

CHAPTER XII RECORDS AND REPORTS

- Section 1. All officers, boards and committees of the Town shall cause records of their doings and accounts to be kept in suitable books. Said books shall be kept in their respective places in the Town offices and shall not be moved therefrom. Said books shall, unless otherwise provided by law, be open to public inspection at any reasonable time, but shall remain during such inspection under supervision of the officer, board or committee having custody thereof.
- Section 2. All officers, boards and committees of the Town having charge of the expenditure of Town money shall annually report thereof in writing in such matter as will give the citizens a fair and full understanding of the objects and methods of such expenditures, referring, however, to the report of the Town Accountant for statements in detail of receipts and payments. Such reports shall be submitted to the Selectmen for inclusion in the Annual Town Report on or before the first Monday in March of each year.