



# *Town of Groveland*

## *Board of Selectmen*

### *Policy*

## Approval and Posting of Minutes

Minutes are to be presented to the BOS for review at the meeting following the meeting that generated the minutes (subsequent session). A vote on the minutes will not occur until the next regular meeting. This will allow time for the board members to review minutes for accuracy. Once they are added to the agenda to vote on, modifications may be made, and the board can vote to approve the minutes with such modifications at that time.

Once approved, the minutes will be made available for public distribution, upon written request, in accordance with M.G.L. c.66, §10.