

The Trash Billing cycle is July 1_of the current year through June 30 the following year.

Any and all late fees, demand notices and the first half of the total bill must be paid before any abatement will be awarded (unless issued as a proven vacant property).

Abatements will be issued for one-half the total base amount.

- If the annual bill is \$270.00, \$135.00 will be abated if approved.
- Only one category of abatement will be awarded. **ie:** If the home owner / resident is a qualified senior citizen and only lives here 6 months or less per year, the abatement will be issued either as a *senior* or *summer resident*.

All abatements must be applied for by the home-owner or its representative annually for a *Senior Citizen*, *Summer Resident*, *Other Means of Disposal* and *Other* category and *twice* annually for a *Vacant Property* category abatement.

- If the abatement form is downloaded from the Town's website, it must be filled out completely, signed and returned via mail or in person.
- Abatement forms may be obtained in person.
- Abatements are not automatically applied to accounts.

After the abatement is applied for, it is presented to the Town Administrator for signature before being applied to the property account.

Here is an explanation of each category on the abatement form:

SENIOR CITIZEN (each line item must be checked off by the applicant)

- They must be 70 years of age or older by July 1 of the fiscal year.
- They must live alone or with spouse only...no others can live with them. (There have been exceptions made in certain extreme cases.)
- The fixed income for one person cannot exceed \$32,000.00. The fixed income for 2 persons cannot exceed \$36,000.00.
- They must own their own home (not rent or live in in-law apt. or with family members) and reside on the property.
- They must declare their date of birth.
- They must sign the application. An assigned Power of Attorney or child may sign the application if the owner is unable to.

SUMMER RESIDENT

- They must reside outside of Pembroke for 6 months or more to qualify.

VACANT PROPERTY

- The owner must provide proof of vacancy via the most current billing showing reduced water and electric usage if the building is still inhabitable. This must be repeated for the second half of the billing cycle.
- If it is uninhabitable via condemnation, fire, demolition, etc., then a 6-month abatement can be applied for without the proof of utility usage. This must be repeated for the second half of the billing cycle.

OTHER MEANS OF DISPOSAL (trash will not be picked up curbside)

- If trash is taken from the premises by a private hauler, the resident must provide proof of current disposal invoices by a Town licensed trash hauler.
- If trash is taken to resident's place of work, a letter must be written and signed by the company owner / supervisor on company letterhead stating that the resident (must state resident's name and address) has permission to dispose of their household trash at the company facility.
- Trash claimed to be taken elsewhere (a property in another town / city) will not be abated unless a signed letter by that town's administrator or other authority on the town / city letterhead stating the resident (must state resident's name and Pembroke address) has permission to dispose of their household trash at that property (must state resident's name and property address) in another town / city.

OTHER

- Billing errors or other miscellaneous charges fall into this category.