



# TOWN OF KENNEBUNKPORT, MAINE

- INCORPORATED 1653 -

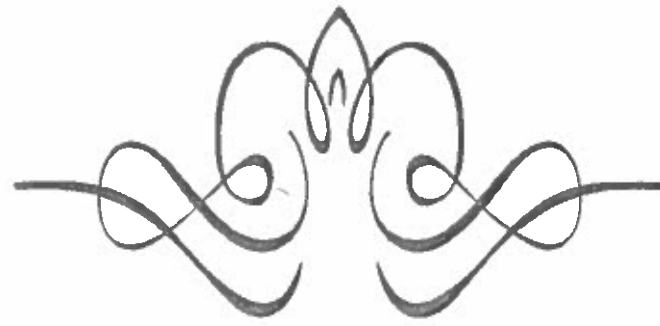
MAINE'S FINEST RESORT

**Board of Selectmen Agenda**

**Town Hall – 6 Elm Street**

**December 28, 2017 – 9:00 AM**

1. Call to Order.
2. Approve the December 12, and 14, 2017, selectmen meeting minutes.
3. Public Forum (This is an opportunity for anyone who wants to address the Board of Selectmen with any issue that is not on the agenda.).
4. Consider request from the Ad Hoc Senior Advisory Committee to extend its term ending January 31, 2018, to March 31, 2018.
5. Approve municipal quitclaim deed for John Everest for property located at map 22, block 99, and lot 47B.
6. Authorize the Town of Kennebunkport to issue up to \$2,000,000 in bonds for a wastewater treatment plant and pump station upgrades project.
7. Other business.
8. Approve the December 28, 2017, Treasurer's Warrant.
9. Adjournment.



# Agenda Item Divider



**Town of Kennebunkport  
Board of Selectmen Meeting  
Site Walk – 82 Ocean Avenue  
December 12, 2017 - Noon**

Minutes of the Selectmen's Meeting of December 12, 2017

**Selectmen Attending:** Stuart Barwise, Patrick A. Briggs, Allen Daggett, Edward Hutchins, and Sheila Matthews-Bull

**Others:** Gregory Burke, Heather Burke, Laurie Smith, Bill Walsh,

**1. Call to Order.**

Chair Briggs called the meeting to order at 12:00 PM.

**2. Sitewalk at 82 Ocean Avenue regarding application submitted by Gregory F. Burke and Heather R. Burke for construction of a dock system consisting of a wooden pier and a seasonal, temporary, floating dock and ramp.**

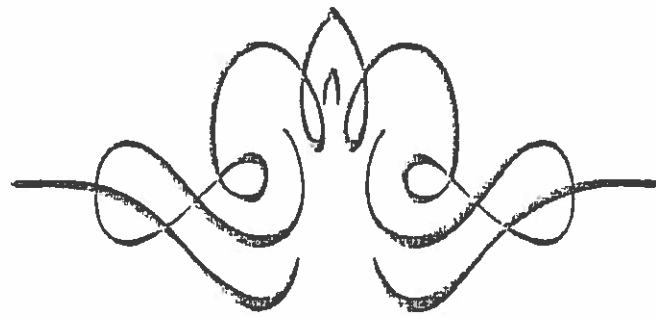
The Board reviewed the dock application.

**3. Adjournment.**

**Motion** by Selectman Daggett, seconded by Selectman Hutchins, to adjourn the meeting. **Vote:** 5-0.

The meeting adjourned at 12:10 PM.

Submitted by Arlene McMurray  
Administrative Assistant



# Agenda Item Divider



**Town of Kennebunkport  
Board of Selectmen Meeting  
Village Fire Station – 32 North Street  
December 14, 2017 – 5:30 PM**

Minutes of the Selectmen's Meeting of December 14, 2017

**Selectmen Attending:** Stuart Barwise, Patrick A. Briggs, Allen Daggett, Sheila Matthews-Bull

**Selectman Absent:** Edward Hutchins

**Others:** Gregory Burke, Cheryl Cox, Michael Davis, Brendan Donovan, David James, Hank Farrah, Jen Lord, Arlene McMurray, Laurie Smith, and others

**1. Call to Order.**

Chair Briggs called the meeting to order at 5:30 PM

**2. Executive Session pursuant to 1 M.R.S.A. § 406 (6) A to discuss personnel.**

**Motion** by Selectman Barwise, seconded by Selectman Daggett, to go into executive session pursuant to 1 M.R.S.A. § 406 (6) A to discuss personnel. **Vote:** 4-0.

The Board went into executive session at 5:30 PM and came out at 5:45 PM.

**Motion** by Selectman Barwise, seconded by Selectman Matthews-Bull, to appropriate \$5,000 from the budget as a bonus for Town Manager Laurie Smith. **Vote:** 4-0.

The Board agreed that Ms. Smith does a lot of behind the scenes work which is appreciated.

**3. Approve the November 22, 2017, selectmen meeting minutes.**

**Motion** by Selectman Daggett, seconded by Selectman Matthews-Bull, to approve the November 22, 2017, selectmen meeting minutes. **Vote:** 4-0.

**4. Public Forum (This is an opportunity for anyone who wants to address the Board of Selectmen with any issue that is not on the agenda.).**

Brendan Donovan, a resident of Kings Highway, brought in an old plot plan to show the Board. He said the Town does not own the street and he does not believe the Town has the right to renumber the addresses on Kings Highway. He requested that the Board engage with Town Counsel.

The Board will consider his suggestion. Chair Briggs added that the Board received five letters from residents regarding the renumbering of addresses on Kings Highway.

The auditors were not present yet, so item 6 was addressed next.

**6. Workforce housing presentation.**

Since the case studies were incomplete, this item was postponed to the January 22 meeting.

**7. Consider Dock Application for Gregory F. Burke and Heather R. Burke located at 82 Ocean Avenue.**

Town Manager Laurie Smith said this application was straightforward. All of the Board attended the sitewalk and did not see any problems.

**Motion** by Selectman Matthews-Bull, seconded by Selectman Barwise, to send the dock application for Gregory F. Burke and Heather R. Burke to Planning Board review. **Vote:** 4-0.

**9. Set number of shellfish licenses, license fees, and the length of the season.**

Ms. Smith read the recommendations from the Shellfish Committee and Shellfish Warden. (See Exhibit B).

**Motion** by Selectman Daggett, seconded by Selectman Barwise, to approve the number of shellfish licenses, license fees, and the length of the season. **Vote:** 4-0

The auditor arrived so item 5 was addressed next.

**5. Audit presentation by Hank Farrah of Runyon, Kersteen and Ouellette.**

Auditor Hank Farrah gave a glowing report of the Town's finances and said Treasurer Jen Lord was very well prepared for the audit. (See exhibit A).

**Motion** by Selectman Matthews-Bull, seconded by Selectman Barwise, to approve the audit. **Vote:** 4-0.

**8. Consider appointment of Edward Francis to the Planning Board.**

Edward Francis said after 40 years away, he returned to Maine in June and wanted to serve on a town board. He thought the Planning Board was a good match for his work experience.

Chair Briggs added that Mr. Francis came highly recommended.

**Motion** by Selectman Barwise, seconded by Selectman Matthews-Bull, to appoint Edward Francis to the Planning Board as an alternate member for a term expiring in July 2018. **Vote:** 4-0.

**10. Approve street opening permit for Kennebunkport Resort Collection, Ocean Avenue in front of #61 Kennebunkport Marina to install a new storm drain.**

**Motion** by Selectman Daggett, seconded by Selectman Barwise, to approve the street opening permit for Kennebunkport Resort Collection, Ocean Ave in front of #61 Kennebunkport Marina to install a new storm drain. **Vote:** 4-0.

**11. Accept donations to the Public Health Department for the emergency fuel fund.**

- a. Anonymous gift of \$25.00.
- b. Anonymous gift of \$100.00.
- c. The Flynn Family Foundation gave \$2,500.

**Motion** by Selectman Daggett, seconded by Selectman Matthews-Bull, to gratefully accept the anonymous donations of \$25.00 and \$100.00, and the \$2,500 donation from the Flynn Family Foundation, all for the Public Health Department's emergency fuel fund. **Vote:** 4-0.

**12. Accept donations to the Public Health Department's for the nursing account.**

- a. St. Anne's Church gave \$2,000.
- b. The Flynn Family Foundation gave \$2,500.

**Motion** by Selectman Matthews-Bull, seconded by Selectman Barwise, to accept the \$2,000 donation from St. Anne's Church and the \$2,500 donation from the Flynn Family Foundation to the Public Health Department's nursing account. **Vote:** 4-0.

**13. Accept the \$2,500 donation from the Flynn Family Foundation to the Public Health Department for the emergency food fund.**

**Motion** by Selectman Matthews-Bull, seconded by Selectman Daggett, to accept the \$2,500 donation from the Flynn Family Foundation to the Public Health Department for the emergency food fund. **Vote:** 4-0.

**14. Accept the \$900 donation from an anonymous donor to the Public Health Department for the general needs account.**

**Motion** by Selectman Daggett, seconded by Selectman Matthews-Bull, to accept the \$900 donation from an anonymous donor to the Public Health Department for the general needs account. **Vote:** 4-0.

**15. Approve 2018 Waste Hauling Permits.**

The Board received three waste hauling permit applications:

Casella Waste DBA Pine Tree Waste Services  
Oceanside Rubbish, Inc.  
Waste Management Maine-Portland

**Motion** by Selectman Barwise, seconded by Selectman Daggett, to approve the waste hauling permit applications for Casella Waste DBA Pine Tree Waste Services, Oceanside Rubbish, Inc., and Waste Management Maine-Portland.  
**Vote:** 4-0.

**16. Other business.**

**a. Critical dates for June 12, 2018, Annual Town Meeting.**

Ms. Smith announced the dates to have ordinance changes ready for June 12, and 16, 2018, Town Meeting.

The Board accepted these dates.

**b. Correspondence regarding E-911 addressing.**

Ms. Smith said the Board received letters from homeowners on Kings Highway regarding the address renumbering.

Selectman Barwise mentioned Brendon Donovan's announcement in public forum in reference to Kings Highway that the Town does not own the roads. He said in reference books in March 4, April 19, and April 27, and in the Annual Report pages 24 and 25, all in 1889, it looks like the road was actually taken by the Town. It appears it was never recorded in Alfred. He said it was worth looking into.

Selectman Matthews-Bull thanked all residents who came to Prelude, the police and highway departments, and all who helped make it a success.

**17. Approve the December 14, 2017, Treasurer's Warrant.**



**Motion** by Selectman Barwise, seconded by Selectman Daggett, to approve the December 14, 2017, Treasurer's Warrant. **Vote:** 4-0.

**18. Adjournment.**

**Motion** by Selectman Barwise, seconded by Selectman Matthews-Bull, to adjourn the meeting. **Vote:** 4-0.

The meeting adjourned at 6:28 PM.

Submitted by Arlene McMurray  
Administrative Assistant

# Town of Kennebunkport

## FINANCIAL OVERVIEW

Presented By: Hank Farrah  
[RUNYON KERSTEEN OUELLETTE](#)

### INSIDE

2. Summary of Audit Results
3. Fund Balances
4. General Fund - Revenues
5. General Fund - Expenditures
6. Unassigned Fund Balance as a Percentage of Expenditures
7. Unassigned Fund Balance - Comparatives
8. Revenue Distribution
9. Expenditure Distribution - 2017
10. Expenditure Distribution - 2016

### About this presentation

This presentation is intended as a tool to assist the Board of Selectmen and management in understanding its financial operating results. The information contained in this publication should be read in conjunction with the comprehensive annual financial report and should not be used for any other purposes without the expressed consent of [RUNYON KERSTEEN OUELLETTE](#).

Please contact us at 207-773-2986 or 1-800-486-1784  
20 Long Creek Drive, South Portland, ME 04106



# Town of Kennebunkport

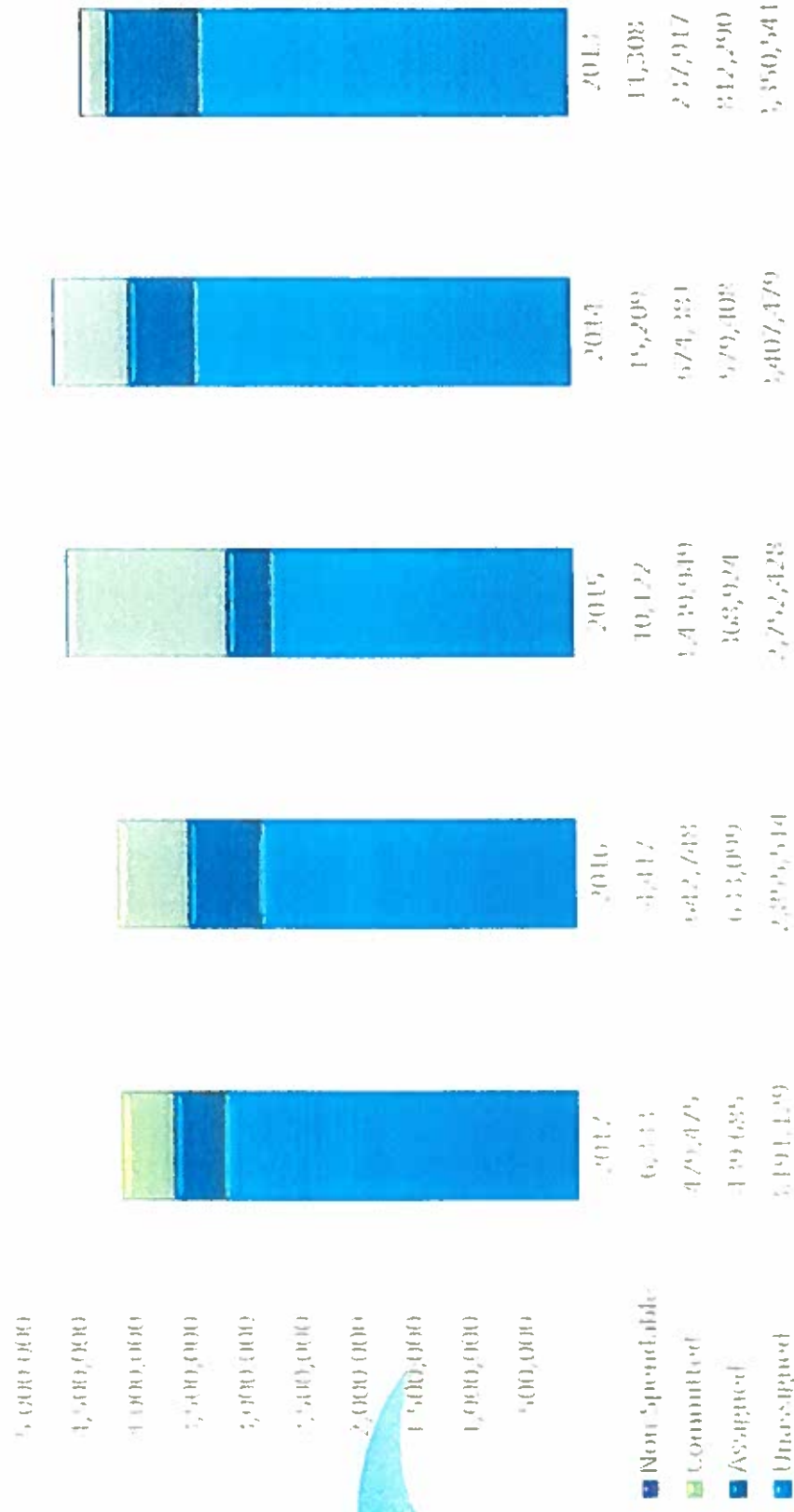
## SUMMARY OF AUDIT RESULTS

- Financial Statement Opinion - Unmodified
- Report Required by *Government Auditing Standards (GAS)*
  - No Material Weaknesses
  - No Significant Deficiencies



# Town of Kennebunkport

## FUND BALANCES



### Observations:

- Total Fund balance decreased by \$19,156 to \$4,116,622 in the current year.
- Unassigned fund balance increased \$335,615 to \$3,191,129.
- See pages 48-49 of the financial statements for breakdown of fund balance.



# Town of Kennebunkport

## GENERAL FUND - REVENUES

	Budget	Actual	Variance
Property taxes	\$ 15,857,533	15,872,607	15,074
Excise taxes	864,100	959,646	95,546
Intergovernmental revenues	321,810	415,264	93,454
Licenses and permits	255,263	305,928	50,665
Charges for services	385,100	439,299	54,199
Interest earned	40,000	82,193	42,193
Other revenues	28,250	64,775	36,525
<b>Total revenues</b>	<b>17,752,056</b>	<b>18,139,712</b>	<b>387,656</b>
Transfers in and loan proceeds	801,757	801,757	-
Utilization of prior year surplus	275,000	-	(275,000)
Utilization of carryforward balances	383,781	-	(383,781)
<b>Total revenue and other financing sources</b>	<b>\$ 19,212,594</b>	<b>18,941,469</b>	<b>(271,125)</b>

### SUMMARY OF SIGNIFICANT VARIANCES

- The Town saw higher than expected collections of excise taxes.
- Intergovernmental was over budget due to receiving MDOT grants.
- Licenses and permits issued more building permits than anticipated.
- Charges for services saw positive variances in Goose Rocks and planning/appeals board.
- Interest earned higher interest rate on sweep accounts.



# Town of Kennebunkport

## GENERAL FUND - EXPENDITURES

	Budget	Actual	Variance
General government	\$ 1,672,433	1,495,149	177,284
Public safety	2,419,135	2,314,500	104,635
Public works	1,122,293	1,104,669	17,624
Health and welfare	713,951	691,556	22,395
Recreation and culture	531,408	525,273	6,135
County tax	1,163,270	1,163,270	-
Education	9,055,448	9,055,448	-
Debt service	220,019	215,650	4,369
Capital improvements	2,084,926	1,996,985	87,941
Transfers out	229,711	229,711	-
Total expenditures and transfers out	\$ 19,212,594	18,792,211	420,383

### SUMMARY OF SIGNIFICANT VARIANCES

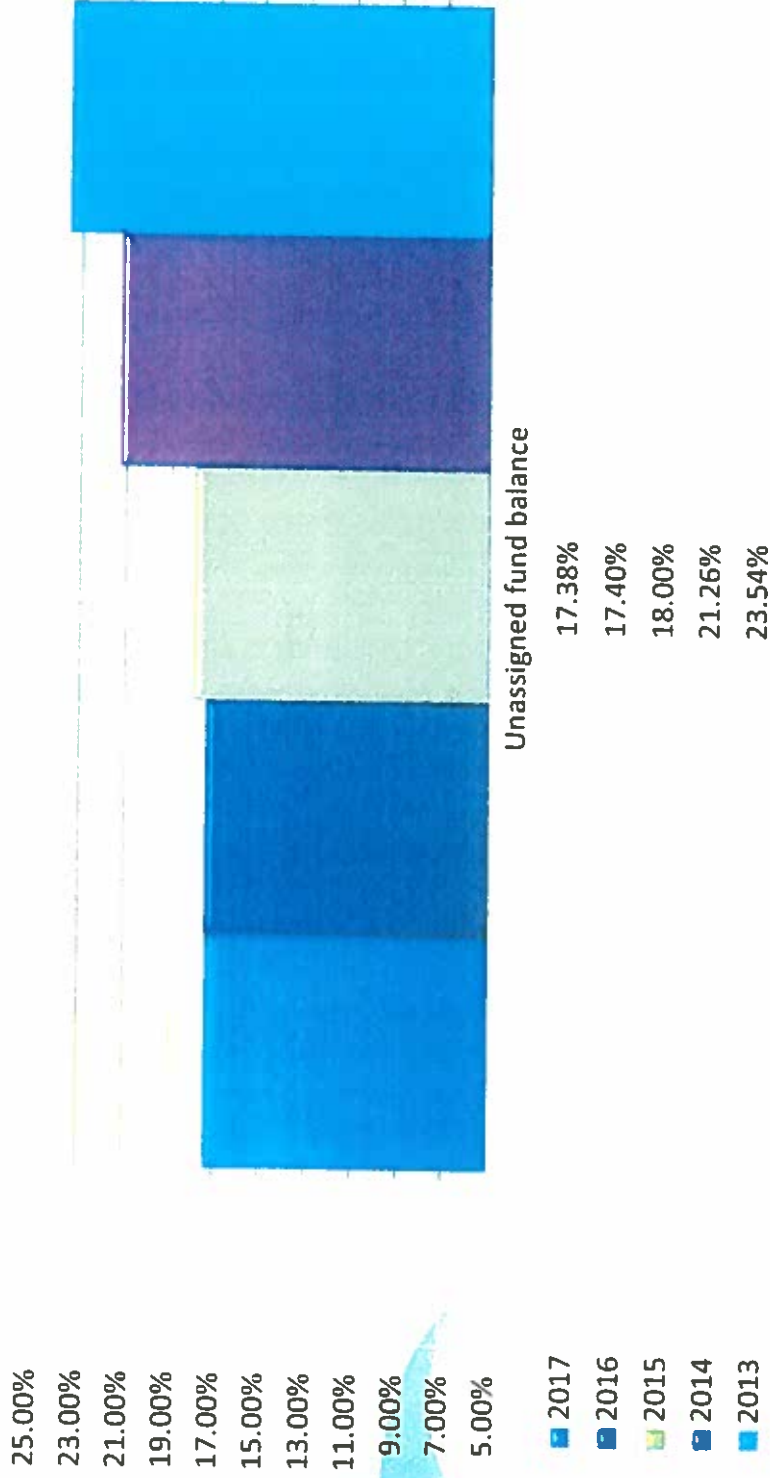
- General Gov't was under budget due to less abatements than anticipated and unused contingency.
- Public safety was under budget due to savings in benefits and gasoline for police and less usage of on-call fire fighters.
- Capital Improvement amounts are usually carried forward to the next fiscal year.





# Town of Kennebunkport

## GENERAL FUND – Unassigned Fund Balance as a Percentage of Expenditures



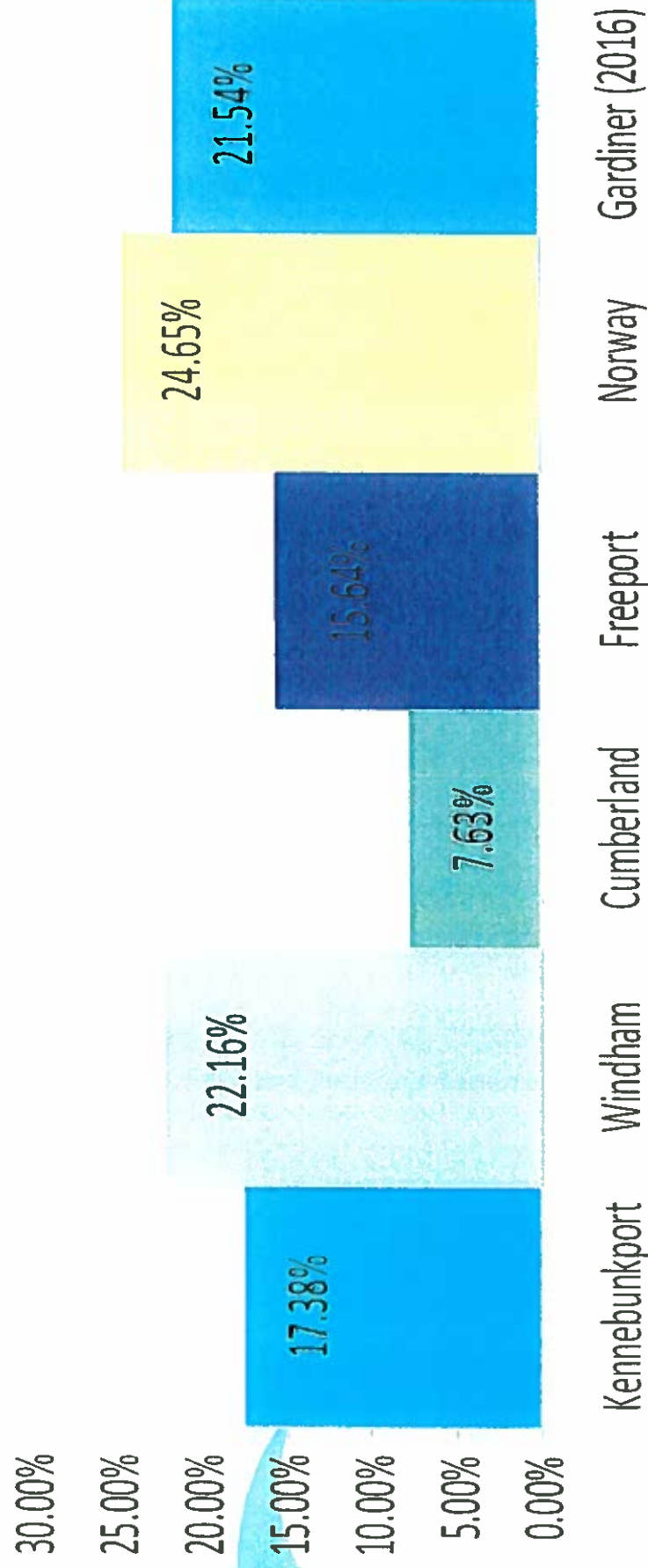
### *Town of Kennebunkport Minimum Fund Balance Policy:*

"It is the policy of the Town of Kennebunkport to maintain unassigned fund balance in the general fund at a minimum of two months of general fund expenditures (or 18%) measured on a GAAP basis. If unassigned fund balance drops below this level, the Town will develop a plan to bring the balance to the target level over a period of five years or less. Any unassigned funds in excess of the 18% target balance will be transferred to capital reserve accounts for projects identified in the Capital Improvement Plan."



# Town of Kennebunkport

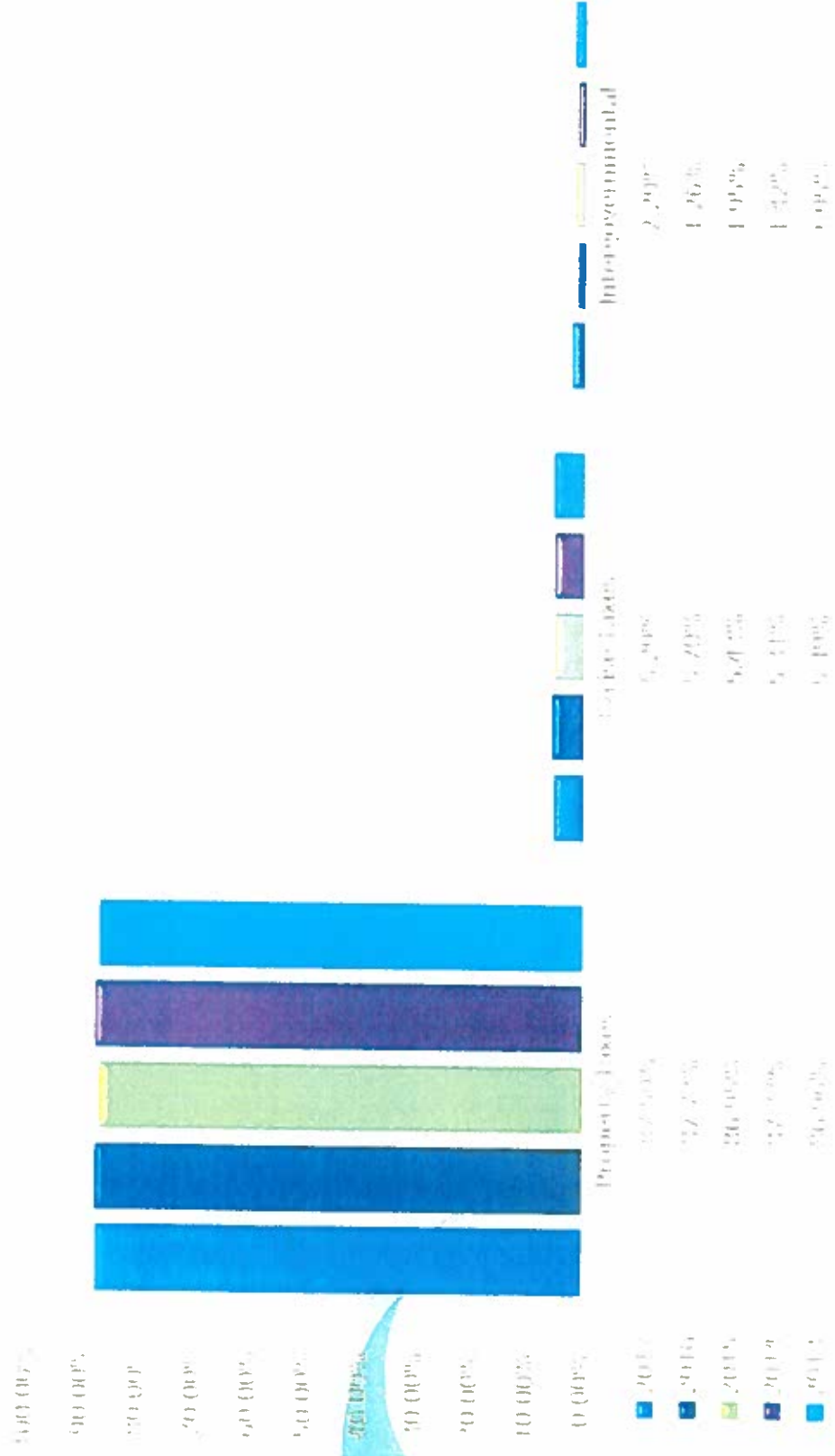
## Unassigned Fund Balance as a % of Budget - Comparative





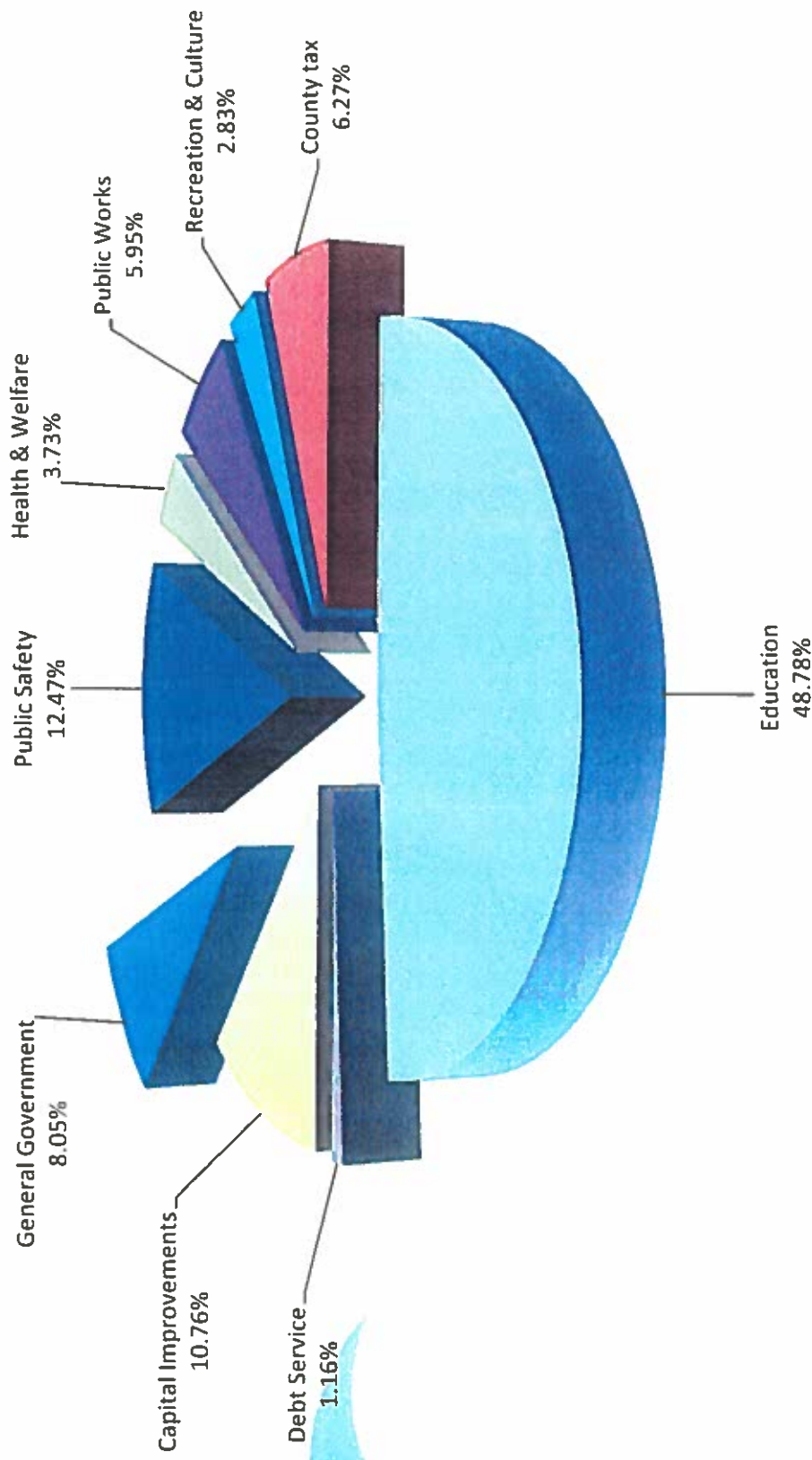
# Town of Kennebunkport

## GENERAL FUND – Revenue Distribution



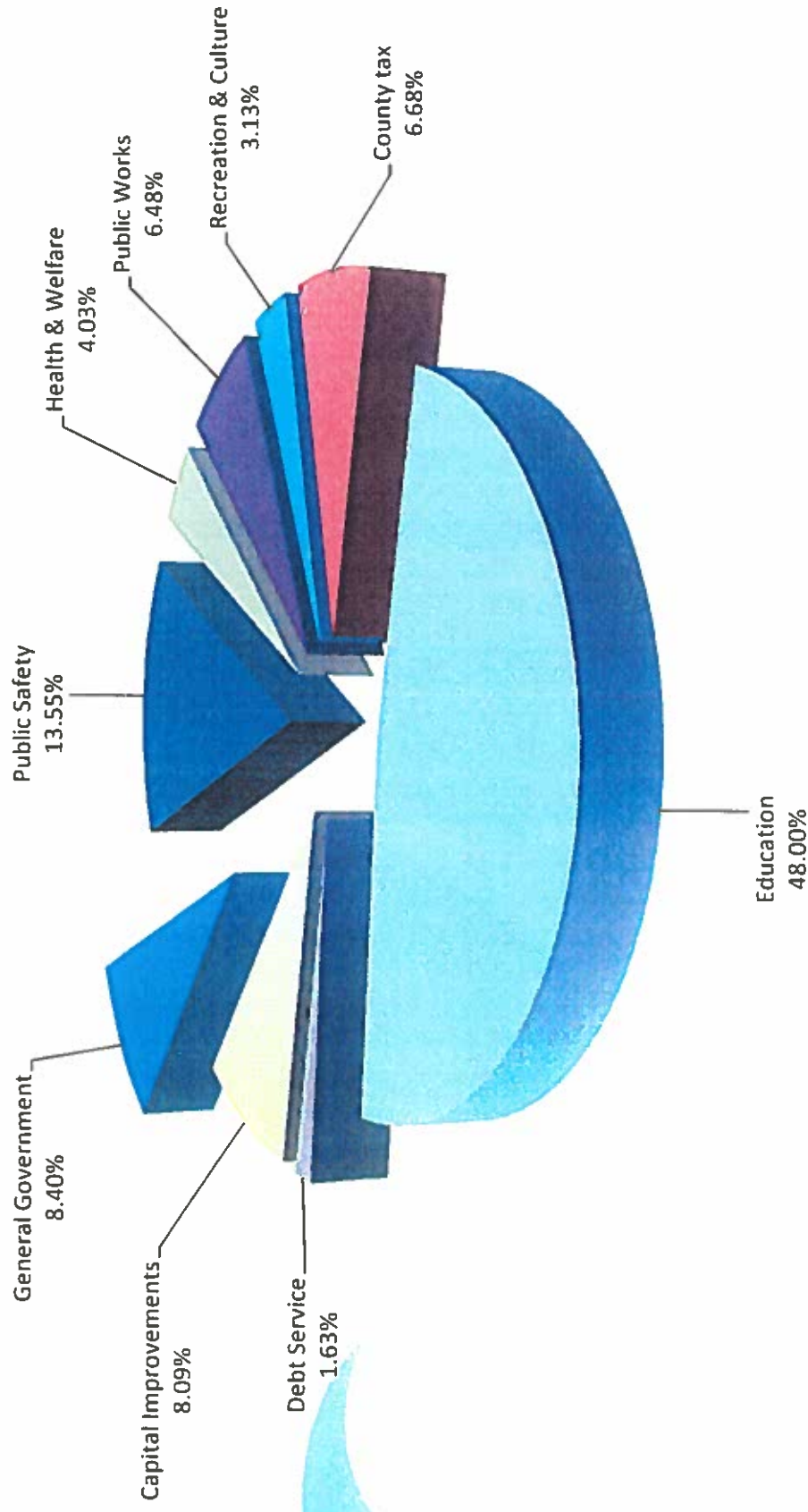
# Town of Kennebunkport

## GENERAL FUND – Expenditure Distribution - 2017



# Town of Kennebunkport

## GENERAL FUND – Expenditure Distribution - 2016





**TOWN OF KENNEBUNKPORT, MAINE**

*- INCORPORATED 1653 -*

**MAINE'S FINEST RESORT**

To: Kennebunkport Board of Selectmen

From: Tracey O'Roak, Town Clerk

Re: Shellfish Licenses for 2018

Date: November 29, 2017

Everett Leach, (Shellfish Warden) and the Shellfish Conservation Committee are unanimously proposing to the Board their recommendation as to the number of Shellfish Licenses to be issued in 2018:

**Recreational:**

Resident Recreational	75 Licenses
Non-resident Recreational	8 Licenses
Warden Recreational	1 License

**Commercial**

Resident Commercial	2 Licenses
Non-resident Commercial	0 Licenses

**Daily**

Daily Licenses	0 Licenses
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The Committee also recommends:

The flats will only be opened from April 15 through October 15.

Digging will only be allowed on Friday, Saturday and Sunday.

Recreational diggers may only take 1 peck per week.

Commercial diggers may only take 2 pecks per day.



# Agenda Item Divider



(4)

DATE: December 11, 2017  
TO: Kennebunkport Board of Selectmen  
FROM: Ad hoc Senior Advisory Committee

We would like to request a one-month extension in the time for this committee to complete its work, giving us until the end of February 2018 as the deadline for making our report to the Selectmen. If possible, we would like to make that report at your last meeting in February, which we think will be on February 22, rather than on January 11 as now scheduled. The reason for this extension request is that we are still at work compiling our report and recommendations and, due to holiday time constraints, do not think it can be ready by January 3, which is the date we'd need to hand in materials to your office for presentation the following week.

Although our charge from the Selectmen mentions a January 31, 2018 deadline for this ad hoc committee's work, our committee members were not actually appointed until March 9, 2017 nor did we have our first meeting until March 21. We have been meeting twice a month for most months since then and in that time have completed a survey of town residents 65 or older and compiled the results, interviewed town department heads serving older adults, and attended a workshop with representatives from three states working to serve older residents. While we are in the planning stages of creating a final report, we are in agreement that we need this additional time to finish our work.

We hope that you will grant us this extension and we look forward to reporting our results to you.

Sincerely,

Ad hoc Senior Advisory Committee  
Bill Leffler, Chair  
Susan Boak, Vice Chair  
Susan Gesing, Secretary  
Dean Auriemma  
Penny Gruen  
Loreta McDonnell



# Agenda Item Divider



5

## MUNICIPAL QUITCLAIM DEED WITHOUT COVENANTS

KNOW ALL BY THESE PRESENTS THAT the Inhabitants of the Town of Kennebunkport, a body corporate and politic located in York County, State of Maine, for consideration paid, release John Everest a certain parcel of land with buildings thereon, if any, located in the Town of Kennebunkport, York County, State of Maine, identified as follows:

Map 022 Block 009 Lot 047B, on the Town Assessors' maps for Kennebunkport, which are on file at the municipal office, being the same premises described in Town of Kennebunkport sewer liens dated November 14, 2011, October 24, 2012, December 19, 2013, November 20, 2014, November 2, 2015, October 11, 2016, and November 1, 2017 recorded in the York County Registry of Deeds in Book 16201 Page 926, Book 16444 Page 672, Book 16751 Page 954, Book 16913 Page 113, Book 17127 Page 448, Book 17339 Page 568 and Book 17595 Page 637 respectively.

The Inhabitants of the Town of Kennebunkport have caused this instrument to be signed in its corporate name by Stuart E. Barwise, Patrick A. Briggs, Allen A. Daggett, Edward W. Hutchins II and Sheila W. Matthews-Bull, its Municipal Officers duly authorized.

Witness our hands and seals this 28th day of December, 2017.

Inhabitants of the Town of Kennebunkport

\_\_\_\_\_  
Witness

\_\_\_\_\_  
Stuart E. Barwise

\_\_\_\_\_  
Witness

\_\_\_\_\_  
Patrick A. Briggs

\_\_\_\_\_  
Witness

\_\_\_\_\_  
Sheila Matthews-Bull

\_\_\_\_\_  
Witness

\_\_\_\_\_  
Edward W. Hutchins II

\_\_\_\_\_  
Witness

\_\_\_\_\_  
Allen Daggett

### ACKNOWLEDGEMENT

State of Maine  
York, County, ss.

December 28, 2017

Then            personally            appeared            before            me            the            above-named

\_\_\_\_\_  
Municipal Officers of the Town of Kennebunkport, and acknowledged the foregoing to be their free act and deed in their said capacity and the free act and deed of the Inhabitants of said Municipality.

Before me,  
  
\_\_\_\_\_





**MAINE REVENUE SERVICES  
REAL ESTATE TRANSFER TAX  
DECLARATION**  
TITLE 36, M.R.S.A. SECTIONS 554641-4641N

1. County

YORK

2. Municipality/Township

KENNEBUNKPORT

3. GRANTEE/  
PURCHASER

3a) Name LAST or BUSINESS, FIRST, MI  
EVEREST, JOHN

3c) Name LAST or BUSINESS, FIRST, MI

3e) Mailing Address

12 MILLS ROAD, UNIT 2

3f) City

KENNEBUNKPORT

3b) SSN or Federal ID

3d) SSN or Federal ID

3g) State

ME

3h) Zip Code

04046

4. GRANTOR/  
SELLER

4a) Name LAST or BUSINESS, FIRST, MI

TOWN OF KENNEBUNKPORT

4c) Name LAST or BUSINESS, FIRST, MI

4e) Mailing Address

PO BOX 566

4f) City

KENNEBUNKPORT

4b) SSN or Federal ID

4d) SSN or Federal ID

4g) State

ME

4h) Zip Code

04046

5. PROPERTY

5a) Map

22

Block

9

Lot

47

Sub-Lot

B

5b) Type of property—Enter the code number that best describes the property being sold. (See instructions)—\*

502

Check any that apply:

No tax maps exist

5d) Acreage

Multiple parcels

Portion of parcel

.0

5c) Physical Location

4 BACK HARBOR RD UNIT 2

6. TRANSFER TAX

6a) Purchase Price (If the transfer is a gift, enter "0")

6a

.00

6b) Fair Market Value (enter a value **only** if you entered "0" in 6a) or if 6a) was of nominal value)

6b

148000.00

6c) Exemption claim - ☒ Check the box if either grantor or grantee is claiming exemption from transfer tax and explain.

RELEASE TO GRANTEE FROM MUNICIPALITY FOR PAYMENT OF TAX & SEWER LIENS

7. DATE OF TRANSFER (MM-DD-YYYY)

12-20-2017

MONTH

DAY

YEAR

8. WARNING TO BUYER—If the property is classified as Farmland, Open Space, Tree Growth, or Working Water-front a substantial financial penalty could be triggered by development, subdivision, partition or change in use.

CLASSIFIED

9. SPECIAL CIRCUMSTANCES—Were there any special circumstances in the transfer which suggest that the price paid was either more or less than its fair market value? If yes, check the box and explain:



10. INCOME TAX WITHHELD—Buyer(s) not required to withhold Maine income tax because:

Seller has qualified as a Maine resident

A waiver has been received from the State Tax Assessor

Consideration for the property is less than \$50,000

Foreclosure Sale

11. OATH

Aware of penalties as set forth by Title 36 54641-K, we hereby swear or affirm that we have each examined this return and to the best of our knowledge and belief, it is true, correct, and complete. Grantee(s) and Grantor(s) or their authorized agent(s) are required to sign below:

Grantee JOHN EVEREST

Date 12-20-17

Grantor JENNIFER LORD, TREASURER

Date 12-20-17

Grantee \_\_\_\_\_ Date \_\_\_\_\_

Grantor \_\_\_\_\_ Date \_\_\_\_\_

12. PREPARER

Name of Preparer REBECCA NOLETTE

Phone Number 207-967-1603

Mailing Address

PO BOX 566

E-Mail Address

BNOLETTE@KENNEBUNKPORTME.GOV

KENNEBUNKPORT, ME 04046

Fax Number

207-967-8470



# Agenda Item Divider



6

December 28, 2017

Motion: I move that the resolution entitled, "Resolution to Authorize Town of Kennebunkport to Issue up to \$2,000,000 in Bonds for a Wastewater Treatment Plant and Pump Station Upgrades Project," be adopted in form presented to this meeting and that an attested copy of said Resolution be filed with the minutes of this meeting.

**RESOLUTION TO AUTHORIZE TOWN OF KENNEBUNKPORT TO ISSUE UP TO  
\$2,000,000 IN BONDS FOR A WASTEWATER TREATMENT PLANT AND PUMP  
STATION UPGRADES PROJECT**

Whereas, at the Annual Town Meeting duly called and held on June 14, 2016, the voters of the Town of Kennebunkport (the "Town") authorized the Board of Selectmen to issue general obligation bonds of the Town in a principal amount not to exceed \$2,000,000 for a term not to exceed 20 years to pay costs of a wastewater treatment plant and pump station upgrades (the "Project"),

Now therefore, the Board of Selectmen hereby resolves as follows:

1. That under and pursuant to a Maine Department of Environmental Protection Clean Water State Revolving Fund Project Authorization letter, dated November 7, 2017, certifying that the Town of Kennebunkport (the "Town") is entitled to finance the Project through the Clean Water State Revolving Fund (CWSRF), and all other applicable law, the Chairperson of the Board of Selectmen (the "Chair") and the Treasurer be authorized in the name and on behalf of the Town to execute and deliver Loan Agreements between the Maine Municipal Bond Bank (the "Bond Bank") and the Town to effect a loan from the Bond Bank to finance the Project in the principal amount of up to \$2,000,000, but of which amount \$40,000 of principal shall be forgiven by the Bond Bank (the "Loan Agreements"); that the Loan Agreements shall be executed by a majority of the Board of Selectmen and the Treasurer, and that the Loan Agreements be in the form that the Chair and the Treasurer may approve, the execution and delivery thereof to be conclusive evidence of such approval;
2. That under and pursuant to sections 5953-E and 6006-A of the Maine Municipal Bond Bank Act, section 5772 of Title 30-A of the Maine Revised Statutes, and all other applicable law, the Chair and the Treasurer be authorized to borrow in the name and on behalf of the Town the sum of up to \$2,000,000 from the Bond Bank to finance the Project on an interim and permanent basis; that in connection therewith, the Chair and the Treasurer be authorized to issue general obligation securities (bonds or notes) of the Town in an aggregate principal amount of up to \$2,000,000 payable at an interest rate not to exceed 1.0% per annum for a term of up to 20 years from the issuance thereof, and to execute and deliver such general obligation bonds or notes on an interim or permanent basis (as so executed and delivered, the "Bonds") in registered form under the seal of the Town, signed by a majority of the Board of Selectmen and the Treasurer, and attested by the Clerk and that the Bonds shall otherwise be on such terms and in such form not

inconsistent herewith as the Chair and the Treasurer may approve, the execution and delivery thereof to be conclusive evidence of such approval;

3. That the Chair, the Treasurer, and other appropriate officials of the Town, acting singly, be authorized in the name and on behalf of the Town to execute and deliver such other instruments, documents, certificates, assignments, and agreements, and to take or cause to be taken such further actions for and on behalf of the Town, as may be necessary, convenient, or appropriate to effect the Loan Agreements and the Bonds, and that the Clerk of the Town be authorized to attest to the foregoing and attach the Town's seal to any of the foregoing.
4. That the Town Clerk file an attested copy of this Resolution with the minutes of this meeting.

Dated this December 28, 2017:

_____	_____
_____	_____

\_\_\_\_\_  
A majority of the Board of Selectmen

A true copy, attest: \_\_\_\_\_  
Clerk, Town of Kennebunkport