

MAINE STATE LEGISLATURE

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ONE - HUNDRETH LEGISLATURE

Legislative Document

No. 67

H. P. 33

Office of the Clerk of the House

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HARVEY R. PEASE, Clerk

Presented by Mr. Berman of Houlton.

STATE OF MAINE

IN THE YEAR OF OUR LORD NINETEEN HUNDRED
SIXTY-ONE

AN ACT Creating an Administrator for the Courts.

Be it enacted by the People of the State of Maine, as follows:

Sec. 1. R. S., c. 105-A, additional. The Revised Statutes are amended by adding a new chapter 105-A to read as follows:

'Chapter 105-A.

Office of Administrator of Courts.

Sec. 1. Definition. In this chapter the word "court" means any tribunal recognized as a part of the judicial branch of government including any tribunal having jurisdiction in traffic cases and including justices of the peace acting for judicial, as distinguished from administrative, purposes.

Sec. 2. Director; appointment. The Office of Administrator of Courts is created with an administrative director who shall be the head thereof.

The administrative director shall be appointed by the Chief Justice of the Supreme Judicial Court for a term of 4 years. He shall devote full time to his official duties to the exclusion of any profession for profit. His salary shall be fixed by the Chief Justice of the Supreme Judicial Court in an amount not to exceed the salary of the Justices of the Superior Court.

Sec. 3. Assistants. The administrative director, with the approval of the Chief Justice of the Supreme Judicial Court, shall appoint and fix the compensation of such assistants as are necessary to enable him to perform his duties.

Sec. 4. Duties. The administrative director shall, under the supervision and direction of the Chief Justice of the Supreme Judicial Court:

I. Improvement of judicial system. Formulate and submit to the Chief Justice of the Supreme Judicial Court the recommendations for the improvement of the judicial system, including traffic case procedure.

II. Business methods. Examine the administrative and business methods and systems employed in the offices of the clerks of court and other offices related to and serving the courts and make recommendations for necessary improvements.

III. Statistical data. Collect and compile statistical data and other information on the judicial work of the courts and on the work of other offices related to and serving the courts and publish periodic reports with respect thereto.

IV. Dockets. Examine the state of the dockets and practices and procedures of the courts and make recommendations for the expedition of litigation.

V. Budget. Prepare and submit budget estimates of state appropriations necessary for the maintenance and operation of the judicial branch.

VI. Data on expenditures and receipts. Collect and compile statistical data and other information on the expenditures and receipts of the courts and related offices and publish periodic reports.

VII. Complaints. Investigate complaints with respect to the operation of the courts and make such recommendations as may be appropriate.

VIII. Additional duties. Perform such additional duties as may be assigned by the Chief Justice of the Supreme Judicial Court.

IX. Annual report. Prepare and publish an annual report on the work of the courts and on the activities of the administrative office of the courts.

Sec. 5. Cooperation by judges, etc. All judges, clerks of court and other officers or employees of the courts and offices related to and serving the courts shall comply with all requests made by the administrative director for information and statistical data relative to the work of the courts and of such offices and relative to the expenditure of public moneys for their maintenance and operation. The Supreme Judicial Court may provide by rule for the enforcement of this section.

Sec. 6. Seal. The administrative director shall use a seal approved by the Supreme Judicial Court. Judicial notice shall be taken of the seal.

Sec. 7. Personnel. The authority of the courts to appoint administrative or clerical personnel is not limited by any provision of this chapter.

Sec. 2. Appropriation. There is appropriated from the General Fund to the Office of the Administrator of Courts to carry out the purposes of this act the sum of \$17,500 for the fiscal year ending June 30, 1962 and the sum of \$20,000 for the fiscal year ending June 30, 1963; the breakdown of which shall be as follows:

Department	1961-1962	1962-1963
OFFICE OF ADMINISTRATOR OF COURTS		
Personal Services	\$14,000	\$17,000
All Other	1,500	2,000
Capital Expenditures	2,000	1,000
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	\$17,500	\$20,000