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## ARTICLE VI

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### OTHER ELECTIVE OFFICES

#### §6-1 City Clerk<sup>51</sup>.

(a) **Duties.** The Town Clerk of the Town of New Britain shall be City Clerk of said City. The Town Clerk shall serve as Registrar of Vital Statistics, indexer of all records and as said Town Clerk and Registrar shall have all powers and duties conferred or imposed by law on Town Clerks and Registrars. The City Clerk shall serve as clerk of the Common Council, and shall record its doings in accordance with the provisions of the General Statutes, Ordinance and legislative procedure.

(b) **Reports.** All fees collected by the Clerk shall be paid into the general fund of the City. Said Clerk shall provide reports as prescribed by Ordinance<sup>52</sup>.

(c) **Deputies<sup>53</sup>.** Said clerk may appoint one or more deputies, who, after having taken the oath or affirmation provided by law for Town and City Clerk, shall assist said clerk, and when acting in the discharge of their clerical duties shall have all the powers and duties of said clerk. All acts of said deputies and all records kept by them shall have the same validity and effect as acts and records of said clerk.

#### §6-2 Collector of Taxes<sup>54</sup>.

(a) **Duties.** The Collector of Taxes shall collect all taxes and assessments duly levied by the City, as provided for in the General Statutes of the State of Connecticut, this Charter and the code of Ordinances. In case the collector shall not perform the duties of office, and on complaint of the Common Council, the Mayor shall issue a warrant directed to any proper officer, to collect out of the estate of the negligent collector the sum due, as ascertained by the Common Council<sup>55</sup>.

(b) **Reports<sup>56</sup>.** The Collector of Taxes, on November first of each year, shall report as prescribed by Ordinance on the status of all unpaid taxes that have remained unpaid for a period of two years or more<sup>57</sup>.

(c) **Deliveries to successor<sup>58</sup>.** It shall be the duty of the Collector of Taxes, at the expiration or other termination of the term of office, to turn over and deliver to such successor in office all warrants, tax lists, tax warrants, books of account, documents, data and papers of every description in any way relating to the office or the business thereof.

(d) **Payments to Treasurer<sup>59</sup>.** The Collector of Taxes shall pay to the City Treasurer each day all monies collected, but shall be obligated to deliver to said Treasurer any information required by Ordinance regarding the sum of monies collected.

#### §6-3 Treasurer.

(a) **Duties<sup>60</sup>.** The Treasurer of said City shall have the powers and responsibilities of municipal treasurers conferred by the General Statutes as well as those contained in this Charter and the Ordinances. In addition thereto the Treasurer shall: (1) pay all orders drawn upon the Treasurer by the Director of Finance; (2) comply with all orders that may be made concerning the office by the Common Council; and (3) keep books of account in which shall be set down in detail receipts and payments by the Treasurer, and said accounts shall be open to

the inspection of the Mayor, Director of Finance or Common Council at all proper times<sup>61</sup>. Furthermore, each department, Board, Commission, committee or officer of said City and any person who shall collect or receive money belonging to the City shall immediately pay to the City Treasurer all monies so collected or received<sup>62</sup>.

**(b) Deputy<sup>63</sup>.** The Mayor may appoint a Deputy Treasurer, who shall act in case of the absence, inability or disability of the Treasurer, which Deputy Treasurer shall be from the same political party as the Treasurer then holding office, and such person shall furnish a satisfactory bond for the faithful performance of the duties of office.

**§6-4 Board of Assessment Appeals<sup>64</sup>.**

There shall be a Board of Assessment Appeals which shall have the powers and shall perform all the duties prescribed for Boards of Assessment Appeals in the General Statutes, together with such other powers and duties as may be prescribed by this Charter or the Ordinances of the City.

**§6-5 Constables.**

There shall be eight Constables who shall have the rights, duties or powers vested in Constables by the General Statutes.

**§6-6 Board of Education Established<sup>65</sup>.**

There shall be a Board of Education of said City consisting of ten members, with all the rights, duties, or powers concerning schools and educational matters vested in Boards of Education by the General Statutes.

**§6-7 Registrar of Voters.**

There shall be Registrars of Voters as required by the General Statutes.