

Town of Ayer

Treasurer/Tax Collectors Office



1 Main Street – Ayer, Massachusetts - 01432
Barbara Tierney, Treasurer/Tax Collector
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Memorandum

Date: August 7, 2019

To: Town Manager Robert Pontbriand

From: Barbara Tierney

Subject: Monthly Report – July

Following is a bullet listing of the activities for the Treasurer/Tax Collectors office.

- July was busy with RE collections due to Fiscal 2020 First Quarter bills being issued with an August 1st due date.
- Performed the Tax Taking on July 3rd. Sent all appropriate documents to Registry of Deeds and received them back with proper recording information.
- All information for Tax Takings have been compiled and added to our Tax Title software.
- At this time the next tax taking is tentatively scheduled for September/October and will address any properties for 2017 not taken and Fiscal 2018 delinquencies
- Have been working with a couple of the Towns larger and older tax title accounts. At least two will be resolved by payments.
- Working with IT on getting documents scanned in. This is an on- going project to help with our space issues.
- May has been reconciled.
- June is reconciled for cash and have begun year end reconciliations.

Sincerely,

Barbara M Tierney
Treasurer/Tax Collector