

# TOWN OF WOODSTOCK

415 ROUTE 169  
WOODSTOCK, CONNECTICUT 06281-3039  
[WWW.WOODSTOCKCT.GOV](http://WWW.WOODSTOCKCT.GOV)

## Discrimination Complaint Procedure

Complaints pertaining to discrimination in any program funded or administered by the Town of Woodstock may be filed no later than 60 calendar days after the alleged violation with:

Allan D. Walker, Jr.  
First Selectman/Fair Housing Officer  
860-928-0208  
415 Route 169, Woodstock, CT 06281  
[firstselectman@woodstockct.gov](mailto:firstselectman@woodstockct.gov)

Complainants may also refer to the Town's Municipal Grievance Procedure or the Town's Employee Complaint Procedure located in the Town's Personnel Policies.

The Fair Housing Officer is responsible for the intake and processing of all housing complaints as well as implementation of the Fair Housing Action Plan activities. While not an expert in fair housing laws, the Fair Housing Officer is familiar with the complaint process and federal and state laws, which address fair housing.

Complainants also have the option of filing directly with U.S. Dept. of Housing and Urban Development (HUD), Commission on Human Rights and Opportunity (CHRO) or the CT Equal Employment Opportunity Commission (EEOC) or with all agencies simultaneously. The Fair Housing Officer will reasonably assist the complainant in submitting the complaint to the appropriate body by providing assistance in explaining the form and/or contacting the appropriate office and allowing the use of agency phones for communication. If a complaint is filed, a record will be kept showing the date, time, nature of the complaint and decision made in the complaint process.

- U.S. Dept. of Housing and Urban Development (HUD), New England Office, 10 Causeway Street, Suite 308, Boston, MA 02222-1092, 800-827-5005.

Notification must be within one year that you are a victim of discrimination. If you indicate that there is more than one act of discrimination, or that the discrimination is continuing, HUD must receive your information within one year of the last incident of discrimination.

- Commission on Human Rights and Opportunity (CHRO), Special Enforcement Unit, 21 Grand Street, Hartford, CT 06106, 860-541-3403.

Complaints must generally be filed within 180 days of the date of the alleged act of discrimination or within 180 days of the date that you became aware of the act. Complaints must be in writing and under oath. Your reasonably written complaint must be filed in a Commission office and entered into the Commission records before the 180-day time frame expires.

ASSESSOR  
860-928-6929

BUILDING  
860-928-1388

HIGHWAY  
860-974-0330

INLAND/WETLANDS  
860-928-1388

PLANNING & ZONING  
860-963-2128

RECREATION  
860-928-3396

SELECTMEN  
860-928-0208

TAX COLLECTOR  
860-928-9469

TOWN CLERK  
860-928-6595

TREASURER  
860-928-5935

FAX #  
860-963-7557

- Boston Area EEOC Office, John F. Kennedy Federal Building, 475 Government Center, Boston, MA 02203, 800-669-4000.

Complaints must be filed within 180 calendar days from the day the discrimination took place.

- Connecticut Fair Housing Center, 221 Main Street, 4<sup>th</sup> Floor, Hartford, CT 06106, 888-247-4401.

If there is evidence of discrimination, the Connecticut Fair Housing Center will help you file a complaint with the proper agency or refer you to another attorney to file a lawsuit.

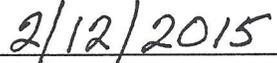
- Federal District Court or State Court

The complainant also has the option of filing suit, at his/her expense in Federal District Court or State Court within two years of an alleged violation.

Housing discrimination complaint forms such as Forms HUD-903.1 and HUD-903.A (Spanish version) from HUD and any guidance for filing a complaint published by the CHRO as well as a summary of actions which constitute housing discrimination and instructions for completing and filing housing discrimination complaints are available to all residents.

The Town of Woodstock has not received any complaints.

  
Allan D. Walker, Jr., First Selectman

  
Date