

***Elderly & Disabled Tax Assistance Committee***  
***Meeting Minutes***  
***April 12, 2023***

The meeting of the Elderly & Disabled Tax Assistance Committee was held on Tuesday, April 12, 2023, at 5:30p.m., at Town Hall, 26 Court St., in the Cranberry Meeting Room, located on the 3rd Floor.

**PRESENT**

**Committee Members and Town Officials present:**

Grace Keenan, At Large Member  
Patricia Meachen, Treasurer  
Dawn King, At Large Member  
John Young, At Large Member  
James Sullivan, Chair Board of Assessors

**AGENDA ITEMS**

- Committee Organization
  - Grace Keenan was unanimously elected to chair the committee.
  - Patricia Meachen was unanimously elected vice chair.

It was unanimously agreed that Pamela Borgatti would continue as the secretary/clerk to assist the committee.

- Approval Meeting Minutes from March 28, 2023

Grace Keenan moved to accept the minutes from March 28, 2023, as presented.  
John Young seconded the motion. The motion carries 4-0-1. James Sullivan abstained.

- Discussion of information for inserts to be mailed with tax bills.

There was discussion of what information should be contained on the inserts which are to be mailed in all tax bills. It was decided that the members would put together thoughts and ideas which will be discussed at the next meeting. James Sullivan will gather information from the City of Framingham regarding their tax assistance program.

## Eligibility Criteria

There was a discussion of eligibility requirements. Although the committee voted on the following items, these may be subject to further discussion and changes and/or updates as the committee moves forward in their deliberations.

### Age Requirements

James Sullivan moved to set the age limit at 65 years of age.

Dawn King seconded the motion. The motion carries unanimously.

### Identification

James Sullivan moved to accept the following forms of identification.

- Massachusetts license
- State ID
- Passport
- Birth Certificate
- Current Utility bill showing owner name and property address.

John Young seconded the motion. The motion carries unanimously.

### Residency Requirements

James Sullivan moved to accept the length of residency in the community be at a minimum of 5-years.

Dawn King seconded the motion. The motion carries 3-1-0. John Young voting in opposition.

### Disabled

James Sullivan moved to accept the following language:

- “Disabled” is defined as a homeowner who is not able to work due to illness or accident and is currently receiving benefits from one or more of the following programs based on a determination of disability: Social Security Administration, SSI or Medicaid, Veterans Administration, Workers Compensation, Plymouth Board of Assessors, or any other such program or agency providing public/financial assistance due to the disability, or other documentation of a comparable disability satisfactory to the Committee.

Dawn King seconded the motion. The motion carries unanimously.

Income/Asset criteria was postponed to a future meeting to allow the members to gather additional information.

Exemptions - No vote was taken on exemptions. This item will be discussed at a future meeting.

Application

James Sullivan moved that the Application Deadline be established as of the close of business on September 1.

Dawn King seconded the motion. The motion carries unanimously.

Review/Awards

There was discussion regarding applications. It was determined that applications will be reviewed, and tax relief awards will be granted by October 31<sup>st</sup> to be applied to the actual real estate tax bill.

Prior to adjournment the committee selected dates for the next four meetings, those dates are as follows and will be posted accordingly.

Wednesday, April 26, 2023 @5:30 p.m.

Wednesday, May 10, 2023 @5:30 p.m.

Tuesday, May 23, 2023 @5:30 p.m.

Tuesday, June 6, 2023 @5:30 p.m.

James Sullivan moved to adjourn.

Dawn King seconded the motion. The motion to adjourn was unanimously approved.

The meeting concluded at 7:08 p.m.

Respectfully submitted,

*Pamela L. Borgatti*

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