of Violation** \_\_\_\_\_

**Location of Violation** \_\_\_\_\_

**Board, Committee or Other Agency Upon Which the Subject Serves** \_\_\_\_\_

### Nature of the Alleged Offense

**Town Code Section Alleged to Have Been Violated:** Section 78-\_\_\_\_\_ **State Law Section Alleged to Have Been Violated:** \_\_\_\_\_ MRSA

**Quotation of the Law Alleged to Have Been Violated** \_\_\_\_\_

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

Feel free to attach additional pages as needed.



**Your Contact Information**

**Complainant's Name** \_\_\_\_\_ **Phone** \_\_\_\_\_  
Please Print or Type

**Mailing Address** \_\_\_\_\_

**E-Mail Address** \_\_\_\_\_

**Confidentiality\***

During the filing of a complaint, preliminary review, investigation and hearing, no allegation, complaint, report, or information supplied to, generated by or received from the Commission, shall be disclosed to any third party by a complainant, accused, witness, designated party, employee, member or Commissioner, except upon the written request of the accused...

If the Commission makes a finding of no violation, the complaint and the record of its investigation shall remain confidential, except upon the request of the accused. No complainant, witness, designated party, employee or Commissioner shall disclose to any third party any information learned from the investigation, including knowledge of the existence of a complaint, which the disclosing party would not otherwise have known.

If the Commission makes a finding of violation: . . . (c) The Town Clerk shall make the finding and any discipline public not later than five business days after the termination of the hearing.

See Town Code §78-16M(4);O(1)(2)

**Affirmation of the Complainant**

I do hereby affirm that the information provided by me is true and correct to the best of my knowledge and belief. I understand that any false, misleading or untrue statements, accusations or allegations made by me either orally or in writing to any person investigating this complaint may subject me to civil and/or criminal prosecution. Further, I understand that I am required by the Ethics Ordinance to maintain strict confidentiality in regards to this complaint, its investigation and findings.

\_\_\_\_\_  
Complainant's Signature

\_\_\_\_\_  
Date

*Witnessed by:* \_\_\_\_\_  
Town Clerk's Signature

\_\_\_\_\_  
Date

**Checklist for Town Clerk's Review**

At what date \_\_\_\_\_ and time \_\_\_\_\_ was this complaint form received?

Yes \_\_\_ No \_\_\_ Was this form received within five years of the alleged violation?

Yes \_\_\_ No \_\_\_ Have all blanks on this form been completed?

Yes \_\_\_ No \_\_\_ Has this form been properly completed?

Yes \_\_\_ No \_\_\_ Have other pages been appended to this form?

If additional pages have been added, how many pages are in the complete document? \_\_\_\_\_

\_\_\_\_\_  
Town Clerk's Signature

\_\_\_\_\_  
Date