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Case 43
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BY-LAWS

OF THE

TOWN OF SOUTHBRIDGE.

Adopted by the town, March, 1864.

Approved by the Superior Court, September Term, 1864.

SOUTHBRIDGE:

PRINTED AT THE JOURNAL OFFICE.

1864.

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COMMONWEALTH OF MASSACHUSETTS.

WORCESTER SS.

At the Superior Court, begun and holden at Worcester, in and for the county of Worcester, on the fifth Monday of August, being the twenty-ninth day of said month, in the year of our Lord one thousand eight hundred and sixty-four. By the Honorable JULIUS ROCKWELL, one of the Justices of said Court.

BY - LAWS.

SECTION 1. The annual town meeting shall be held on the first Monday in March.

SECTION 2. Every town meeting shall be notified, by publishing an attested copy of the warrant in a newspaper printed within the town, the two weeks next preceding the meeting, or by posting up such attested copies in four conspicuous public places within the town, at least nine days before the time for holding the meeting.

SECTION 3. The number of the town officers mentioned in this section shall be as follows :

Three Selectmen.

Three Assessors.

Three Overseers of the Poor.

Three School Committee.

Two Constables.

Seven Field Drivers.

Three Fence Viewers.

Three Surveyors of Lumber.

Three Auditors of Accounts.

SECTION 4. The fiscal year of the town shall close on the 31st day of January, and all the accounts shall be made up to that time.

SECTION 5. All monies raised and received by the town for the support of the Schools, for support of the Poor, and for repairing Highways, shall be

regarded as specific appropriations, to be applied only to the purposes designated: And monies raised for Contingent Expenses and all other purposes not here mentioned, including that received from all other sources, shall be called General Appropriations. The Town Treasurer shall keep separate accounts, under proper heads, with each specific and the general appropriations; and money appropriated for the support of Schools shall, by him, be paid out upon the orders of the School Committee or of the Prudential Committees of the several districts when they are authorized to contract with teachers, as appropriated by the School Committee. The money appropriated for the support of the Poor shall be paid out upon the orders of the Overseers; and that raised for repairing Highways when paid into the treasury; and all monies belonging to the General Appropriations shall be paid out upon the orders of the Selectmen. The Town Treasurer shall prepare a report of all receipts and payments, with a statement of the balances of each account, and the amount of notes and claims in his hands belonging to the town, and of all notes or obligations given by him, and outstanding against the town, to be laid before the town at each annual meeting.

SECTION 6. The Selectmen shall have the general direction and management of the property and affairs of the town in all matters not otherwise provided for; they shall appear and act, and may employ counsel, in all suits at law in which the town is a party; and may audit and settle claims against the town, and draw orders on the Treasurer in payment thereof. They shall keep a record of all their transactions; and all monies received by them, belonging to the town, shall be paid to the Town Treasurer. At the close of each fiscal year, they shall prepare a report of all their doings, with a statement in detail of all their payments and expenditures, and of all liabilities incurred by them on contracts, or outstanding orders,

or otherwise; and also of all property or claims in their hands, belonging to the town. At each annual meeting, they shall submit an estimate of the probable expenses of the town for the ensuing year, under the heads of General Appropriations and of Repairing Highways. The Surveyors shall present their accounts of expenditures on the Highways to the Selectmen, who shall examine and allow the same, so far as is right and proper; and when the Highway tax is paid into the town treasury, they shall draw their orders on the Treasurer in favor of the Surveyor, in payment thereof.

SECTION 7. Whenever the Assessors shall have committed any tax list to the Collector, they shall immediately certify to the Selectmen and to the Town Treasurer the amount of such tax list and of each appropriation, to whom committed, to whom and at what times the Collector is required to pay over the money collected thereon; and, when Highway taxes are separately assessed, and payable in labor and materials, they shall so certify to the Selectmen the amounts of the several tax lists and the name of each Surveyor to whom they are committed.

SECTION 8. The Overseers of the Poor shall have the general charge and management of the Farm and the property connected therewith, and may employ a Superintendent and other necessary laborers, subject, however, to specific votes of the town in relation thereto. And all money received by them for sales of property, or from other sources belonging to the town, shall be paid to the Town Treasurer. They shall keep a record of all contracts made by them, and of all other transactions; and, for the payment of money on contracts and for expenditures, they shall draw their orders on the Treasurer. At the close of each fiscal year, they shall prepare a report of all their doings, with a statement in detail of all their payments and expenditures, and of all liabilities incurred by them, including outstanding orders; and

also of all property in their hands or under their care, belonging to the town, and of all debts due to the town. And, at each annual meeting, they shall submit an estimate of the amount of money, if any, necessary to be raised by the town to pay the probable expenses of their department for the ensuing year.

SECTION 9. The School Committee shall annually, in the month of September or of October, apportion the money raised by the town for the support of Common Schools to and among the several Schools, in just and equitable proportions, having regard to the necessary expense of supporting each school, and with the view of maintaining every school, as nearly as may conveniently be done, an equal number of weeks in the year, for which the money was raised. And they shall make a report of the apportionment to the Town Treasurer.

SECTION 10. The Auditor of Accounts shall, as soon as may be after the close of the fiscal year, examine the accounts of the Treasurer, and of each of the other boards of officers, and make a written or printed report thereon, to be submitted to the town at the annual meeting—the report to include the accounts of the Treasurer as prepared by him, and so much of the accounts of the other officers as the Auditors may deem expedient, with such statements and remarks in regard to the legality or propriety of any of the transactions or expenditures, as they may consider required by the interests of the town.

SECTION 11. All by-laws heretofore adopted by the town are hereby repealed.

A true copy. Attest:

DANIEL F. BACON, Town Clerk.

The foregoing By-Laws being presented to the Court, at the present term, are approved.

A copy of record. Attest:

JOSEPH MASON, Clerk.

