



The Commonwealth of Massachusetts
Office of the Inspector General

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INSPECTOR GENERAL

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November 3, 2009

Paul Cohen, Town Manager
Town of Chelmsford
50 Billerica Road
Chelmsford, Massachusetts 02739

RE: 19 Maple Road, Chelmsford, Massachusetts

Dear Mr. Cohen:

Reference is made to this Office's August 25, 2009 request seeking all documents relating to the 2006 sale of a parcel of town-owned property located at 19 Maple Road, Chelmsford ("Property") to Robert and Jo Morse, specifically the transaction records for the sale of the Property and copies of the municipal valuation(s) of the Property and all related real estate tax bills from March 6, 2006 to the present.

You provided the requested documents in a timely manner.

As you know, this was a disposition of an interest in real property subject to M.G.L. c.30B, §16. This Office reviewed the transaction record provided by the town and notes certain deficiencies. These are as follows: there is no evidence of a declaration of availability (M.G.L. c.30B, §16(a)); no evidence of two consecutive weeks of newspaper advertising (M.G.L. c.30B, §16(d)); and no publication in the *Central Register* of name of the person selected as party to a real property transaction, and the amount of the transaction (M.G.L. c.30B, §16(f)). In addition, since it appears that the town disposed of the Property for less than its appraised value, a notice of that fact and its reasons should have been published in the *Central Register* (M.G.L. c.30B, §16(a)) .

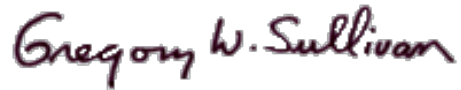
This transaction was consummated more than three years ago. However, for future transactions of this type the law requires that you follow statutory requirements.

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A summary of these requirements is available in our *Municipal, County, District and Local Authority Procurement of Supplies, Services and Real Property* (5th ed.)(9/06), which you may access on our website at <http://www.mass.gov/ig/publ/30bmanl.pdf>. This Office also teaches a segment on real property transactions in its Public Contracting Overview course offered through the Massachusetts Certified Public Purchasing Official program. For more information, see <http://www.mass.gov/ig/mcppo/igmpo.htm>.

Please contact me with any questions.

Sincerely,

A handwritten signature in dark ink that reads "Gregory W. Sullivan". The signature is written in a cursive, flowing style.

Gregory W. Sullivan
Inspector General