



**Williston Police Department
Citizen Complaint Form**

Dear Valued Community Member,

Establishing and maintaining a relationship of trust and confidence between employees of the Williston Police Department and the community they serve is essential to fulfilling our policing role. It must be recognized that police officers and our civilian employees must be free to exercise their best judgment and initiate enforcement actions in a reasonable, lawful, and impartial manner without fear of reprisal, but must do so while respecting the rights of all persons.

The Williston Police Department acknowledges its responsibility to establish a system of complaint and disciplinary procedures which, not only subject the officers or civilian employees to corrective action if needed, but will also protect them from unwarranted criticism when employees discharge their duties properly.

The purpose of any complaint process is to identify deficiencies and improve its delivery of services. Our complaint procedures are designed to provide a prompt, open, and expeditious disposition for your grievances regarding the conduct of our employees. To this end, persons are encouraged to bring concerns about our operations and the conduct of our employees forward whenever they believe that such actions are improper.

Sincerely,

Todd C. Shepard
Chief of Police

Please Note

As a complainant, you should be aware that the officers and civilian staff have the right, as do all citizens, to pursue civil actions against a person making false claims of improper actions. In addition, the department takes seriously, all complaints against its employees and will pursue criminal sanctions for people who intentionally file false and/or misleading claims against our employees pursuant to Title 13 VSA Section 1754, which states:

- A. A person who knowingly gives false information to any law enforcement officer with the purposes to implicate another shall be imprisoned for not more than one year or fined more than \$1,000.00 or both.***
- B. A person shall be imprisoned for not more than six months or fined more than \$500.00 if he/she:***
 - a. Reports to law enforcement authorities an offense or other incident within their concern knowing that it did not occur; or***
 - b. Pretends to furnish such authorities with information relating to an offense or incident when he knows he has no information relating to such an offense or incident.***

“Dedicated to protecting lives and property”
TODD C. SHEPARD, CHIEF OF POLICE