§ 2140. Duties of town clerks. It shall be the duty of the town clerk of each town: 1. To keep all books, maps, papers, and records of his office touching public schools, and forthwith to report to the district superintendent any loss or injury to the same.

2. To receive from the district superintendent or superintendents the certificates of apportionment of school moneys to each school district or part of a school district of the town, and to record them in a book to be kept for that purpose.

3. To notify forthwith the trustees of the several school districts of the filing of each such certificate.

4. To furnish the district superintendent of the supervisory district in which his town is situated the names and postoffice addresses of the school district officers reported to him by the district clerks.

5. To distribute to the trustees of the school districts all books, blanks and circulars which shall be delivered or forwarded to him by the commissioner of education or district superintendent for that purpose.

6. To receive, file and record the descriptions of the school districts, and all papers and proceedings delivered to him by the district superintendent pursuant to the provisions of this chapter.

7. To act, when thereto legally required, in the erection or alteration of a school district, as in article thirty-one of this chapter provided.

8. To deliver within one year from the effective date of this act to the clerk of the successor district any and all records of the respective dissolved school districts heretofore deposited in the town clerk's office pursuant to section fifteen hundred nineteen of the education law as it existed prior to this act, and to notify in writing the district superintendent of the supervisory district in which such successor school district is situated that such records have been so deposited.

9. To perform any other duty which may be devolved upon him by this chapter, or by any other law touching public schools.