

ARTICLE VII

TOWN RECORDS AND REPORTS

Section 1 Town Records

All officers, agents, boards and committees of the town shall record their doings and accounts in suitable books which, unless otherwise provided by law, shall be open to public inspection at all reasonable times.

On or before the fifteenth (15th) day of March of each year, all town officers, agents, boards and committees shall make and submit to the board of selectmen, a report of their doings in the preceding year; and those authorized to spend money shall state in their reports, the objects and methods of such expenditures referring, however, to the accountant's report for detailed figures.

The board of selectmen shall cause all reports to be published in one volume as the annual report of the town. The report of the advisory committee for the current year shall be published as a separate document, but its report on matters in the preceding year shall be included in the annual report.

Section 2 Annual Report

The Annual Report shall be made available in sufficient numbers for distribution at least seven (7) days prior to the annual meeting.