

**§22. Secretary and assistant secretary; salaries and duties**

The Secretary of the Senate shall perform the usual duties of the office during the session of the Legislature, file and index all papers that have been subject to adverse legislative action and index and supervise the preparation of the permanent senate journal. The secretary shall perform the duties required by sections 21 and 23. The secretary shall deliver to the State Archivist all papers on file in the office of the Secretary of the Senate that were considered by a session of the Legislature held more than 5 years previously, and the State Archivist shall inspect those papers and preserve those having permanent value. [PL 2019, c. 475, §14 (AMD).]

The Assistant Secretary of the Senate is entitled to a salary as provided by law and shall work under the direction of the secretary. [PL 2019, c. 475, §14 (AMD).]

All fees, charges, emoluments and other receipts of whatever nature that may be payable to the Secretary of the Senate, the Assistant Secretary of the Senate or any employee thereof, excepting their lawful salaries and expenses properly payable to them, must be credited to the General Fund and no Secretary of the Senate, Assistant Secretary of the Senate or employee may directly or indirectly receive a private benefit or gain from the sale or distribution of any material, information or reports from the records of such Secretary of the Senate. [PL 2019, c. 475, §14 (AMD).]

The President of the Senate may authorize the Secretary of the Senate and the Assistant Secretary of the Senate to serve on a full-time basis when the Legislature is not in regular or special session. [PL 1983, c. 32, Pt. I, §1 (AMD).]

**SECTION HISTORY**

PL 1965, c. 393, §§1,2,5 (AMD). PL 1965, c. 441, §3 (AMD). PL 1969, c. 475, §1 (AMD). PL 1973, c. 3, §1 (AMD). PL 1973, c. 10, §2 (AMD). PL 1973, c. 28, §1 (AMD). PL 1975, c. 604, §§1-3 (AMD). PL 1977, c. 564, §§4-7 (AMD). PL 1979, c. 396, §§1-3 (AMD). PL 1981, c. 316, §§N1-N3 (AMD). PL 1981, c. 702, §§X7,X8 (AMD). PL 1983, c. 32, §§I-1 (AMD). PL 2019, c. 475, §14 (AMD).

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