



SENIOR TAX WORK-OFF PROGRAM 2023 OVERVIEW FOR TAX YEAR 2024

Senior Tax Work-Off Program 2023 Overview

The Amesbury Council on Aging will continue to administer a Senior Citizen Property Tax Work-Off Program for residents. The job opportunities available are for special projects and assistance to Department Heads in the various City offices.

Program Requirements:

To be eligible for the program, applicants must be 60 years of age or older at the time of application, reside within the City of Amesbury, and own and occupy the property for which taxes are to be paid. Applicants should be able to verify a household income of no more than \$78,000 (single household) and \$93,000 (2-person household) or less. There are no asset restrictions.

Compensation:

- \$15.00 per hour;
- Participants will receive abatement for up to 100 hours of service. Any hours worked beyond the 100 hours cannot be accumulated for the Tax Work-Off Program. Participants are entitled to no City employee benefits and they present no liability to the City.
- Maximum amount of abatement is \$1,500 per person on 2024 property taxes worked between January through October 2023.
- Payment will be made via an abatement on the tax bills the following year. A paycheck will not be issued to the program participants.

Taxpayer must:

- Be sixty (60) years of age or older as of January 1, 2023;
- Own and occupy the property as his/her principal residence;
- Only one (1) tax credit per family per calendar year is allowed;
- All hours of work must be completed by the participant. No other person can work on the Senior's behalf to fulfill the hours;
- Be current with property tax and water/sewer payments;
- Possess and identify employable skills;
- Complete the application and provide necessary income verifications;
- Provide annual income eligibility verification for continuing participation in the program;
- Be interviewed for job placement by the Amesbury Council of Aging Director;
- Complete & submit the Tax Work-Off Agreement Form;
- Complete a CORI check and/or provide references, if required by the worksite;
- Complete an online Conflict of Interest Training & submit the Certificate of Completion;
- Read the Summary of Conflict of Interest Law & submit the signature page confirming receipt;
- Complete & submit the Recreational and Volunteers Activities Release Form;

- Time sheets must be signed off by the department supervisor each day that is worked. A final accounting of time worked will be submitted to the Council of Aging Director. Once verified, the Council on Aging Director will notify the Tax Collector, who will apply the abatement, based on the number of hours worked, to the participant's 2024 property tax bill.

Job Placement for a Tax Credit Position:

- Priority for program participation will be determined based on income and to applicants who have not yet participated in the Senior Citizen Property Tax Work-Off Program. Primary consideration will be given to first time applicants. Individuals previously chosen for the program may make re-application in subsequent years. No applicant is guaranteed a position. A lottery system may be used if there are more applicants than available positions.
- Individuals will be chosen based on the best match between the application's qualifications and the skill requirement of each job. There is no guarantee that a placement can be matched with a participant based on worksite needs and skills of the participant.
- Applicant will be interviewed by the department supervisor of the position or which they have been placed.
- There will be a two (2) week probationary period to assess the appropriateness of the placement.
- Program participants may not work for relatives who are City employees.

Deadline Dates:

- Applications are available in October 2022 online and at the Nicholas J. Costello Transportation Center. Interview appointments may be scheduled when the completed application and required information is submitted to the Council on Aging Director.
- Participants qualifying for the program will be notified by January 30, 2023.
- Job site supervisor will interview participant as soon after placement as possible.
- Work may commence for participants after interviews have been completed and participant has been assigned. Worksite schedule will be determined by worksite supervisor and participant.

Amesbury Council on Aging Mission Statement

To advocate for older adults, to identify their needs, to meet their health, economic, social and cultural needs, to encourage maximum independence and to improve their quality of life.