



Town Clerk Date/ Time Stamp

Town of North Brookfield

Minutes

Board or Committee	
Date & Time	
Meeting Location	
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: _____