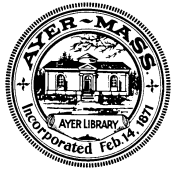


Town of Ayer

Treasurer/Tax Collectors Office



1 Main Street – Ayer, Massachusetts – 01432
Barbara Tierney, CMMT, CMMC Treasurer/Tax Collector
Christina Roberts, Asst. Treasurer/Tax Collector
Michelle Bishara, Finance Assistant

Tel: (978) 772-8220 EXT 152
Fax: (978) 772-3017

Date: March 20, 2023

To: Robert Pontbriand, Town Manager

From: Barbara Tierney, Finance Manager -Treasurer/Tax Collector

Re: Report of activities during February

Motor Vehicle Excise bills were mailed on February 27, 2023. This is the first and largest excise billing for the calendar year.

I am into my first budget season as Finance Manager. The transition of this role is going well, and I look forward to having this experience with Ayer. This change has given me the opportunity to learn more about the other town departments.

Natalie Goodwin is making great progress with her new role here as the Assistant Treasurer/Tax Collector. It takes a full year to experience all the different tasks her position performs.

Michelle Bishara is becoming an intricate part of this department and has taken a role in helping Natalie as she learns.

The MUNIS upgrade preparations continue with a planned upgrade into our Test environment on March 1, 2023. This is a required upgrade and I think all the work put in up to now will help make this transition smooth.

Lastly, I am preparing for a spring Bond Anticipation Note issuance in May along with making some structural changes to better fund new projects anticipated in the next Fiscal Year.

Thank You