

ORG FUNCTION: FINANCE
Department Numbers 145 / 146

Christopher Sweet
Treasurer / Collector

Treasurer		
Salaries:	\$252,833	(7.5%)
Expenses:	\$113,250	(0.4%)
Total Budget FY24:	\$366,083	(5.5%)

Collector		
Salaries:	\$198,018	5.3%
Expenses:	\$154,300	1.2%
Total Budget FY24:	\$605,151	4.6%

Mission & Services Overview

MISSION: Custodian of all Town Revenue, Monies, and Funds. Efficiently collect monies owed to the Town (receivables) and accurately and timely disburse payments (payables), including payroll. Maintain the highest level of customer service, both internally and externally.

SERVICES: The Treasurer / Collector's Office ensures that all Town funds are accounted for and all receipts due to the Town are collected. In accordance with Mass General Laws Ch44 Section 55B, the Treasurer / Collector is responsible for ensuring the safety and liquidity of the Town's funds while earning the highest yield possible. The Treasurer / Collector also maintains banking relationships; manages electronic payments; and is responsible for the issuance of Town debt. The Treasurer / Collector's Office issues and collects over 90,000 bills each year, including real estate, personal property, and motor vehicle excise bills. The Treasurer / Collector's Office also handles all electronic funds transfers from federal and state governments and monies from private entities.

FY23 Accomplishments

- Sustain the Town's S&P Global Bond Rating of AA+
- Continuing Improvements to Implementation of Time & Attendance
- Transferred two (2) Foreclosed Properties under the control of the Treasurer to the Town Manager for RFP-type sales
- Customer Service enhancement – additional user-friendly payment options
- Replaced three (3) retired long-term staff in the Treasurer's Office, including the Assistant Treasurer

FY24 Goals and Objectives

- Physically combine the Treasurer and Collector offices into one location

TREASURER / COLLECTOR

FY24
FINAL
BUDGET

Organizational Chart & Personnel Accounting

Authorized: 8

On-Hand: 8

Vacant: 0

