

Town of Lowell, Maine

Policy Regarding Payment Plans for Past Due Property Taxes

Effective Date:

1. Purpose

The purpose of this policy is to establish clear and consistent guidelines for the offering and management of installment payment agreements between the Town of Lowell, Maine, and taxpayers who have delinquent property tax balances. This policy aims to facilitate the collection of past-due taxes while providing a structured pathway for property owners to resolve their financial obligations to the Town.

2. Eligibility

This policy applies to all property owners with outstanding, past-due real estate taxes owed to the Town of Lowell. Participation in a payment plan is voluntary and subject to the approval of the Town Select Board. A separate, distinct payment agreement must be established for each individual tax year for which there is a past due balance

3. Payment Plan Terms

Any payment plan agreement established under this policy shall include the following mandatory terms:

Term	Requirement
Initial Down Payment	The taxpayer must pay a minimum of ten percent (10%) of the total outstanding past-due tax balance at the time the agreement is signed.
Monthly Installment Amount	Subsequent monthly payments must be a minimum of ten percent (10%) of the total outstanding past-due tax balance, calculated at the time the agreement is signed.
Minimum Payment Threshold	Notwithstanding the 10% calculation, no individual monthly payment shall be less than One Hundred Dollars (\$100.00) .
Interest and Fees	Interest will continue to accrue on the outstanding tax balance in accordance with Maine State law. All related fees and costs incurred by the Town remain the responsibility of the taxpayer.

Term The plan shall continue until all past-due taxes, accrued interest, fees, and costs are paid in full.

4. Consequences of Default

An installment agreement is a good-faith contract between the taxpayer and the Town.

A default occurs if a scheduled payment is not received by the due date specified in the agreement.

Upon the occurrence of a default, the agreement shall be immediately terminated, and the Town shall, without further notice, resume and continue all legal options available to collect the outstanding balance, including but not limited to the full lien process, foreclosure, and collection actions against the property.

5. Execution of Agreement

All payment plans must be documented in a written agreement, signed by the property owner(s) and Town Select Board.

6. Application to Future Taxes

This policy only addresses past-due taxes.

7. Select Board Authority and Discretion

Any payment plan established under this policy may be reviewed, amended, or canceled by the Town of Lowell Select Board at its sole discretion, with written notice provided to the taxpayer.

Town of Lowell Select Board

Adopted 12/17/2025 BOS