

**TOWN OF GRAY**  
**GRAY TOWN COUNCIL**  
**AGENDA • NOVEMBER 16, 2021**

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**Gray Town  
Council Workshop**

**Online via Zoom**  
<https://us06web.zoom.us/j/84432945087>

**6:00 PM**

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**OPENING STATEMENT**

*Due to the ongoing COVID-19 emergency, the Town Council meeting will NOT take place in person. The meeting will be held online with the link provided the day of the meeting.*

**CALL to ORDER**

Roll Call

**WORKSHOP 6:00 PM - 6:55 PM**

M-Dash/Maine Council on Aging Presentation and Discussion **30 MINS**

Senior Property Tax Assistance Ordinance **25 MINS**

*\* The Town of Gray is an equal opportunity employer and complies with all applicable equal access to public accommodations law. If you are planning to attend a Town Council or Town committee or board meeting and need assistance with a physical disability, please contact the Town Manager's office at least 48 hours in advance of the meeting to have the Town assist you. 657-3339. TTY 657-3931.*

**History**

In collaboration with the Maine Municipal Association, the Maine Council on Aging (MCOA) convened a multi-stakeholder Task Force of municipal officials, state leaders and aging services providers in February 2019. The goals of the Task Force were to (1) identify strategies to grow, strengthen and support municipal efforts to ensure that older residents can age well in their homes and communities, and (2) create a plan to better integrate municipal efforts with regional and statewide systems that support healthy aging.

After a period of learning, the Task Force focused on developing:

- A data dashboard to help municipalities use objective data to help understand the unmet needs of their older residents
- A guide to actions a municipality and/or their partners could take to address unmet needs
- The start of an education program to help educate and motivate others to take action.

They identified credible sources of statewide, regional, and local data that could educate and motivate a municipality to take action to meet the unmet needs of older residents. In addition, they developed a process and survey instrument to help a community understand the kinds of proven actions it could take.

To move from idea to action, and with a Robert Wood Johnson Foundation DASH (Data Across Sectors for Health) CIC-START grant, MCOA worked with the City of South Portland to develop a Dashboard process that could be replicated in other communities. The Dashboard work started in April 2020 and was completed in October 2020.

After a successful pilot of the dashboard process, MCOA received funding from the Maine Health Access Foundation and the Bingham Program to begin action planning with South Portland and to pilot the entire project in three additional municipalities. MCOA chose Eastport, Gray, and Hallowell for the three new communities and began work the fall of 2020. The goal is to work with each community for a total of 3 years and add up to 4 new communities each year.

**The M-DASH Committee:** To make sure that MCOA includes community partners that have data that can provide municipalities with meaningful decision-making tools, we recruit representatives from health care, municipal government, regional planning, social service organizations, and local non-profits. *For more information see <http://mainecouncilonaging.org/dash/>*

**Examples from an Emerging Action-Oriented Dashboard**

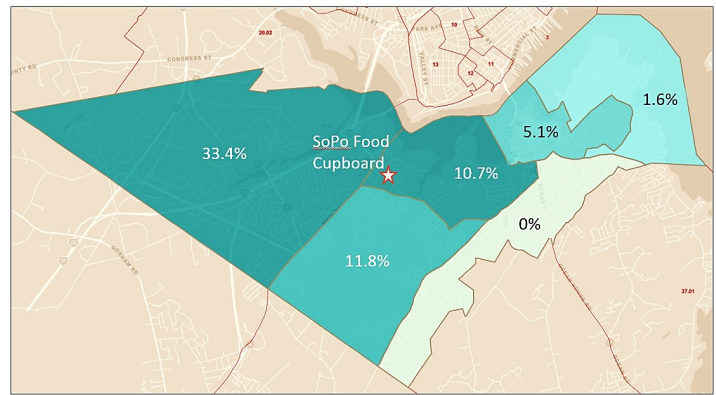
**Housing and Transportation**

South Portland has 573 units of HUD-sponsored housing for older adults. Of those, 481 are subsidized (14 units/100 residents 65+). However, 6 of the 7 complexes are in areas where it is difficult to walk to errands or that are more than a five-minute walk to public transit. In 2019, the City Bus was used by 1.6% of older residents. Possible Municipal Action Item: Promote use of public transit for older residents and develop program to connect transit to housing.

**Food Security**

Looking at overall SNAP (food stamps) participation by 60+ households tells only part of the story. Some neighborhoods have greater need than others. The north-west part of the city has the highest percentage of older households enrolled in SNAP, which indicates need. The Food Cupboard has programs that provide food for 83 older people in South Portland but estimates that it is only meeting about half of the need. Possible Municipal Action Item: Reduce Barriers to using the Food Cupboard.

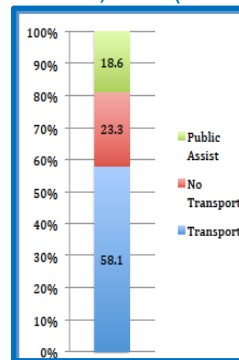
Food Stamp Receipt by hhlds 60+, South Portland  
Overall 10.9% of 60+ households



**Falls**

US Census data show that 19.3% of South Portland residents 65+ report ambulatory difficulties. Falls are the primary reason for 24.6% of all calls to South Portland EMS for people 50+; 41.9% of those are not transported to the hospital. In 2019, 24 South Portland residents participated in an evidence-based fall prevention class through SMAAA. Possible Municipal Action Item: Increase the number of classes, reduce enrollment barriers, develop integrated referral systems among EMS, healthcare, and social services.

South Portland EMS Calls  
For Falls, 2019 (n=587)



Focus: Falls Prevention (Table S1810, 2013-2017 5-year estimates)		
65+ Ambulatory Difficulty	740	19.3%
<b>Local Data</b>		
All EMS Calls (for 50+)	2388	57.3%
Falls	587	24.6% (of 50+)
Transport	341	58.1%
No Transport	137	23.3%
Public and Agency Assist, no tx needed	109	18.6%
<b>Evidence-based programs</b>	24	3.2% of ppl. w/amb. diff.

## M-DASH Action Planning Tool

**General Topic** (e.g. food/falls/transportation/housing, etc.): Evaluating lifelong livability in Gray.

**Broad Goal** (e.g. reduce falls by residents over 75, or increase transportation options for people who can no longer drive, etc.)

Gray engages in planning, investment, and development to intentionally include the needs of older residents, seeing older people as a valuable asset to the community.

**Specific Objectives, in order of priority** (e.g. create way to share information about people who have fallen, design intervention to address reason for fall, host more evidence-based falls prevention classes):

1. Home Repair/Modification: seeking funding for local models/resources to increase options.
2. Inventory of existing housing
3. Evaluate where zoning inhibits housing that is needed for older people
4. Increasing information-sharing about available transportation options and increasing transportation options

**Key Municipal Staff to involve in the project** (for instance, General assistance Public Safety, public health committee, age-friendly committee, Town clerk, Recreation, Planning, Code Enforcement/Health Officer, etc.):

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_

**Key Local Partners with subject matter connection to involve in the project** (for instance, public housing authority, regional transportation provider, local food pantry, library, etc)

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_

**Key Healthcare & Social Services Partners to involve in the project** (for instance, FQHC, Primary Care practices, Area Agency on Aging, CAP, health system, etc)

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_

**General Questions:**

**Do we have sufficient baseline data? If not, what additional data do we want to collect? How will we know we've been successful?**

**What's already in place that's working in the community?**

**What do we need to learn to create an action plan to meet our objectives?**

**What models exist that we can learn from?**

Topic	Gray		Cumberland County		Maine		Sources
	#	%	#	%	#	%	
Population Ages							
Total Population	8,085		290,944		1,332,813		S0101 ACS 2018 5-year estimates
Total Households	3,350		119,717		556,955		S1101 ACS 2018 5-year estimates
Households with one or more people age 60 or over	1,450	43%	47,546	39.7%	243,337	44%	B11006 ACS 2018 5-year estimates
Householders over 65	953		31,477		161,891		B19037 ACS 2018 5-year estimates
Median Age	42.9		42.1		44.6		S0101 ACS 2018 5-year estimates
Under 18	1,593	19.7%	55,690	19.1%	254,661	19.1%	S0101 ACS 2018 5-year estimates
18-64	4,941	61.1%	184,890	63.5%	818,976	61.4%	S0101 ACS 2018 5-year estimates
20-49	2,937	36.3%	112,766	38.8%	475,142	35.6%	S0101 ACS 2018 5-year estimates
50-64	1,917	23.7%	64,587	22.2%	310,932	23.3%	S0101 ACS 2018 5-year estimates
60+	2,230	27.6%	70,245	24.1%	360,329	27.0%	S0101 ACS 2018 5-year estimates
65+	1,551	19.2%	50,364	17.3%	259,176	19.4%	S0101 ACS 2018 5-year estimates
Men	758	20.4%	22,044	15.6%	117,451	18.0%	S0101 ACS 2018 5-year estimates
Women	793	18.1%	28,320	18.9%	141,725	20.8%	S0101 ACS 2018 5-year estimates
60-69 year old	1,359	16.8%	37,623	12.9%	190,322	14.3%	S0101 ACS 2018 5-year estimates
70-79 year old	763	9.4%	20,219	6.9%	106,389	8.0%	S0101 ACS 2018 5-year estimates
80+	108	1.3%	12,403	4.3%	63,618	4.8%	S0101 ACS 2018 5-year estimates
Ratio of working age to older adults	3.19		3.67		3.16		For every older adult, there are X.XX working age adults (18-64/65+)
Veterans 65+	268	17.3%	8,305	16.5%	56,946	22.0%	S2101 ACS 2018 5-year estimates, universe is 65+
White alone	7,532	93.2%	267,511	91.9%	1,259,217	94.5%	B02001 ACS 2018 5-year estimates
Black/African American alone	33	0.4%	8,481	2.9%	17,881	1.3%	B02001 ACS 2018 5-year estimates
American Indian/Alaskan Native alone	65	0.8%	547	0.2%	8,302	0.6%	B02001 ACS 2018 5-year estimates
Asian alone	134	1.7%	6,145	2.1%	14,917	1.1%	B02001 ACS 2018 5-year estimates
Hawaiian/Pacific Islander alone	0	0.0%	16	0.0%	318	0.0%	B02001 ACS 2018 5-year estimates

Some other race alone	16	0.2%	1,033	0.4%	2,970	0.2%	B02001 ACS 2018 5-year estimates
Two or more races	305	3.8%	7,211	2.5%	29,208	2.2%	B02001 ACS 2018 5-year estimates
<b>Income</b>							
Median Household Income	\$72,563		\$69,708		\$55,425		DP03 ACS 2018 5-year estimates
65+ householder <50% median	322	33.8%	11,454	36.4%	61,872	38.2%	B19037 ACS 2018 5-year estimates, universe is 65+ householders
65+ householder <25% median	89	9.3%	6,216	19.7%	23,831	14.7%	B19037 ACS 2018 5-year estimates, universe is 65+ householders
Mean Household Income	\$83,594		\$91,780		\$73,210		DP03 ACS 2018 5-year estimates
Mean Social Security Income	\$18,975		\$19,426		\$18,188		DP03 ACS 2018 5-year estimates
Mean Retirement Income	\$18,703		\$25,446		\$23,668		DP03 ACS 2018 5-year estimates
65+ below 100% FPL	150	9.7%	3,864	7.9%	22,077	8.8%	S1701 ACS 2018 5-year estimates, universe is 65+
Men	36	24.0%	1,347	34.9%	7,725	35.0%	B17001 ACS 2018 5-year estimates
Women	114	76.0%	2,517	65.1%	14,352	65.0%	B17001 ACS 2018 5-year estimates
65+ with Medicaid	244	15.7%	6,200	12.7%	42,109	16.7%	C27007 ACS 2018 5-year estimates, universe is 65+
2020 requests to St. Gregory's for financial assistance	56						Interview w/St. Gregory's, unable to parse out by age
2020 requests to St. Gregory's for heating assistance	16						Interview w/St. Gregory's, unable to parse out by age
Elder Economic Security Index: Single, with mortgage, good health			\$28,644		\$30,276		elderindex.org
Elder Economic Security Index: Single, no mortgage, good health			\$21,180		\$21,588		elderindex.org
Elder Economic Security Index: Single, renter, good health			\$23,424		\$24,912		elderindex.org
Income required to qualify for SNAP (1 person HH, before taxes)	\$23,606		\$23,606		\$23,606		benefits.gov

Income required to qualify for Medicaid (1 person HH, before taxes)	\$16,971		\$16,971		\$16,971		benefits.gov
Housing							
65+ living alone	383	24.7%	14,941	29.7%	82,587	31.9%	B09020 ACS 2018 5-year estimates, universe is 65+
Men	128	8.3%	4,119	8.2%	22,622	8.7%	B09020 ACS 2018 5-year estimates, universe is 65+
Women	185	11.9%	10,280	20.4%	49,535	19.1%	B09020 ACS 2018 5-year estimates, universe is 65+
Median Income of 65+ men living alone	\$56,522		\$28,067		\$25,807		B19215 ACS 2018 5-year estimates
Median Income of 65+ women living alone	\$35,707		\$27,120		\$20,826		B19215 ACS 2018 5-year estimates
65+ living with spouse	732	47.2%	26,664	52.9%	149,984	57.9%	B09020 ACS 2018 5-year estimates, universe is 65+
65+ living with other relatives	7	0.5%	760	1.5%	4,601	1.8%	B09020 ACS 2018 5-year estimates, universe is 65+
65+ living with Parents/Parents-in-Law	46	3.0%	1,981	3.9%	8,767	3.4%	B09020 ACS 2018 5-year estimates, universe is 65+
65+ living with non-relatives	100	6.4%	1,468	2.9%	7,876	3.0%	B09020 ACS 2018 5-year estimates, universe is 65+
65+ living in group quarters	4	0.3%	1,918	3.8%	9,835	3.8%	B09020 ACS 2018 5-year estimates, universe is 65+
Grandparent 60+ responsible for grandchild <18	33	1.5%	549	0.8%	2,930	0.8%	B10052 ACS 2018 5-year estimates, universe is 60+
65+ own home	884	57.0%	24,314	48.3%	128,258	49.5%	B25007 ACS 2018 5-year estimates, universe is 65+
65+ own home with mortgage	395	44.7%	10,360	42.6%	45,327	35.3%	B25027 ACS 2018 5-year estimates
65+ own home with no mortgage	489	55.3%	13,954	57.4%	82,931	64.7%	B25027 ACS 2018 5-year estimates
65+ renting	69	4.4%	7,163	14.2%	33,633	13.0%	B25007 ACS 2018 5-year estimates, universe is 65+
65+ renters spending 30% or more of household income for rent	28	40.6%	3,608	50.4%	15,630	46.5%	B25072 ACS 2018 5-year estimates

Median home value	\$225,500		\$269,200		\$184,500		DP04 ACS 2018 5-year estimates
60+ Median monthly owner costs with mortgage			\$1,572		\$1,277		S0102 ACS 2018 5-year estimates
60+ Median monthly owner costs with no mortgage			\$638		\$503		S0102 ACS 2018 5-year estimates
60+ Owner Occupied Housing, spending 30% or more on housing				29.1%		26.0%	S0102 ACS 2018 5-year estimates
60+ Renter Occupied Housing, spending 30% or more on housing				48.0%		46.0%	S0102 ACS 2018 5-year estimates
65+ hhld, Age of home, 30+ years (owner or renter occ)	608	63.8%	23,173	73.6%	121,755	75.2%	B25126 ACS 2018 5-year estimates, universe is 65+ householder
65+ hhld, Age of home, 50+ years (owner or renter occ)	402	42.2%	14,157	45.0%	73,546	45.4%	B25126 ACS 2018 5-year estimates, universe is 65+ householder
Affordable senior properties	2						Avesta, 1 more with 27 units projected for 2022
With an RSC	1						Avesta
With onsite programming and/or transportation	1						Avesta
Vacant housing units for seasonal, recreational, or occasional use	662		15,851		130,354		B25004 ACS 2018 5-year estimates
Food							
60+ reporting food insecurity					28,106	7.80%	Sub-state level data not available due to research methodology limitations. Percentage from Feeding America: The State of Senior Hunger in America 2018 (2020 Release), number extrapolated

Number of people age 60+ eligible for SNAP					42,000	11.7%	FRAC & AARP Foundation, universe is 60+
Number of people age 60+ who receive SNAP					22,680	6.3%	FRAC & AARP Foundation, universe is 60+
SNAP households with at least one person 60+	89	49.7%	3,821	36.1%	29,909	37.6%	S2201 ACS 2018 5-year estimates
Households receiving SNAP with at least one person 60+	89	2.7%					Universe is all households
Older Americans Act food programs number of people served (congregate + home-delivered)	35	1.57%	1,913	2.72%	13,940	3.87%	Meals on Wheels America Sept. 2020 Maine report, universe is 60+
60+ served at food pantry in 2020	312						Gray Food Pantry
Meals on Wheels people/meals in 2020	30/3000						SMAAA
Commodity Supplemental Food Program (CSFP) total participation in 2020	979 pickups				8,205	2.28%	State: USDA Food Distribution Program Table, universe is 60+
Health							
65+ Living with at least one disability (hearing, vision, cognitive, ambulatory, self-care, or independent living)	463	29.9%	14,130	29.0%	84,223	33.5%	S1810 ACS 2018 5-year estimates, universe is 65+
65+ Cognitive Difficulty	135	8.7%	3,314	6.8%	19,171	7.6%	S1810 ACS 2018 5-year estimates, universe is 65+
65+ Ambulatory Difficulty	165	10.6%	7,802	16.0%	48,017	19.1%	S1810 ACS 2018 5-year estimates, universe is 65+
65+ Self-Care Difficulty	109	7.0%	2,879	5.9%	15,492	6.2%	S1810 ACS 2018 5-year estimates, universe is 65+
65+ Independent Living Difficulty	113	7.3%	4,974	10.2%	29,084	11.6%	S1810 ACS 2018 5-year estimates, universe is 65+
65+ Living with two or more disabilities	330	21.3%	6,947	14.2%	41,479	16.5%	C18108 ACS2018 5-year estimates, universe is 65+
Falls							
Total EMS Calls in 2020	617						EMS Data

EMS Calls for people over 60	278	45.1%					EMS Data
Individual EMS calls for a fall* (private residences only)	56	20.1%					Could contain duplicate entries or duplicate people (same patient calling more than once)
Individual people who called for a fall	49	17.6%					Someone calling more than once has been removed
Lift Assist only, without a fall	0	0.0%					
<b>By Transport Status</b>							
Transport	36	64.3%					Universe is individual EMS calls for a fall, may contain duplicates
No Transport	16	28.6%					Universe is individual EMS calls for a fall, may contain duplicates
Public and Agency Assist	2	3.6%					Universe is individual EMS calls for a fall, may contain duplicates
<b>By Age</b>							
60-69	20	35.7%					Universe is individual EMS calls for a fall, may contain duplicates
70-79	19	33.9%					Universe is individual EMS calls for a fall, may contain duplicates
80-89	13	23.2%					Universe is individual EMS calls for a fall, may contain duplicates
90-99	3	5.4%					Universe is individual EMS calls for a fall, may contain duplicates
100+	0	0.0%					Universe is individual EMS calls for a fall, may contain duplicates
<b>By Cause, if Listed</b>							
Bed	1						EMS Data
Chair	2						EMS Data
Stairs	10						EMS Data
Ladder	3						
Ice/Snow	0						EMS Data

One Level to Another	0						EMS Data
Shower/Tub	0						EMS Data
Toilet	0						EMS Data
Slip/Trip/Stumble	7						EMS Data
Other	9						EMS Data
Transportation							
65+ householder with no vehicle available	41	4.30%	3,692	11.73%	16,447	10.16%	B25045 ACS 2018 5-year estimates
Class C Driver's License Holders for 2020					982,155		<a href="https://www.maine.gov/sos/bmv/stats/Lic%2020.pdf">https://www.maine.gov/sos/bmv/stats/Lic%2020.pdf</a>
60+					342,089	94.94%	
Men					152,841	44.68%	
Women					189,248	55.32%	
65+					248,208	95.77%	
Men					111,307	44.84%	
Women					136,901	55.16%	
80+					46,506	73.10%	
Men					20,789	44.70%	
Women					25,717	55.30%	
60-64					93,881		
Men					41,534	44.24%	
Women					52,347	55.76%	
65-69					85,261		
Men					37,803	44.34%	
Women					47,458	55.66%	
70-74					71,731		
Men					32,494	45.30%	
Women					39,237	54.70%	
75-79					44,710		
Men					20,221	45.23%	
Women					24,489	54.77%	
80-84					26,598		

Men					11,770	44.25%	
Women					14,828	55.75%	
85+					19,908		
Men					9,019	45.30%	
Women					10,889	54.70%	
RTP residents served in Gray last year	21						RTP
RTP trips to/from Gray fiscal year	458						RTP
Automobile Crashes involving driver 60+	36	19.57%	1,677	29.15%	7,732	28.92%	Maine DOT public crash query tool
Other							
Phone Pal clients/volunteers	2/1						SMAAA
Tech Pal participants	0						SMAAA
Frauds/Scams 2019 to present for victims 65+	36						Cumberland County Sheriff

## 2021 - Senior Property Tax Program Qualifying Applicants

<u>Last Name</u>	<u>First Name</u>	<u>Property Location</u>	<u>Mailing Address if different</u>	<u>Phone</u>	<u>Qualifies</u>	<u>Amount</u>
Barton	Dorothy	18 Blueberry Lane		657-4112	Yes	430.20
Bridges	Calvin	174 Long Hill Road		657-4613	Yes	500.00
Christie	Donald	7 Fairview Ave		754-0339	Yes	500.00
Collins	Kathleen	235 Center Road		657-3603	Yes	496.91
Gordon	Wilma	6 Wanda Lane		657-3654	Yes	500.00
Hardy	Linda	134 Center Road		657-5292	Yes	500.00
Johnston	Sarah	6 Fairview Ave		657-4631	Yes	500.00
Kimball	Patricia	385 Portland Road		657-4874	Yes	11.98
Lamontagne	Caroline	106 Center Road		657-3757	Yes	229.52
Levesque	Joan	3 McConkey Road		657-4381	Yes	500.00
Lowell	David	35 Whitney Road		272-2656	Yes	500.00
Lynch	Elizabeth	274 Mayall Road		657-5485	Yes	500.00
MacLean	Josephine	182 Shaker Road		657-4711	Yes	500.00
Martineau	Elaine	142 North Raymond Road	PO Box 642, Gray, ME 04039	657-2257	Yes	500.00
McCurry	Jacqueline	94 Lewiston Rd #5		712-8772	Yes	500.00
McMinn	Nancy	25 Gray Park		657-3550	Yes	500.00
Molleo	Edward	46 Yarmouth Road	PO Box 818, Gray, ME 04039	650-0112	Yes	500.00
Morse	Carol	2 Wanda Lane		657-3694	Yes	464.75
Neal	Donald	23 Gray Park		657-2041	Yes	224.20
Nichols	Shirley	148 Shaker Road	PO Box 693, Gray, ME 04039	657-4702	Yes	500.00
O'Connell	Daniel	145 Mayberry Road		650-1378	Yes	500.00
Pease	Jane	103 Lawrence Rd		207-428-4044	Yes	500.00
Smith	Peter/Jeanette	191 North Raymond Road		1-603-287-4360	Yes	500.00
Smithson	Robert/Paula	22 Valley High Road		310-8031	Yes	500.00
Strout	Judith	203 Shaker Road		657-4558	Yes	500.00
Taylor	Clark	172 Mayall Road		233-1405	Yes	500.00
Towle	Betty	8 Mayberry Road		650-6121	Yes	276.67
Vail	Darwin	18 Rustic Road	Po Box 864, Gray, ME 04039	831-0560	Yes	0.00
Walker	Charlena	138 Shaker Road	PO Box 254, Gray, ME 04039	657-4811	yes	32.09
Wilson	Donald	161 Mayberry Road		894-0828	Yes	279.97
					Total	12,446.29

**CHAPTER 305**  
**SENIOR PROPERTY TAX ASSISTANCE**  
**TOWN OF GRAY MAINE**

*Adopted January 21, 2020, Effective February 20, 2020*

**SECTION 305.1 —PURPOSE**

The purpose of this article is to establish a program to provide property tax assistance to persons seventy (70) years of age and over who reside in the Town of Gray. Under this program, the Town of Gray will provide refund payments to those individuals who maintain a homestead in the Town of Gray and meet the criteria established by this article.

**SECTION 305.2 —DEFINITIONS**

As used in this article, the following terms shall have the meanings indicated:

**BENEFIT BASE:** Property taxes paid by a qualifying applicant during the tax year on the qualifying applicant's homestead or rent constituting property taxes paid by the resident individual during the tax year on a homestead not exceeding \$3,500.

**HOMESTEAD:** For purposes of this article, "homestead" shall have the same meaning as defined in 36 M.R.S.A. § 5219-KK(1)(C). Generally, a homestead is a dwelling owned or rented by the person seeking tax assistance under this article or held in a revocable living trust for the benefit of that person. The dwelling must be occupied by that person and that person's dependents as a home.

**QUALIFYING APPLICANT:** A person who is determined by the Town Manager or his designee, after review of a complete application under § 4 of this chapter, to be eligible for a refund payment under the terms of this article.

**HOUSEHOLD INCOME:** Total household income as determined by the total adjusted gross income reported on the applicant's most recent income tax return, plus the total adjusted gross income of each additional adult member of the household if filing separately.

**RENT CONSTITUTING PROPERTY TAX:** Fifteen percent (15%) of the gross rent actually paid in cash or its equivalent during the tax year solely for the right of occupancy of a homestead. For the purposes of this article, "gross rent" means rent paid at arm's length solely for the right of occupancy of a homestead, exclusive of charges for any utilities, services, furniture, furnishings or personal property appliances furnished by the landlord as part of the rental agreement, whether or not expressly set out in the rental agreement.

### **SECTION 305.3 — CRITERIA FOR PARTICIPATION**

In order to participate in the property tax assistance program, an applicant shall demonstrate all of the following:

- A. The applicant shall be 70 years of age or more at the time of application.
- B. The applicant shall have a homestead in the Town of Gray at the time of the application and for the entire year prior to the date of application.
- C. The applicant has been a resident of the Town of Gray for at least 10 years immediately preceding the date of application for participation in the Program.
- D. The applicant shall own no more than one property at the time of application.
- E. The applicant shall meet the application and eligibility criteria set forth in §§ 4 and 5 of this chapter.

### **SECTION 305.4 — APPLICATION AND PAYMENT PROCEDURES**

A. Persons seeking to participate in the property tax assistance program shall submit an application to the Town Manager no later than August 1 of the year for which the refund is requested. Applications are required for every year the applicant seeks to participate in this program. The application form for the program shall be made available upon request in the Town Manager's office and shall include, at a minimum, the applicant's name, homestead address and contact information. Attached to all applications shall be proof of household income.

B. Applicants shall also submit proof of property taxes paid or rent constituting property taxes paid during the tax year on the individual's homestead in the Town of Gray.

C. The Town Manager or his/her designee shall review and determine if the application is complete and accurate and if the applicant is otherwise eligible to participate in the program. The Town Manager or designee shall notify an applicant if an application is determined to be incomplete. The Town Manager's decision on eligibility to participate in the program shall be final.

### **SECTION 305.5 — DETERMINATION OF ELIGIBILITY AND AMOUNT**

If the Town Manager or designee determines that the applicant is eligible to participate in the program, he/she shall determine the total amount of such eligibility in accordance with the following formula. Eligibility under this article shall be proportional to the applicant's income in relation to the applicant's benefit base.

For purposes of calculating eligibility under this article, the applicant's income shall include total household income, and the benefit base shall not exceed \$3,500, regardless of actual property taxes accrued or rent constituting property taxes accrued. Applicants with household income greater than an amount equal to 50% of the current U.S. Department of Housing and Urban Development metropolitan area median family income shall not be eligible for benefits under this article.

Notwithstanding the following formulas, the maximum benefit allowed under this article shall be \$500.

Eligibility shall be the lesser of the following amounts:

- A. Fifty percent of the amount by which the benefit base (not to exceed \$3,500) exceeds 5% of the applicant's household income (not to exceed 50% of the current HUD MFI for the Portland

metropolitan area). (Note: 2019 HUD median family income (MFI) for the Portland is \$93,000 which would make the maximum income limit for eligibility \$46,500.)

B.  $(\text{Benefit base} - 5\% \text{ of Income}) / 2 = \text{Benefit Amount}$

C. An amount proportional to the available monies as approved by the Town Council in the Town's annual budget and the applications received for that application year, calculated as a percentage of the benefit amount for which the applicant is eligible in § 5(A)(1).

#### **SECTION 305.6 — LIMITATIONS ON PAYMENTS**

A. The Town Manager shall report to the Town Council for its approval each year the projected payments and number of eligible applicants requesting assistance from the program fund. This report shall be no later than at its second meeting following the August 1<sup>st</sup> application deadline.

B. Payments under this article shall be conditioned upon the existence of sufficient monies in the program fund the year in which participation is sought. If there are not sufficient monies in the program fund to pay all qualifying applicants under this article, payments shall be limited to the amounts available in the fund and may be prorated accordingly. In the event that a lack of funding results in no payment or less than the full payment to a qualifying applicant, the request will not carry over to the next year.

#### **SECTION 305.7 — CREATION OF PROGRAM FUND**

The program fund from which payments shall be made under the terms of this article shall be created as follows:

A. As funds are available, the Town Council shall annually appropriate monies from the general fund or other sources to support this program.

B. Any surplus monies available after all payments have been made shall be carried forward within the fund to the next fiscal year.

C. Any additional funds that may be received by dedication, gift, donation, or by supplemental appropriation as may be approved.

#### **SECTION 305.8 — TIMING OF PAYMENTS**

A person who qualifies for payment under this program shall be mailed a check for the benefit amount for which he/she is eligible under § 5 no later than fourteen (14) days from the date of Council approval of the applications for the year in which participation is sought.

#### **SECTION 305.9 — ONE APPLICANT PER HOUSEHOLD**

Only one qualifying applicant per household shall be entitled to payment under this program each year. Eligibility shall be determined based on total household income. The right to file an application under this article is personal to the applicant and does not survive the applicant's death, but the right may be exercised on behalf of an applicant by the applicant's legal guardian or attorney in fact. If an applicant dies after having filed a timely complete application that results in a determination of qualification, the amount determined by the Town Manager shall be disbursed to another member of the household as determined by the Town Manager. If the applicant was the only member of a household, then no payment shall be made under this article.