

***Can the treasurer delegate the authority to sign checks to someone else in his/ her absence?***

While an open question of law, it seems that the only time someone other than the treasurer may sign checks is when there is an assistant treasurer. If there is no assistant treasurer, the authority to sign checks cannot be delegated to other town officials, such as a selectboard member.

“An assistant treasurer, during the temporary absence or disability of the treasurer, shall perform the duties of the treasurer.” 24 V.S.A. § 1573. Therefore, when the treasurer is away on vacation, sick, or absent from office for some other reason, the assistant treasurer may sign checks. If there is no assistant treasurer, there is no clear legal provision that would allow any other officer to sign checks when the treasurer is unable to. One way to prepare for unexpected, temporary vacancies would be to make sure there is an assistant treasurer to sign payroll checks and any other necessary expenditures. Otherwise, there is no clear process for signing checks in the temporary absence of the treasurer.

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