

**MASSACHUSETTS
COLLECTORS AND TREASURERS
ASSOCIATION**

2009 STAFF SCHOOL PROGRAM

ADVANCED SESSION

WEDNESDAY, SEPTEMBER 23rd

Littleton Town Administration Building

37 Shattuck Street, Littleton, MA

Collectors

- 8:30 - 9:00 Registration and
Continental Breakfast
Multi Purpose Room 125
- 9:00 - 10:30 Betterments and Liens
Kathleen Colleary, MA DOR
Room 103
- 10:30 - 10:45 Coffee Break
Multi Purpose Room 125
- 10:45 - 12:30 Deferrals, Tax Title,
Exemptions and Abatements,
Bankruptcies, Litigation
Patrick Costello, Esq.
Room 103
- 12:30 - 1:30 Luncheon
Room 125
- 1:30 - 3:00 Mail Management
Mark Altman, Mail Services Vendor
Jerry Kelley, U.S. Postal Service
Room 103
- 3:00 - 3:30 Q & A
Sue Kelley, MCTA President
Treasurer, Town of Lee
Multi Purpose Room 125

Treasurers

- 8:30 - 9:00 Registration and
Continental Breakfast
Multi Purpose Room 125
- 9:00 - 9:45 Unemployment Insurance, Cobra
Paul Connolly, MA DJA
Library Meeting Room
- 9:45 - 10:30 Workers Compensation
Thomas Connolly, T/C, Duxbury
Library Meeting Room
- 10:30 - 10:45 Coffee Break
Multi Purpose Room 125
- 10:45 - 12:30 Advanced Payroll -
Processing UI and WC
Victor Garofalo, T/C., Bedford
Library Meeting Room
- 12:30 - 1:30 Luncheon
Room 125
- 1:30 - 3:00 Trust Funds and Investments
Mark Waldman, T/C, Wellesley
Library Meeting Room
- 3:00 - 3:30 Q & A
Sue Kelley, MCTA President
Treasurer, Town of Lee
Multi Purpose Room 125