

§474. Administrative provisions

The chief assessor shall be the treasurer and administrative officer of the primary assessing area and shall in addition perform the following duties: [PL 1973, c. 620, §10 (NEW).]

1. Secretary. Serve as secretary of the executive committee and keep all committee minutes, except as to any meeting involving his removal;

[PL 1973, c. 620, §10 (NEW).]

2. Prepare budget. Prepare the annual budget;

[PL 1973, c. 620, §10 (NEW).]

3. Purchasing agent. Act as purchasing agent;

[PL 1973, c. 620, §10 (NEW).]

4. Appoint personnel. Appoint all personnel subject to approval of the executive committee;

[PL 1973, c. 620, §10 (NEW).]

5. Execute contracts. Execute, when approved by the executive committee, all contracts on behalf of the primary assessing area;

[PL 1973, c. 620, §10 (NEW).]

6. Other duties and functions. Perform such other duties and functions as are delegated by the executive committee.

[PL 1973, c. 620, §10 (NEW).]

SECTION HISTORY

PL 1973, c. 620, §10 (NEW). PL 1975, c. 19, §5 (AMD).

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