**CITY OF BARRE
PUBLIC BODY MEETING MINUTES**

**Committee/board/task force:**

 **Date of meeting:**

**Location of meeting:**

**Members in attendance:**

 **Members absent:**

 **Others in attendance:**

 **Topic(s) Discussed (use additional sheets as necessary):**

**Action items (use additional sheets as necessary):**

1) Motion:

Mover/Seconder:

Result of vote (how many yes, how many no, pass, didn’t pass):

2) Motion:

Mover/Seconder:

Result of vote (how many yes, how many no, pass, didn’t pass):

3) Motion:

Mover/Seconder:

Result of vote (how many yes, how many no, pass, didn’t pass):

**Meeting adjournment**

Mover/Seconder:

Time:

Next meeting date/time/location (if known):

Person filing minutes: