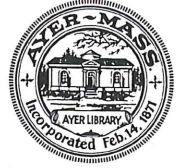


Town of Ayer

Treasurer/Tax Collectors Office



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

Tel: (978) 772-8209
Fax: (978) 772-3017

Memorandum

Date: November 20, 2020
To: Town Manager Robert Pontbriand
From: Barbara Tierney
Subject: Monthly Report – October

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

- Submitted information for Land of Low value tax taking to the Department of Revenue. Waiting for approval to complete next steps.
- Completed the reconciliation of the month of September.
- Real Estate, Personal Property and Motor Vehicle Commitment 5, Tax collections for 11/2/2020 due date.
- Monitoring results of the new “look up” capability at Century Lockbox.
- Implemented online bill presentment for Real Estate and Personal Property bills. Bills can now be looked up using the owner name or street name. A PDF of the actual bill can also be viewed and printed.
- Next Steps for Commitment 2 and 3 Excise Tax have been completed along with demand bills for Commitments 4
- Continue to Monitor Tax collections.
- Continue to Monitor the change in online payments versus this time prior year.
- Sent Bank Confirmations for upcoming Fiscal 2020 audit.

Sincerely,

Barbara M Tierney
Treasurer/Tax Collector