





Town Clerk Date/ Time Stamp

# Town of North Brookfield

## Minutes

|                            |  |
|----------------------------|--|
| <b>Board or Committee</b>  |  |
| <b>Date &amp; Time</b>     |  |
| <b>Meeting Location</b>    |  |
| <b>Members Present</b>     |  |
| <b>Members Not Present</b> |  |

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: \_\_\_\_\_