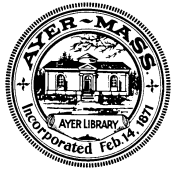


# Town of Ayer

## 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: April 20, 2023

To: Robert Pontbriand, Town Manager

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

Re: Report of activities during March

Collections for the first motor vehicle commitment is in process. This is the first and largest excise tax billing for the calendar year. Preparation of the second commitment is underway. Bills will be mailed the last week of April.

The Fiscal 2024 final draft budget has been submitted and will be voted on by the Select Board. I look forward to the Annual Town Meeting to complete my first budget experience.

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 Live environment on May 4, 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 May 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