

# Town of Ayer

## Treasurer/Tax Collectors Office



1 Main Street – Ayer, Massachusetts - 01432  
*Barbara Tierney, Treasurer/Tax Collector*  
*Christina Roberts, Assistant Tax Collector*

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## Memorandum

**Date:** March 20, 2020  
**To:** Town Manager Robert Pontbriand  
**From:** Barbara Tierney  
**Subject:** Monthly Report – February

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

- Completed tailing documents going to advertise in March.
- Have been focusing on land court this month, will continue it for March
- Researching performing a Land of Low Value Taking for the spring.
- Cross training with Asst. Treasurer/Tax Collector throughout next few months.
- Mailed out Commitment 1 for excise tax.
- Working on Annual Disclosure which is posted for investors to use for bidding on the Towns Borrowings.

Sincerely,

Barbara M Tierney  
Treasurer/Tax Collector