

Section 233. All elections shall commence at one o'clock in the afternoon of the respective days of election and shall continue without adjournment, and shall be closed at six o'clock in the evening of the same day, and no ballot shall be taken before the said hour of one o'clock in the afternoon nor after the hour of six o'clock in the evening.

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Hours of voting.

Section 234. At the first regular meeting after each annual election and after the qualification of the newly elected members, or as soon thereafter as may be convenient, the burgess, with the advice and consent of the commissioners, shall appoint one person as clerk, one person as collector of taxes, and in case of any vacancy or removal of any officer so appointed the burgess shall fill such vacancy for the unexpired term, with the advice and consent of the commissioners as hereinbefore provided; either of the above named officers shall be subject to removal by a vote of two commissioners, with the approval of the burgess.

Clerk and collector to be appointed.

Section 235. The clerk shall keep careful and accurate minutes of the proceedings of the burgess and commissioners, and record all ordinances passed in a book to be kept exclusively for that purpose, called the ordinance book; keep all records, papers and documents of the town in safe custody, and shall file all accounts and claims presented against the town, and whenever any account is approved and passed by the burgess and commissioners he shall make a record of the same in a book to be kept for that purpose. He shall perform such other duties as are imposed upon him by law, ordinance or order of the burgess and commissioners.

Duties of clerk.

Section 236. The tax collector shall collect all taxes assessed and levied by the burgess and commissioners for general or special purposes to which they may be thereto lawfully authorized. He shall keep an account of all moneys collected and received by him, and pay over the same to the treasurer of the town at such time as may be provided by ordinance or resolution of the burgess and commissioners. He shall make under oath semi-annual reports, or any other time when called upon by the burgess and commissioners, showing the condition of his receipts and disbursements. The tax collector shall give bond to the burgess and commissioners to be approved by them, for faithful discharge of his duties in such penalty as they may prescribe, not less than double the amount of the taxes levied, and shall receive

Duties of tax collector.