Town Clerk Date/ Time Stamp

Town of North Brookfield

Meeting Posting & Agenda

Pursuant to MGL Chapter 30A, § 18-25
All meeting notices and agenda must be filed and time stamped in the Town Clerk's Office and posted at least 48 hours prior to the meeting (excluding Saturdays, Sundays and Holidays)

Board or Committee	Town Administrator Search Committee	
Date & Time	February 22nd 6:30PM	
Meeting Location Public building: building & Room All others: full Address	BOS Office, Town offices, Main Street, NB	
Name of Chairman or Authorized Person	Michelle Petraitis	**Date:** 1/29/2024

AGENDA

Please list below the topics the chair reasonably anticipates will be discussed at the meeting

Meeting Open
Approve minutes of previous meeting
Mail/calls/communication
Old business:
Review applications & interview notes
Discuss candidates
New Business:
TBD
Public comment period
Adjourn

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Town of North Brookfield

Minutes

Board or Committee	
Date & Time	
Meeting Location	BOS Office, Town offices, Main Street, NB
Members Present	
Members Not Present	

The meeting was called to order at _____ and adjourned at _____

Minutes from the _____ meeting were reviewed & approved as written.

Meeting Motions / Actions and Summary of Discussions:

List of Documents and Other Exhibits used at Meeting:

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-
-

Minutes respectfully submitted by: _____

Minutes Approved by Committee on: _____

Chairman Signature: _____