



# Town of Winchester

Town Manager's Office  
71 Mt. Vernon Street  
Winchester, MA 01890  
Phone: 781-721-7133  
Fax: 781-756-0505  
townmanager@winchester.us

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Board of Selectmen Meeting  
Monday, August 29, 2016

## BUSINESS

Docket Item G - 4: Council on Aging – Senior Citizen Community Service  
Reimbursement Program

### Supporting Documents:

G - 4: Memo from Town Manager  
Memo from Council on Aging Director Philip Beltz

Action Required: VOTE to approve the maximum adjusted gross income for  
program participants: \$58,000 (single person); \$73,000 (couple)  
with assessed property value not to exceed \$850,000



# Town of Winchester

Richard C. Howard,  
Town Manager

Board of Selectmen  
71 Mt. Vernon Street  
Winchester, MA 01890  
Phone: 781-721-7133  
Fax: 781-756-0505  
townmanager@winchester.us

## MEMORANDUM

August 23, 2016

TO: Board of Selectmen

FROM: Richard C. Howard, Town Manager 

SUBJECT: Senior Community Service Reimbursement Program

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Attached regarding the above is a summary from Philip Beltz, Council on Aging Director, pertaining to income and asset guidelines for interested seniors. We believe these recommendations match up with financial trending and would recommend that the Board endorse the same for the program.

The program is capped to accept forty-five (45) participants, first come – first served. Usual participation is somewhere around forty (40) individuals.

RCH:pcm

attachments

TOWN OF WINCHESTER  
MIDDLESEX COUNTY, MASSACHUSETTS



Winchester Council on Aging  
(781)721-7136  
Fax# (781)721-0926

109 Skillings Road  
Winchester, MA 01890-2884

August 08, 2016

To: Richard Howard, Town Manager  
Fr: Phillip Beltz, Director, Council on Aging  
Re: Senior Citizen Community Service Reimbursement Program

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The Council on Aging administers the Senior Citizen Community Service Reimbursement Program that allows seniors over 60 years of age to work 125 hours a year within Town dedicated sites to earn a property tax reduction of \$1000 providing that they meet program guidelines.

Annually, the COA requests that its financial counselor review the income guidelines and property valuation and make recommendations for program guidelines for the upcoming year. The program is to commence in September 2016 through June 30, 2017.

Below are recommendations to qualify for participation in the program that were shared with Treasurer Sheila Tracy and Comptroller Stacie Ward:

- Maximum adjusted gross income as reported to the Internal Revenue Service \$58,00 for a single person and \$73,000 per couple
- Assessed property value not to exceed \$850,000

Please contact me if you have any questions. Thank you.

**Howard, Richard**

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**From:** Beltz, Phillip  
**Sent:** Monday, August 08, 2016 2:41 PM  
**To:** Howard, Richard  
**Cc:** Tracy, Sheila; Ward, Stacie  
**Subject:** SR. CITIZEN COMMUNITY SERVICE REIMBURSEMENT PROGRAM  
**Attachments:** Memo Town Mgr re 2017 guidelines.doc

Please see attached recommendations borne out of recommendations from COA Financial Counselor and follow-up to our discussion today. Thank you.

## Howard, Richard

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**From:** Beltz, Phillip  
**Sent:** Tuesday, August 16, 2016 3:18 PM  
**To:** Dept Heads  
**Subject:** COUNCIL ON AGING VOLUNTEER/WORK PROGRAM  
**Attachments:** Volunteer Skills.jpg

**Importance:** High

If you are not aware, the Council on Aging administers the Senior Citizen Community Service Reimbursement program that provides an opportunity for seniors to work at Town sites for 125 hours a year enabling them to receive a property tax reduction of \$1000 . This program is an great opportunity for seniors to continue making valuable contributions to the community. In addition, it is an excellent opportunity for the Town to enhance its workforce with additional staff. This year I am trying to expand the program which means that I will need additional employment slots. Attached you will find a resume of a gentleman I recently met who is new to the program in need of a worksite—you will note his experience in engineering, finance, data management, accounting, etc. If you do not currently participate I hope that you will re-consider this program that brings forth a wealth of experience.

Thank you for your consideration. Please contact me if you have any questions, I will be happy to meet with you to further discuss the parameters.

Phillip Beltz  
Director, Winchester Council on Aging  
109 Skillings Road  
Winchester, MA 02128  
#781-721-7136

## Mawn, Patti

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**From:** Howard, Richard  
**Sent:** Tuesday, August 16, 2016 4:06 PM  
**To:** Grenzeback, Lance  
**Cc:** Mawn, Patti  
**Subject:** FW: COUNCIL ON AGING VOLUNTEER/WORK PROGRAM  
**Attachments:** Volunteer Skills.jpg

**Importance:** High

Lance – This is the other potential agenda item that I was trying to think of this morning. Philip has a recommendation to slightly modify the qualification criteria for the program. He would like to have the Board hear and approve the same, on the 29<sup>th</sup> if there is room. We could kick it to the 12<sup>th</sup> if necessary. Let me know.

**From:** Beltz, Phillip  
**Sent:** Tuesday, August 16, 2016 3:18 PM  
**To:** Dept Heads <DeptHeadList@winchester.us>  
**Subject:** COUNCIL ON AGING VOLUNTEER/WORK PROGRAM  
**Importance:** High

If you are not aware, the Council on Aging administers the Senior Citizen Community Service Reimbursement program that provides an opportunity for seniors to work at Town sites for 125 hours a year enabling them to receive a property tax reduction of \$1000 . This program is an great opportunity for seniors to continue making valuable contributions to the community. In addition, it is an excellent opportunity for the Town to enhance its workforce with additional staff. This year I am trying to expand the program which means that I will need additional employment slots. Attached you will find a resume of a gentleman I recently met who is new to the program in need of a worksite—you will note his experience in engineering, finance, data management, accounting, etc. If you do not currently participate I hope that you will re-consider this program that brings forth a wealth of experience.

Thank you for your consideration. Please contact me if you have any questions, I will be happy to meet with you to further discuss the parameters.

Phillip Beltz  
Director, Winchester Council on Aging  
109 Skillings Road  
Winchester, MA 02128  
[#781-721-7136](tel:781-721-7136)

8/29

**Mawn, Patti**

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**From:** Howard, Richard  
**Sent:** Wednesday, August 17, 2016 8:24 AM  
**To:** Beltz, Phillip  
**Cc:** Tracy, Sheila; Ward, Stacie; Mawn, Patti; Twogood, Mark; Grenzeback, Lance  
**Subject:** RE: SR. CITIZEN COMMUNITY SERVICE REIMBURSEMENT PROGRAM

Phillip – This is to confirm that you are on the Selectman’s agenda for Monday August 29<sup>th</sup> for this topic. I would estimate that the matter would come up around 8:30PM or so, but Patti may be able to give you a more exact time as we get closer to the date. The whole topic should take about 15 minutes to handle. Thanks.

**From:** Beltz, Phillip  
**Sent:** Monday, August 08, 2016 2:41 PM  
**To:** Howard, Richard <rhoward@winchester.us>  
**Cc:** Tracy, Sheila <stracy@winchester.us>; Ward, Stacie <sward@winchester.us>  
**Subject:** SR. CITIZEN COMMUNITY SERVICE REIMBURSEMENT PROGRAM

Please see attached recommendations borne out of recommendations from COA Financial Counselor and follow-up to our discussion today. Thank you.