



## Winchendon's Property Tax FY18 Work-Off Application

Name: \_\_\_\_\_ Telephone #: \_\_\_\_\_

Address: \_\_\_\_\_ Soc. Sec. #: \_\_\_\_\_

The Senior Work-Off Abatement Program is a program allowing the Town of Winchendon the opportunity to utilize the knowledge and skills of its senior residents in exchange for credit toward the resident's property tax bill. The purpose of this program is:

- To employ qualified senior citizens who will apply their earnings toward payment of a portion of their property taxes;
- To increase senior citizen involvement in local government; and
- To enhance municipal service by using the skills of resident senior citizens.

A qualified and income eligible resident will accrue the Commonwealth's minimum wage per hour (\$11.00/hr) toward a maximum credit of \$850.00 per household during the fiscal year.

Annual Town Meeting of May 2004 Article 22 accepted provisions of G.L. c59, § 5(k) that authorizes this program. Please answer the following questions.

### REQUIREMENTS:

Y N

- |  |                          |                          |
|--|--------------------------|--------------------------|
| Are you 60 years old or more?  | <input type="checkbox"/> | <input type="checkbox"/> |
| Are you a homeowner in Winchendon?   | <input type="checkbox"/> | <input type="checkbox"/> |
| Do you now occupy this property?   | <input type="checkbox"/> | <input type="checkbox"/> |
| Have you provided a copy of your property tax bill?  | <input type="checkbox"/> | <input type="checkbox"/> |
| Is your annual income below \$40,150 if single,<br>OR below \$45,900 combined, if married? | <input type="checkbox"/> | <input type="checkbox"/> |
| Do you have your own transportation to work?   | <input type="checkbox"/> | <input type="checkbox"/> |
| Can you work hours between 8:00AM & 5:00PM?  | <input type="checkbox"/> | <input type="checkbox"/> |
| Is your health such that you feel you'll be able to work<br>the full 77.25-hour schedule?  | <input type="checkbox"/> | <input type="checkbox"/> |
| If 70 or over, will you apply for tax abatement?   | <input type="checkbox"/> | <input type="checkbox"/> |
| Have you been convicted of a felony within the last 7 years?                               | <input type="checkbox"/> | <input type="checkbox"/> |

If yes, please explain: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

An applicant for employment with a sealed record on file with the commissioner of probation may answer "no record" with respect to an inquiry herein relative to prior arrests, criminal court appearances or convictions. In addition, any applicant for employment may answer "no record" with respect to an inquiry relative to prior arrests, court appearances and adjudications in all cases of delinquency or as a child in need of services which did not result in a complaint transferred to the superior court for criminal prosecution.

~ WE ARE AN EQUAL OPPORTUNITY EMPLOYER ~

**GROSS RECEIPTS:**

*For the twelve months preceding July 1 last, please list the combined gross income of you and your spouse, dividing them by category as follows.*

	Applicant / Spouse or Additional Homeowner
Retirement benefits (Social Security, Railroad, Federal, MA & Political Subdivision)	_____ / _____
Other pensions and retirement allowances	_____ / _____
Wages, salaries and other compensation	_____ / _____
Net profits from business or profession	_____ / _____
Interest and dividends	_____ / _____
All other receipts (rent, capital gains, disability or veterans benefits, 401K, IRA and annuity payouts, etc.)	_____ / _____
<b>TOTAL:</b>	_____

**EXPERIENCE and PLACEMENT:**

A variety of jobs may be available. The program will attempt to match the skills and interests of applicants to the needs of Town departments. Please indicate below all the areas in which you might like to volunteer.

- |   |  |   |   |
|---|--|---|---|
| <input type="checkbox"/> General Labor              | <input type="checkbox"/> Cleaning      | <input type="checkbox"/> Gardening                | <input type="checkbox"/> Painting           |
| <input type="checkbox"/> Record filing              | <input type="checkbox"/> Data entry    | <input type="checkbox"/> Clerical Work            | <input type="checkbox"/> Light outdoor work |
| <input type="checkbox"/> Typing                     | <input type="checkbox"/> Library Aides | <input type="checkbox"/> Animal/facility care     |   |
| <input type="checkbox"/> Skilled project support    |  | <input type="checkbox"/> Computer Clerical Skills |   |
| <input type="checkbox"/> Cable Announcement Entries |  | <input type="checkbox"/> Broadcast Board Meetings |   |
| <input type="checkbox"/> School Monitors*           |  | <input type="checkbox"/> *Classroom Volunteers    |   |
| <input type="checkbox"/> School Lunch Helpers*      |  | <input type="checkbox"/> *School Walker Helpers   |   |

\*CORI reports will be required for those positions that will interact or be in contact with children.

**PAST EXPERIENCE and SKILLS:**

If you can, please describe below, past job or volunteer experience that might qualify you for this Program. List any skills that you think might be helpful, such as computers, typing, phone work, data entry, customer relations, light maintenance, gardening, engineering, electrical, or mechanical, etc. You may also list your personal interest and hobbies.

---

---

---

---

---

---

---

---

**APPLICATION PROCESS:**

- Applications will be accepted until all slots are filled.
- Completed applications must be returned to the:  
Town Manager’s Office  
109 Front Street, Dept. 1  
Winchendon, MA 01475  
  
Phone: 978.297.0085
- Please attach a Copy of Your Property Tax Bill with this application.
- All applications will be reviewed by the Town's Senior Management Team to determine whether the applicant's skills and interests match the needs of any Town departments.
- Applicants may be invited to one or more interviews to confirm their qualifications.
- All applicants will be notified of their standing in the program as soon as a decision has been made regarding their individual application.
- The applications of senior citizens who are not hired will be maintained and may be reviewed again later in the program-year to determine whether a job opportunity has developed.
- Individuals who need accommodation in order to participate in this process should contact the Town Manager’s office.

- In the event that there are more applications than there are funds available, applications will be pre-screened for placement and those applications will then be subject to a lottery process for final acceptance.

**APPOINTMENT:**

- All appointments will be made by the Town Manager.
- Jobs will be offered based upon eligibility, qualifications meeting departments' needs, and availability on the times and days needed (including providing for one's own transportation).

Please read the following statements. If you agree, please sign below and enter the date:

*I understand that I will receive up to \$850.00 to be applied against my Town of Winchendon Residential Property Tax. As a volunteer for the Town of Winchendon, I agree to abide by all the Town's rules and regulations.*

*This application has been prepared or examined by me. Under the pains and penalties of perjury, I declare that to the best of my knowledge and belief, this application and all accompanying documents and statements are true, correct and complete.*

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

---

**Volunteers Make a Difference!**

This program represents a modest effort to provide some financial relief to retired taxpayers of Winchendon. Yet the program cannot assist every eligible citizen. This program will prove counter-productive if its effect is to discourage volunteerism with respect either to committees or to other civic activities. For those who are not eligible or not selected for work within this program, please continue to volunteer. Winchendon needs you!

\*Please complete the attached Hold Harmless Agreement and Total Tax Reduction Agreement.



**WINCHENDON'S  
SENIOR WORK-OFF PROGRAM  
TOTAL TAX REDUCTION AGREEMENT**

*I, \_\_\_\_\_, hereby understand with my participation in the Senior Work-Off Program, the credits I earn will be applied only to my property tax bill and no refund checks will be issued. In the event that work credits earned and future exemptions or abatements that may be applied exceed the fiscal year tax bill, the work-off program credits will be reduced so as not to exceed the fiscal year tax bill and the credits earned will be forfeited and then considered volunteer work only.*

\_\_\_\_\_  
Participant Signature

\_\_\_\_\_  
Date



**WINCHENDON'S  
SENIOR WORK-OFF PROGRAM  
INDEMNIFICATION HOLD HARMLESS AGREEMENT**

*I, \_\_\_\_\_, do hereby consent to my participation in the Town of Winchendon's Senior Work-Off program and agree to forever release the Town of Winchendon, it's employees, agents, board members, volunteers and any and all individuals and organizations assisting or participating in the Senior Work-Off Program from any and all claims, rights of action and causes of action that may have arisen in the past, or may arise in the future, directly or indirectly, from personal injuries to myself or property resulting from my participation in the Town of Winchendon's Senior Work-Off Program.*

*I also affirm that I have read this Agreement and that I understand the contents of this form. I understand that my participation is voluntary and that I am free to choose not to participate in said Senior Work-Off Program. By signing this form, I affirm that I have decided to participate in the Town of Winchendon's Senior Work-Off Program as a volunteer to earn credit towards my real estate property tax bill for the next fiscal year with full knowledge that my participation will not be liable to anyone for personal injuries and property damage that I may suffer.*

\_\_\_\_\_  
Participant Signature

\_\_\_\_\_  
Date