



## TOWN OF SHREWSBURY

### Council on Aging

Shrewsbury Senior Center

98 Maple Avenue, Shrewsbury, Massachusetts 01545-5398

### Senior Citizen/Veteran Property Tax Work-Off Program Conditions and Requirements

#### Eligibility Requirements:

- Age 60 or older or Veteran as of July 1 of the fiscal year in which the application is made
- Resident of Shrewsbury
- Own and occupy the property for which Shrewsbury taxes are paid:

Taxpayers must be the assessed owner of the property on which the tax to be abated is assessed, or have acquired ownership before the work is performed and the abatement applied. If the property is subject to a trust, the senior must have legal title, i.e., be one of the trustees on the applicable January 1<sup>st</sup> assessment date, or at the time the work is performed.

- Have resided in the Town of Shrewsbury for at least five (5) years
- Be current with tax payments
- Complete a CORI check and town mandated physical if necessary
- Subject to random drug and alcohol testing
- Town employees are not eligible
- Veteran eligibility by proof of DD214\_\_\_\_\_ (Initial here if you are applying as a veteran)
- Must own and occupy home for the following calendar year after credit is received

#### Selection Process:

- Applicants must meet eligibility requirements
- Applicant must have appropriate skills for position
- Applicant and department head must both agree position is an appropriate match
- Upon agreement, applicant must complete W4 & I-9 with identification back up

#### Benefit Limits:

- \$14.25 per hour for all positions
- Maximum amount of abatement is \$971.85 per homeowner
- Maximum number of compensated hours worked is 68.2 hours per year per single adult
- In no case shall an applicant's tax reductions be in excess of taxes owed in a given year
- Level of Town's total appropriation for this program is \$16,521.45
- Only one member of the household may receive credit for the program

#### Treatment of "Earned" Amount:

- The amount of the property tax reduction earned by the taxpayer under this program is NOT considered income or wages for purposes of state income tax withholding, unemployment compensation or worker's compensation. The United States Internal Revenue Service (IRS) has ruled that under current federal law the abatement amount is included in the taxpayer's gross income for both federal income tax and Federal

Insurance Contribution Act (FICA) tax purposes, however. In addition, if the community pays the taxpayer's share of FICA taxes, that amount is also income subject to federal income tax. Communities should verify with the IRS that their procedures comply with all applicable federal laws regarding income, Social Security and Medicare tax withholding on abatements earned under this program.

**Job Placement:**

- Available positions will be determined by department heads
- Applicants will be interviewed by the Council on Aging before approval is complete
- There will be a two-week probationary period to assess the appropriateness of placement
- Applicants will be placed within municipal departments

**Income Limits for owners or renters are:**

- \$57,000- single person
- \$72,000- head of household
- \$86,000- married couple filing a joint return

**Term of Program:**

- Program runs from March 1st through October 31<sup>st</sup>.
- Abatement credit will be issued in January bill of the year following work off completion
- All applications must be completed and submitted to the Senior Center Director prior to applicant's position starting date
- Applicants must fill out an application every year
- Supervisors are responsible for certifying hours worked under program
  - A Certificate of Completion form must be submitted from the supervisor to the Council on Aging no later than November 15<sup>th</sup>.

**Termination:**

- Three (3) unexcused absences will result in termination from the program. All scheduled hours and any changes in those hours must be approved by the department head to be considered excused.

**Insurance:**

- A senior working for tax relief is not considered an employee. Pursuant to M.G.L. Chapter 59, Section 5k, a person over the age of 60 years old who volunteers their service in exchange for tax relief is not entitled to benefits under Chapter 152. Should an individual be injured while participating in the tax work off program, the individual's health insurance would be primary and coverage for out of pocket expenses (ie. Deductibles) would be covered by the town.

I have read and understand the Conditions and Requirements and meet the eligibility guidelines as explained above.