

1900, ch. 192, sec. 28.

41. The clerk shall keep careful and accurate minutes of the proceedings of the council and record all the ordinances passed in a separate place in the minute book, and number and index the same, keep all books, records, papers and documents in his safe custody, make out the assessment books, issue permits and licenses and receive the money therefor, and pay the same over to the treasurer, if he is a separate person from the clerk, and make monthly reports of the same; he shall file all accounts and claims presented against the town, and when the same is approved and passed by the board make a record of the same, and perform such other duties as are imposed upon him by law or ordinance, or by order of the Commissioners; he shall subscribe to an oath for the faithful performance of his duties, and give bond as clerk to the State of Maryland in the sum of one hundred (\$100.00) dollars, to be approved by the Commissioners, conditioned for the faithful performance of his duties.

1900, ch. 192, sec. 29.

42. The President of the Board of Commissioners shall preside at all meetings of the board when present, and in his absence, disqualification or refusal to serve, the Commissioners shall elect another member of their board to preside or act as president, as the case may be; the president shall sign and post in at least three public places of the town at least ten days before the biennial election of the Commissioners' notice thereof, which notice shall state the object of such election, the day and hours of polling, and the officers to be voted for, and in case either of the judges of election shall fail to qualify, the president or the other judge or judges of election shall appoint other judges or judge in the place of the other judges or judge not present or qualifying; the president shall report to the Commissioners any neglect of any officers of the town, and may make reports and suggestions to the Commissioners, and shall be entitled to vote on all matters and questions coming before the Commissioners.

1900, ch. 192, sec. 30.

43. The treasurer shall receive all moneys that may be collected for taxes, fees, fines or otherwise by any law or ordinance, directly or through the bailiff, collector or otherwise, and all such moneys shall be paid out only by order of the Commissioners. He shall subscribe to an oath for the faithful performance of his duties, and give bond to the State of Maryland in the sum of at least one thousand (\$1,000) dollars, to be approved by the Commissioners, conditioned for the faithful discharge of his duties, and such other conditions as the Commissioners may prescribe, and his books shall be open to the inspection of the Commissioners and any taxpayer; and he shall, on or before the first day of May in each and every year, render a succinct and detailed statement of his receipts and disbursements for the fiscal year, which shall be posted in at least two public places in said town.