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CHAPTER 2: ADMINISTRATION

ARTICLE 9: CLERK PRO-TEM

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CHAPTER 2: ADMINISTRATION

ARTICLE 9: CLERK PRO-TEM

2-9-1 Appointment

The Board of Trustees, at its first meeting after each regular election, shall appoint some qualified person as Town Clerk Pro-Tem. In case a vacancy should occur in the office of Clerk Pro-Tem, the Board shall appoint a Clerk Pro-Tem for the unexpired term.

2-9-2 Clerk Pro-Tem Definition

He shall be able to perform all the duties of the Clerk under the direction of the Clerk during his absence or inability to act.

2-9-3 Oath of Bond

Before entering upon the duties of the office, the Town Clerk Pro-Tem shall take an oath or affirmation of office, and furnish a surety bond in the amount of Ten Thousand Dollars (\$10,000), conditioned upon the faithful discharge of his or her duties as Town Clerk. In the event the Town Clerk Pro-Tem shall occupy more than one office, both of which must be bonded, one bond shall be sufficient for both.

2-9-4 Duties

He shall be able to perform all the duties of the Clerk under the direction of the Clerk during his absence or inability to act.