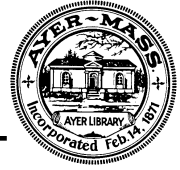


Town of Ayer

Benefits and Payroll Department



1 Main Street – Ayer, Massachusetts - 01432
Amanda Lewis, Benefits and Payroll Manager

Tel: (978) 772-8220 x 146
Fax: (978) 772-5968

MONTHLY REPORT

July 2023

- The first FY24 payroll was prepared and processed for a 7/13/23 pay date.
- Reviewed payroll paperwork with new Youthworks Program hires.
- Updated Sick Bank donation for AFSCME DPW and Clerical Unions.
- Submitted Active-Duty Military Service data to Middlesex County Retirement System.