

***Elderly & Disabled Tax Assistance Committee
Meeting Minutes
Of
October 3, 2023***

The meeting of the Elderly & Disabled Tax Assistance Committee was called to order by Grace Keenan, Chair at 5:34 p.m. on Tuesday, October 3, 2023, at Town Hall, 26 Court St., in the Cranberry Meeting Room, located on the 3rd Floor.

PRESENT

Committee Members present:

Grace Keenan, Chair
Patricia Meachen, Vice Chair
Dawn King
John Young
James Sullivan- arrived at 5:42 p.m.

AGENDA ITEMS

The first item of business was approval of meeting minutes.

- Approval Meeting Minutes from September 12, 2023

John Young moved to accept the meeting minutes from September 12, 2023, as presented.

Dawn King seconded the motion. The motion carries unanimously.

- Discussion of Donations and Applications

Ms. Meachen updated the committee members regarding donations. The current balance of donations as of October 3, 2023, is in the amount of \$17,866.03.

A total of eight applications for tax assistance were received. The Committee reviewed each of them and after much discussion it was determined that five of the applications were approved for a \$1,000 tax assistance award for FY2024. The other three applications did not have complete documentation. The Treasurers office will reach out to them and request additional information which will be reviewed at the October 10th meeting for potential additional awards.

Applicant #1

James Sullivan moved to approve a \$1,000 tax assistance award.

John Young, second. The motion was approved unanimously.

Applicant #2

James Sullivan moved to approve a \$1,000 tax assistance award.

John Young, second. The motion was approved unanimously.

Applicant #3

John Young moved to approve a \$1,000 tax assistance award.

Patricia Meachen, second. The motion was approved unanimously.

Applicant #4

James Sullivan moved to have the applicant provide additional information/documentation in order to make an informed decision.
John Young, second. The motion was approved unanimously.

Applicant #5

James Sullivan moved to have the applicant provide additional information/documentation in order to make an informed decision.
John Young, second. The motion was approved unanimously.

Applicant #6

James Sullivan moved to have the applicant provide additional information/documentation in order to make an informed decision.
John Young, second. The motion was approved unanimously.

Applicant #7

John Young moved to approve a \$1,000 tax assistance award.
Patricia Meachen, second. The motion was approved unanimously.

Applicant #8

John Young moved to approve a \$1,000 tax assistance award.
James Sullivan, second. The motion was approved unanimously.

It should also be noted that additional discussion will take place at a later date regarding the requirements for assets and income.

James Sullivan moved to have further discussion to clarify assets and income.
Dawn King, second. The motion carries unanimously.

All tax assistance awards will be announced by October 31, 2023.

- The next meeting of the committee will be on Tuesday, October 10, 2023, and will be held in the Cranberry Meeting Room located on the 3rd Floor of Town Hall.

John Young moved for adjournment at 7:33 p.m.
Dawn King seconded the motion. The motion to adjourn was unanimously approved.
The meeting was concluded at 7:33 p.m.

Respectfully submitted,

Pamela L. Borgatti

Pamela L. Borgatti, Clerk