

Requirements & Instructions for Right of First Refusal-Chapter Land

The 120 day right of first refusal time period begins with a notice of the landowner's intent to sell or convert a parcel for commercial, industrial, or residential use. This notice must be sent by certified mail or hand delivered to the Board of Selectmen in addition to the Planning Board, Board of Assessors, Conservation Commission and to the State Forester. The notice must include the following:

1. A statement of intent to sell or convert
2. A statement of proposed use of the land
3. The location and acreage of the land as shown on the assessors map
4. The name, address, email address and telephone number of the landowner
5. In the case of an intent to sell a certified copy of an executed purchase and sale agreement specifying the purchase price and all terms and conditions of the proposed sale, which is limited only to the property classified under the Chapter and must be a bona fide offer. A bona fide offer is defined as a good faith offer not dependent upon potential changes to current zoning or conditions or contingencies relating to the potential for or the potential extent of subdivision of the property for residential use or the potential for or the potential extent of development of the property for industrial or commercial use
6. Any additional agreement or a statement of any additional consideration for any contiguous land under the same ownership and not classified under the Chapter but sold or to be sold contemporaneously with the proposed sale
7. In the case of an intent to convert the land to another use the landowner must also notify the town of the landowner's attorney, if any
8. A meeting will be scheduled by the Board of Selectmen to discuss, if the Board chooses to exercise their right to purchase the land a public hearing will be set up in accordance with M.G.L. Chapter 30A, Sections 18-23, the Open Meeting Law, before making a decision. It is recommended that abutters within 500' of the property be notified of the public hearing
9. The Board of Selectmen will notify the owner if they plan to purchase the land
10. If the Board of Selectmen do not wish to obtain the land, the rollback taxes should be paid by the landowner to the Treasurer/Collector
11. Once the taxes are paid, the Assessor's office will record a release of lien. A check in the amount of \$105.00 should be made out to the Commonwealth of Massachusetts by the landowner for the Assessor's office to have recorded at the Registry of Deeds

*If intended conversion (such as a solar farm) the town has the option to purchase at full and fair market value.

*Notice by landowner should be sent to:

Oxford Town Hall
Board of Selectmen
325 Main St.
Oxford, MA 01540