



## TOWN SECRETARY

**To:** Mayor and Town Council  
**From:** Michelle Lewis Sirianni, Town Secretary  
**Through:** Bob Scott, Executive Director of Administrative Services  
Robyn Battle, Executive Director of Community Services  
**Re:** Ratification of Documents  
Town Council Meeting – August 23, 2022

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**Agenda Item:**

Consider and act upon a resolution ratifying the Mayor's signatures on certain documents.

**Description of Agenda Item:**

While in transition from the resignation of former Town Manager, Harlan Jefferson and Interim Town Manager, Ron Patterson, it was necessary for the Mayor to execute documents on behalf of the Town during such period.

This item will ratify and validate approval of the documents outlined within the resolution.

**Budget Impact:**

There are no budgetary impacts affiliated with this item.

**Legal Obligations and Review:**

Terrence Welch of Brown & Hofmeister, L.L.P., has approved the attached documents as to form and legality.

**Attachments:**

1. Resolution

**Town Staff Recommendation:**

Town Staff recommends approving a resolution ratifying the Mayor's signatures on certain documents.

**Proposed Motion:**

I move to approve a resolution ratifying the Mayor's signatures on certain documents.