



Procedures for Dog Hearings

Applies to:	<i>Dog Hearings</i>
Select Board Original Adoption:	<u>August 11, 2015</u>
Amended on:	--
Last Reviewed by Select Board:	August 22, 2017

1. **COMPLAINT.** A written complaint must be filed with the Board of Selectmen. The Complaint shall provide their name, address and contact information. The complaint should describe and name the dog and fully identify the owner. The complaint should further specify why and how the dog is considered to be vicious. The Complaint shall provide a list of all individuals that may have knowledge of the issue. Specify all times, dates and reasons.
2. **HEARING.** Upon a receipt of a request for a hearing, the hearing will be included in the agenda for a regular meeting. The Town Administrator will notify the Animal Control Officer and all involved persons. Hearings will be held in Open Session.
3. **HEARING PROCEDURE.** The procedure for conducting a hearing in as follows:
 - a. **READ COMPLAINT.** Read complaint—fully identify and describe dog, present picture when available. NOTE: the hearing is being conducted under Chapter 140 of the MGL's.
 - b. **OATH.** Swear in complainant that all information and statements are the whole truth and nothing but the truth.
 - c. **REPORTS.** Hear reports from—Animal Control Officer and/or Health Agent and/or Animal Inspector. Make sure dog is fully identified here.
 - d. **WITNESS TESTIMONY.** Take testimony from complainants—directly question as to why dog is considered vicious or dangerous. Are they fearful of dog? Is there excessive barking, etc.?
 - e. **OWNER TESTIMONY.** Take testimony from owner and/or others speaking on his behalf.
 - f. **DECISION.** At the conclusion of the hearing the Board may render its decision or take the matter under advisement, announcing the intended date of decision.
 - g. **OTHER.** Unless requested by the Board, the dog shall not attend the hearing.