

## ARTICLE 6

### TREASURER/COLLECTOR

#### Placing of Bond

**SECTION 1.** Before entering upon the duties of his office the Town Treasurer/Collector shall give bond to the Town, with good and sufficient surety, to be approved by the Selectmen. Said bond shall be upon condition that said Treasurer/Collector shall well and faithfully discharge the duties of his office during any and every period of his incumbency thereof.

#### Custodianship

**SECTION 2.** The Treasurer/Collector shall be the custodian of all fiduciary bonds except as hereafter provided, of all notes, bonds and coupons which have been paid, and all other documents that may be required pursuant to State Law, Town By-Laws or the Town Charter.

#### Annual Report

**SECTION 3.** The Treasurer/Collector shall make an annual report which shall contain a statement of the amount of money received and paid out by him during the year. A full exhibit and full description of all moneys, properties and securities which may be placed in his charge by virtue of a vote of the Town or of any statutes or By-Laws, or by virtue of any gifts, devise, bequest or deposit; a list of all notes issued during the year showing the purpose for which money was borrowed and given the date, term, rate of interest, time of maturity, and premium, if any, received thereon; a list of all notes paid during the year, and a list of all outstanding notes, with dates on which they mature. This report, however, need not contain such details as are required by law to be shown on the report of the Town Accountant.

#### Office Hours

**SECTION 4.** The Treasurer/Collector shall have stated hours for the transaction of business and shall give public notice thereof.

(T.M. 10/15/90)