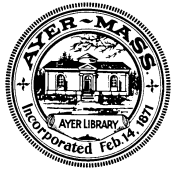


Town of Ayer

Treasurer/Tax Collectors Office



1 Main Street – Ayer, Massachusetts – 01432

Barbara Tierney, CMMT, CMMC Finance Manager -Treasurer/Tax Collector

Natalie Goodwin, Asst. Treasurer/Tax Collector

Michelle Bishara, Finance Assistant

Tel: (978) 772-8220 EXT 152

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Date: March 20, 2024

To: Robert Pontbriand, Town Manager

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

Re: Report of activities during February

BMT

During the month of February Real Estate and Personal Property tax collections wrapped up, while preparing for the First Motor Vehicle Excise Commitment for 2024. The Excise tax bills were mailed on February 27, 2024, and have a due date of March 28, 2024. This is the largest billing for the entire year of 7,563 bills. Due to the more frequent nature of buying and selling vehicles and becomes the highest call volume time of the year also.

Draft #2 of the Fiscal 2025 was presented at a Select Board meeting. The changes in this draft from draft #1 are mainly the school assessments, updated insurance rate information, and updates after meeting with various departments.

Natalie and I attended a MUNIS Tax Title training in version 2021.12. Michelle attended an afternoon MUNIS session that reviewed entering treasurer receipts and other various topics. I attended a 3 session MMA webinar series regarding understanding emotional intelligence and best practices.

I attended various meetings including, Rate Review, Finance Team, Executive Bi-Board, MCTA legislation committee and the annual Nashoba Technical High School budget presentation with breakfast. I also met with SRBT/PRIM to review the Towns OPEB portfolio performance and Bartholomew to review the Towns other investments.

The Annual Disclosure process is complete and submitted to Hilltop Securities, who will submit it on the Towns behalf by March 31, 2024. The Final Fiscal 2023 audit and single audit are officially complete and now public information. The finalized audit has been submitted to S&P as required.

Thank You