
Sec. 2-111. Election of board and committee officers.

- (a) *Chair.* Each board and committee of the town shall annually elect from its membership a chair, who shall preside at all meetings of such board or committee, and a vice-chair, who shall preside at all meetings of such board or committee in the absence or disability of the chair, at a regular meeting to be conducted in January, or if there is no meeting in January then at the first meeting of the board or committee in the new year.
- (b) *Administrative support.* The town manager shall assign town employees to each board or committee, including a recording secretary who shall be responsible for recording the meetings and producing minutes of the board or committee meetings.

(Code 1978, § 2-56; Ord. No. 17-1991, § 1, 11-6-1991; Ord. No. 05-2015, § 2, 5-6-2015)