

## MUNICIPAL CHARTERS

section shall immediately upon conviction thereof cease to hold such office or employment.

## 43. Clerk-treasurer.

There shall be a clerk-treasurer appointed by the mayor with the approval of the council. He shall serve at the pleasure of the Mayor. His compensation shall be determined by the council. The clerk-treasurer shall be the chief financial officer of the town. The financial powers of the town, except as otherwise provided by this charter, shall be exercised by the clerk-treasurer under the direct supervision of the mayor.

## 44. Same — Powers and duties.

Under the supervision of the mayor, the clerk-treasurer shall have authority and shall be required to:

(1) Prepare at the request of the mayor an annual budget to be submitted by the mayor to the council.

(2) Supervise and be responsible for the disbursement of all moneys and have control over all expenditures to assure that budget appropriations are not exceeded.

(3) Maintain a general accounting system for the town in such form as the council may require, not contrary to State law.

(4) Submit at the end of each fiscal year, and at such other times as the council may require, a complete financial report to the council through the mayor.

(5) Ascertain that all taxable property within the town is assessed for taxation.

(6) Collect all taxes, special assessments, license fees, liens, and all other revenues (including utility revenues) of the town, and all other revenues for whose collection the town is responsible, and receive any funds receivable by the town.

(7) Have custody of all public moneys belonging to or under the control of the town, except as to funds in the control of any set of trustees, and have custody of all bonds and notes of the town.

(8) Do such other things in relation to the fiscal or financial affairs of the town as the mayor or the council may require or as may be required elsewhere in this charter.