

**TOWN OF MILTON**  
**SENIOR TAX WORK OFF PROGRAM GUIDELINES**  
**\$2,000 TAX ABATEMENT**

**ELIGIBILITY:**

Applications to be screened by the COA Director to determine eligibility of applicants using the following criteria:

- 60 years of age or older
- Homeowner or current spouse of homeowner (see ownership & domicile)
- Currently reside in the Town of Milton and for the last five years prior to the date of this application
- Can produce a copy of the most recent tax bill upon application to the program
- Income does not exceed \$72,000/year for a single person, \$91,000 for Head of Household or \$109,000/year for a married couple (*Copy of last Federal Tax Return Required*)
- Only one person per household per year may participate in the program

**OWNERSHIP AND DOMICILE**

- Applicant must own and occupy the subject property on January 1st of the calendar year and must have been domiciled in Milton for five years prior to the application
- Applicant may own this interest solely, as a joint owner or as a tenant in common
- The holder of a life estate satisfies the ownership requirement
- If the domicile is held in trust, the applicant must be both a trustee (or co-trustee) and a beneficiary in the domicile through that trust
- If the property is in a trust, applicant must provide a copy of the trust to satisfy proof of ownership (i.e., beneficiary/trustee relationship)
- Applicant must directly pay his/her own property tax bill and not indirectly through another organization or entity (i.e., condo associations, etc.)

**JOBS**

- Job openings are requirements to be determined by the needs of Town Departments
- Jobs to be supervised by Town Department Heads or their designees
- Jobs may be available at various locations throughout the town

**COMPENSATION**

- \$15.00 per hour with no benefits

- Earnings subject to withholding for federal income tax purposes
- Earnings (minus OBRA required withholdings) to be credited towards the senior's property tax obligations to the Town of Milton
- Seniors will receive documentation of their earnings credited against their property tax obligations

## **SELECTION**

- Eligible applicants will be interviewed by the COA Director and/or Department Heads to determine applicants' suitability for the position
- Jobs will be offered to eligible applicants on the basis of qualifications, availability, location, transportation, physical limitations (if any) and compatibility with the requirements of the position in the judgment of the Department Head or his/her designee
- The Select Board has approved 25 volunteer slots for calendar year 2026.
- Applicants must complete 133 volunteer hours (33.25 shifts of 4 hours each) between January 1<sup>st</sup> and November 1<sup>st</sup>, 2026.
- If there are more than 25 eligible participants, new applicants will be given priority.

## **APPLICATION**

Applications are available at the Senior Center or by mail or email.

Telephone: 617-898-4893

Email: [cstanton@miltonma.gov](mailto:cstanton@miltonma.gov)

**TOWN OF MILTON**  
**APPLICATION FOR SENIOR TAX WORK-OFF PROGRAM**

DATE \_\_\_\_\_

NAME \_\_\_\_\_

ADDRESS \_\_\_\_\_

TELEPHONE # \_\_\_\_\_

EMAIL \_\_\_\_\_

**SECTION 1**

Please note: Section 1 of this application and the information it contains will be treated as confidential information and will be used only by the COA Director to determine your eligibility for the program. This information will not be disseminated to other Town Departments or individuals.

**PART A: ELIGIBILITY REQUIREMENTS** (Please answer all questions)

	YES	NO
Over 60 years old?	_____	_____
Homeowner (or current spouse)?	_____	_____
Trustee or Beneficiary?	_____	_____
Milton Resident for past five years?	_____	_____
Reside in property?	_____	_____
Copy of most recent tax bill?	_____	_____
How many people in household?	_____	_____
Is this person: Spouse	_____	_____
Adult Child	_____	_____
Minor Child	_____	_____

**PART B: GROSS HOUSEHOLD INCOME**

**COPY OF LATEST TAX RETURN REQUIRED**

**Total household annual income from all sources as reported to the IRS in the previous calendar year? \$ \_\_\_\_\_**

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**SECTION II**

Please note: The information contained in Section II will be disseminated to the Town Departments in which you have indicated an interest.

**PART A – JOB PLACEMENT**

Please indicate the departments in which you would like to work:

Town Hall \_\_\_\_\_  
Library \_\_\_\_\_  
Police Department \_\_\_\_\_  
Parks & Recreation \_\_\_\_\_  
Schools \_\_\_\_\_  
Depart. Of Public Works \_\_\_\_\_  
Senior Center \_\_\_\_\_  
Fire Department \_\_\_\_\_  
Cemetery \_\_\_\_\_

**PART B: SKILLS & EXPERIENCE**

Please briefly describe your past work

experiences and skills, or attach a current resume:

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**PART C: LIMITATIONS**

Do you have any physical or medical restrictions which may keep you from doing certain types of work or require some accommodations? Please describe:

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**PART D: SUPERVISION** Are you willing to accept supervision from Town employees?

Yes \_\_\_\_\_

No \_\_\_\_\_

If I am offered employment through the Senior Tax Work-Off Program, I understand that my earnings will be subject to withholding for federal income tax purposes, and that the balance of my earnings will be in the form of a credit that will be applied against my tax obligation to the Town of Milton. YES \_\_\_\_\_ NO \_\_\_\_\_

SIGNATURE \_\_\_\_\_