

Board of Assessor  
Town of Petersham  
Minutes of Meeting  
Thursday, February 9, 2023

Open Meeting -

Called Meeting to Order at 2:03 pm

Present: Ellen Anderson, Jean Robinson, Jamie Hatch and Andrea Gale.

Also Present: Roy Nilson and Maryann Reynolds.

Jean Robinson motioned to change the order of the BOA Meeting Agenda Items – Review & Discussion of the assessment/valuations regarding 211 N Main St Facility. And, the BOA Members will not reenter into an Open Meeting Forum for the – Additional Agenda Items may follow - after the Executive Session Meeting has been completed. Jamie Hatch seconded the motion. All BOA Members voted “Aye”.

1.) Review & Discussion of the assessment/valuation regarding 211 N Main St Facility – Ellen Anderson was the Point Person.

There was a PILOT Agreement between the Town of Petersham and Heywood Medical. This PILOT was for 5 years. Jean Robinson asked Roy Nilson from the Tax Exempt Property Committee if there were any additional information regarding the PILOT. Roy Nilson said he did not have any additional information. He also stated that the Tax Exempt Property Committee has not met for a while and has stopped. And, there was no subsequent action taken. Jean Robinson said to best of her knowledge that the last PILOT Agreement payment was received in 2021. Maryann Reynolds stated that there may be an active PILOT Agreement. There will need to have further research and information. Ellen Anderson said she would ask the Selectboard if there is an updated and current PILOT Agreement.

Per Ellen Anderson email -

1 -- Discuss the change of use.... This property is currently Exempt. However, due to the most recent Deed and Owner, this property should not be Exempt. However, we will still need to obtain additional documents and information. There is a Registered Lease dated 03/15/2017. This Lease is between Quabbin Healthcare, Inc and The McLean Hospital Corporation. We are looking to have a copy of the Westfield Bank Registered Mortgage and the Proforma document dated in August of 2022. Ellen Anderson will contact the current owners. We will want to send the Income and Expense Forms each year to the current owner. Jean Robinson discussed the Proforma and Omitted & Revised Tax Bill in reference to the Purchase Price. She gave us preliminary FY2023 Tax Bill with the taxable days. Prorated on a daily basis. Jean Robinson motioned to bill the current owners an Omitted & Revised FY2023 Tax Bill for approximately \$45,109.00. Jamie Hatch seconded the motion. All BOA Members voted “Aye”.

Assistant Assessor asked Jean Robinson for some assistance. Roy Nilson asked about the Purchase Price vs. the Assessment Value. Jean Robinson explained that we can only send out a current FY2023 Tax Bill based on the Sale Price only. The Assessments/Values for this property will be updated within the next few months to be added to the FY2024 Tax Rolls.

The Assessment/Value for this property will take some time. The total and correct square footage will need to be verified. And, any renovations based on the Building Permits.

2 – See what Vision has done and how their contract with details.... The Assistant Assessor gave the BOA Members copies of the Property Vision History Notes. She also gave copies of the Vision FY2020 Contract. Vision may be asked to provide more additional services regarding this property for the Town of Petersham. The Town of Petersham and the Board of Assessors should have the scope of the use.

The BOA Members would like to hire a Commercial Appraiser for the property. The Board of Assessors really need to know the actual use and Use Codes.

Jean Robinson motioned to organize a list, contact and receive some bids from vendors for Commercial Appraisers. Jamie Hatch seconded the motion. All BOA Members voted "Aye". Ellen Anderson will look into this task.

3 – Confirm that any board member would like to inspect the property.... There is a scheduled Site Visit / Field Review Inspection for Thursday, 02/16/2023 at 3:00 pm. The Board of Assessors and the Assistant Assessor will be completing this Site Visit / Field Review Inspection.

4 – Based upon the documents and information.... Determine the scope of the scheduled inspection dated 02/16/23. The Board of Assessors will need more time. We will review and discuss in the future.

5 – Discuss how we begin to approach the valuation process for FY2024..... McLean Hospital is still occupying a portion of the building. There will be families in a recovery living program in a section of the facility. This is a GAMHA Organization. There may need to be a Zoning Permit regarding this families in recovery living situation. This program will be for Mother's in recovery and Children living in this facility. The children may be attending the local school systems.

Per Maryann Reynolds, there isn't any pending Zoning Permits submitted for this facility.

The Zoning Board is unclear of the exact use. There also needs to be a Certificate of Occupancy from the Building Department.

There may need to be a Public Hearing regarding this facility and the scope of the use.

2.) Hearing from Visitors – Completed.

3.) Review, Discuss & Finalize FY2024 Board of Assessors Budget – The BOA Members finalized for submission the FY2024 Board of Assessors Budget. The two Articles will be finalized during a future meeting. Jean Robinson motioned to accept and submit the presented FY2024 Board of Assessors Budget Document/Report. Jamie Hatch seconded the motion. All BOA Members voted "Aye".

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4.) Review, Discuss & Finalize Town of Petersham BOA Webpage – The Assistant Assessor presented the finalized updates and corrections regarding the Town of Petersham BOA Webpage. Jean Robinson motioned to accept and approve the updated and corrected Town of Petersham BOA Webpage. Jamie Hatch seconded the motion. All BOA Members voted “Aye”.

5.) Executive Session – MGL C59 ss60 – Real Estate or Personal Property Abatements, Personal Property Accounts, etc. – Jean Robinson motioned to enter into Executive Session at 3:20 pm. Jamie Hatch seconded the motion. All BOA Members voted “Aye”.

6.) Schedule next BOA Meeting – Thursday, February 24, 2023 at 9:00 am

7.) Adjourn Open & Executive Session Meetings – Jean Robinson motioned to adjourn both Open and Executive Session Meetings at 3:44 pm. Jamie Hatch seconded the motion. All BOA Members voted “Aye”.

Respectfully Submitted,

Andrea Gale; Assistant Assessor

Assessor's Meetings are conducted under the provisions of MGL 30A ss 20f and Executive Session MGL 59 ss 61

The block contains two handwritten signatures in black ink. The top signature is 'Jean Robinson' and the bottom signature is 'Jamie Hatch'. Both are written in a cursive, flowing style.