

## PROJECT APPLICATION FORM – 2014

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**Applicant:** Acton Housing Authority **Submission Date:** November 12, 2013  
**Applicant's Address:** 68 Windsor Avenue, Acton, MA 01720 **Purpose: (Please select all that apply)**  
 Open Space  
 Community Housing  
 Historic Preservation  
 Recreation

**Phone Number:** 978-263-5339x7  
**E-mail:** kelley@actonhousing.net  
**Town Committee (if applicable):** Acton Housing Authority  
**Project Name:** Windsor Ave Door and Bay Window Replacement  
**Project Location/Address:** 68 Windsor Avenue, Acton  
**Amount Requested:** \$ 150,000

**Project Summary:** In the space below, provide a brief summary of the project.

The Acton Housing Authority (AHA) is applying for funds to replace some of the exterior doors which are the entrances to all the apartments at our elder/disabled complex on Windsor Avenue. The AHA also needs to replace the exterior doors in the community room, laundry and office areas and to replace a large bay window in the community room. These are the original doors and windows that are 30 years old. The doors are rusting out at the bottom and some of the wood door jams are rotting. This is from years of treating walkways and entrances for ice and snow.

There are 17 buildings with four units in each building. The doors that the AHA wants to replace are the front and back entrances to the buildings. These are the exterior doors only. The other doors are part of the community room where the office, laundry, mail, and meeting rooms are located. Attached are pictures identifying the location of the doors.

**Estimated Date for Commencement of Project:** July 1, 2014

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**Estimated Date for Completion of Project:** November 1, 2014

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### **Narrative:**

The Community Preservation Committee reaffirmed the Town of Acton's commitment to using CPA funds "for the creation, preservation and support of community housing and for the rehabilitation or restoration... of community housing," in the 2014 Community Preservation Plan. The plan identifies the Acton Housing Authority and the Acton Community Housing Corporation as "the local agencies responsible for implementation of community housing projects."

The AHA has a 68 unit affordable rental housing development for seniors and disabled located 68 Windsor Avenue. All of the units are for low-income households whose annual income is less than 80% of the area-wide median income. The majority of the residents at Windsor Ave have annual incomes below 30% of median income.

These buildings were constructed in early 1980's and have deteriorated to some extent. We have replaced the siding and the roofs but the windows and doors are original. The AHA has been prioritizing building envelope and site work to preserve the structural integrity of our community housing. Replacing the doors and windows will make the structures more weather tight and increase the energy efficiency of the structures.

**Site Control:**

The AHA owns the property and has attached a copy of the deed.  
Attachment A

**Project Scope:**

Designer Fee	\$ 15,000
Doors	\$100,000
Bay Window	\$ 5,000
Labor	\$ 10,000
Contingency	\$ 7,500
Wood and Materials	\$ 12,500
Total	\$150,000

**Cost Estimate:**

If approved the AHA will have an architect do a full scope and budget for the annual Town meeting. The AHA will not request more than \$150,000.

**Feasibility:**

The only approval required is a building permit. If funded the project can move forward without complication.

**Neighbor(hood) Outreach:**

There is no impact on neighbors. The residents of Windsor Avenue participated in a capital plan with the Acton Housing Authority Board and the door replacement project was included in the five-year capital plan. If funded the AHA will notify all residents of the anticipated start and end date of the project and let residents know when their entrance will be replaced.

**Maps:**

Attachment B

**Photographs:**

Attachment C

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## QUITCLAIM DEED AND RELEASE OF CLAIMS

We, Donald O. Feltus and Ruth V. Feltus, husband and wife, as tenants by the entirety, of Acton, Middlesex County, Commonwealth of Massachusetts, for consideration of One and NO/100 (\$1.00) Dollar paid by Acton Housing Authority, a public body, politic and corporate, organized and existing under the Housing Authority Law of said Commonwealth, the receipt whereof is hereby acknowledged, hereby grant to said Acton Housing Authority, its successors and assigns, with quitclaim covenants the land and buildings and structures thereon located in the Town of Acton, Middlesex County, in said Commonwealth, and the fee to the center of any and all streets, highways and public ways, contiguous and adjacent thereto, but excluding any and all easements of public highways and easements of travel in and to any and all of said streets, highways and public ways, bounded and described as follows:

That certain parcel of land shown as Lot B-1 on a plan entitled "Subdivision Plan of Land, Acton, Mass., Scale: 1 inch = 40 feet", prepared by J.F. Hennessy, C.E., dated July 20, 1977, duly recorded at Middlesex South District Registry of Deeds, Book 13627, Page 49] and bounded and described as follows:

WESTERLY by Windsor Avenue, an approved way in said Acton, by two courses together totalling Three Hundred Forty-four and 96/100 (344.96) feet, as shown on said plan;

NORTHERLY by Lot B-3, One Hundred Fifty and NO/100 (150.00) feet, as shown on said plan;

WESTERLY by Lot B-3, One Hundred Forty-three and 71/100 (143.71) feet, as shown on said plan;

NORTHERLY by other land of Feltus, Three Hundred Four and 83/100 (304.83) feet, as shown on said plan;

NORTHEASTERLY by land now or formerly of Fitchburg R.R./Boston and Maine R.R., Five Hundred Sixty-two and 39/100 (562.39) feet, as shown on said plan;

SOUTHWESTERLY by Lot B-2, Three Hundred Forty-six and 39/100 (346.39) feet, as shown on said plan; and

SOUTHERLY by Lot B-2, Two Hundred Fifty and NO/100 (250.00) feet, as shown on said plan.

Together with the benefit of right of drainage into the easement on to Lot B-2 as shown on said plan.

All dimensions noted herein being more or less and reference is made to said plan for a further description of the subject premises.

Containing 5.46 acres, more or less, according to said plan.

Being also a portion of the premises conveyed to Donald O. Feltus and Ruth V. Feltus in a deed from Helen D. Gage to said Donald O. Feltus et ux and recorded in Middlesex South Registry of Deeds, Book 9175, Page 278.

The above described premises were taken in fee by eminent domain by said Acton Housing Authority as described in an Order of Taking dated January 17, 1979 and filed and recorded with the Middlesex South District Registry of Deeds in Book 13627 Page 49] and are shown as Lot B-1 on said plan above-referenced, which was recorded in said Registry of Deeds with said order on said date.

For said consideration paid, the undersigned do hereby remise, release and forever discharge said Acton Housing Authority, and its successors and assigns, and its officers, agents, servants and employees, of and from any and all claims, demands, awards, liabilities, contracts, agreements, actions and causes of action for damages, costs, expenses, compensation and satisfaction, past, present and future, of every manner and description, both in law and in equity, had or suffered by the undersigned and by all other person or persons having any and all interest in said premises or entitled to any damages, costs, expenses, compensation and awards by reason, or arising out, of said taking by eminent domain.

WITNESS our hands and seals this 8<sup>th</sup> day of February, 1979

\_\_\_\_\_  
Donald O. Feltus

\_\_\_\_\_  
Ruth V. Feltus

THE COMMONWEALTH OF MASSACHUSETTS

MIDDLESEX, SS.

February 8<sup>th</sup>, 1979

Then personally appeared the above named Donald O. Feltus and Ruth V. Feltus and acknowledged the foregoing instrument to be their free act and deed, before me.

\_\_\_\_\_  
Notary Public  
My Commission Expires  
Nov. 3, 1983

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13627  
PAGE 491

D.C.A. 33

The Commonwealth of Massachusetts

Middlesex... ss.

January 17, 1979

ORDER OF TAKING

WHEREAS, the Acton Housing Authority, a public body, politic and corporate, duly organized and existing pursuant to the provisions of the Massachusetts General Laws (Ter. Ed.) Chapter 121 B as inserted by Chapter 751 of the Acts of 1969 and having its principal place of business in Acton, Middlesex County, and

WHEREAS, the Acton Housing Authority, in pursuance of its powers as set out in said Chapter 121 B, and every other power thereunto enabling, has determined that the area or areas hereinafter described within its jurisdiction constitutes an area to be used to provide a housing project (State-Aided Housing Project 667-1) as defined in Section 34 of said Chapter 121 B, and

WHEREAS, the Acton Housing Authority, in accordance with Section 31 of Chapter 121 B has submitted the plans and layout of the said project, the estimated costs thereof, the proposed method of financing it, and a detailed estimate of the expenses and revenue thereof to the Commissioner, Department of Community Affairs, and

WHEREAS, the Secretary, Department of Communities and Development has approved the said project by giving written notice of his approval to the said Authority in accordance with the provisions of Section 31 of said Chapter 121 B and

WHEREAS, the Acton Housing Authority has determined that the taking in fee simple by eminent domain of the hereinafter described area or areas is necessary and reasonably required to carry out the purposes of the said Chapter 121 B, or any of its sections, and

WHEREAS, the Acton Housing Authority in accordance with the provisions of Section 11 of said Chapter 121 B, has deposited with the mayor/selectmen of the city/town of Acton security to his/their satisfaction for the payment of such damages as may be awarded in accordance with law to the supposed owner/owners of the hereinafter described areas as required by G. L. (Ter. Ed.) Chapter 79, Section 40; and

NOW, THEREFORE, ORDERED, That the Acton Housing Authority, acting under the provisions of said Chapter 121 B, and all other authority thereunto enabling, and pursuant to the applicable provisions of G. L. (Ter. Ed.) Chapter 79, and of any and every other power and authority to it, granted or implied, hereby takes for itself in fee simple by eminent domain for the purposes hereinbefore set forth, the area or areas hereinafter described, including all parcels of land therein, the trees, buildings, and other structures standing upon or affixed thereto and including the fee to the center of any and all streets, highways, and public ways, contiguous and adjacent to the said area or areas but excluding any and all easements of public highways and public easements of travel in and to any and all streets, highways and public ways, contiguous and adjacent to the said area or areas, which said area or areas are situated in the city/town of Acton as bounded and described in the attached Annex "A"

AND, that the Acton Housing Authority hereby makes the following awards, for damages sustained by the owner/owners and all other persons including all mortgages of record having any and all interest in the area or areas hereinbefore described in the taking of or injury to his/their property or entitled to any damages by reason of the taking:

Block/Number	Supposed Owner	Area sq. ft.	Award
Lot B-1	Donald O. Foltus and Ruth V. Foltus	237,808	\$60,000.00

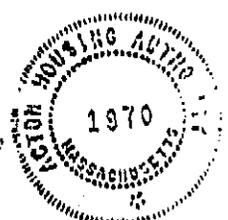
The property and property rights taken as aforesaid are shown on a plan (on sheets) drawn by J. F. Hennessey, C. E. ... dated July 20, 1977, entitled "Subdivision Plan of Land, Acton, MA" which is to be recorded with this Order of Taking in the Registry of Deeds for Middlesex County, Cambridge, Massachusetts.

(Note: All parcels of registered land must be identified.) All names of owners herein given, although supposed to be correct, are such only as matters of opinion and belief. All owners of land taken as aforesaid are hereby required to remove all property except buildings, fences, other structures and trees from lands so taken before the thirty-first day of January, 1979. And it is hereby further ordered, that the Secretary of the Acton Housing Authority cause to be recorded this instrument of Taking in the office of the Registry of Deeds in Middlesex County, Cambridge, Massachusetts.

IN WITNESS WHEREOF, we, the following members of the Acton Housing Authority hereby have caused the corporate seal of the Authority to be hereto affixed and these presents to be signed in the name and behalf of the Acton Housing Authority this seventeenth day of January, in the year of our Lord, 1979.

By: *Sam M. Coughlin* Chairman  
*Robert J. Stenillo*  
*John P. ...*  
*...*

Approved as to form  
Attorney General's Office  
January 1970



EXTRACTS FROM THE MINUTES OF A REGULAR  
MEETING OF THE ACTON HOUSING AUTHORITY  
HELD ON DECEMBER 21, 1978.

The members of the Acton Housing Authority met in open session at the Acton-B Roxborough Junior High School in the Town of Acton, Massachusetts, at 7:30 o'clock, p.m., on December 21, 1978.

The meeting was called to order by the Chairman, and upon roll call, those present and absent were as follows:

PRESENT:

Ann M. Courtright	Chairman
Robert J. Sterella	Vice-Chairman
Joseph Mercurio	Treasurer
James H. Sargent Jr.	Secretary
Paul DerAnanian	Member

ABSENT:

None

The following motion was made by Robert J. Sterella, read in full and considered:

MOVED: That the Acton Housing Authority acquire by Eminent Domain the property owned by Donald O. Feltus and Ruth V. Feltus, currently under option to the Acton Housing Authority and located on Windsor Avenue, Acton, Massachusetts, to which reference is made to a plan of said property entitled "Subdivision Plan of Land, Acton, Mass., Scale: 1 inch = 40 feet. July 20, 1977, J. F. Hennesey, C. E." for a

more detailed description of said property; and further, that the Chairman of the Acton Housing Authority be authorized to sign the Order of Taking on behalf of the Authority; and further, to take any other steps reasonably necessary to accomplish this purpose.

Paul DerAnanian seconded the motion, and upon roll call the "Ayes" and "Nayes" were as follows:

AYES	NAYES
Ann M. Courtright	
Robert J. Storella	
Joseph Mercurio	None
James H. Sargent Jr.	
Paul DerAnanian	

The Chairman thereupon declared said motion carried and said motion adopted.

ATTACHMENT No. 1

I, the undersigned, the duly appointed, qualified and acting Secretary of Acton Housing Authority, do hereby certify:

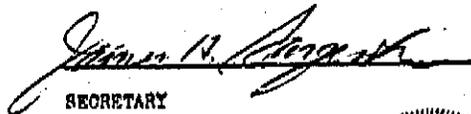
THAT the attached extracts from the minutes of the regular meeting of the members of said Authority held on December 21, 1978, is a true and correct copy of the original minutes of said meeting on file and of record insofar as said original minutes related to the matters set forth in said attached extract.

THAT the copy of the motion appearing in said attached extract is a true and correct copy of the motion adopted and approved at said meeting and on file and of record.

THAT on the date of this meeting each member present and voting was a resident of the Town of Acton.

THAT notice of such meeting was duly filed more than twenty-four hours prior thereto with the Town Clerk of the Town of Acton in accordance with the requirements of Section 25A of Chapter 59 of the General Laws, as amended.

IN WITNESS WHEREOF, I hereunto set my hand and the seal of said Authority this 12th day of January, 1979.

  
SECRETARY



ATTACHMENT B



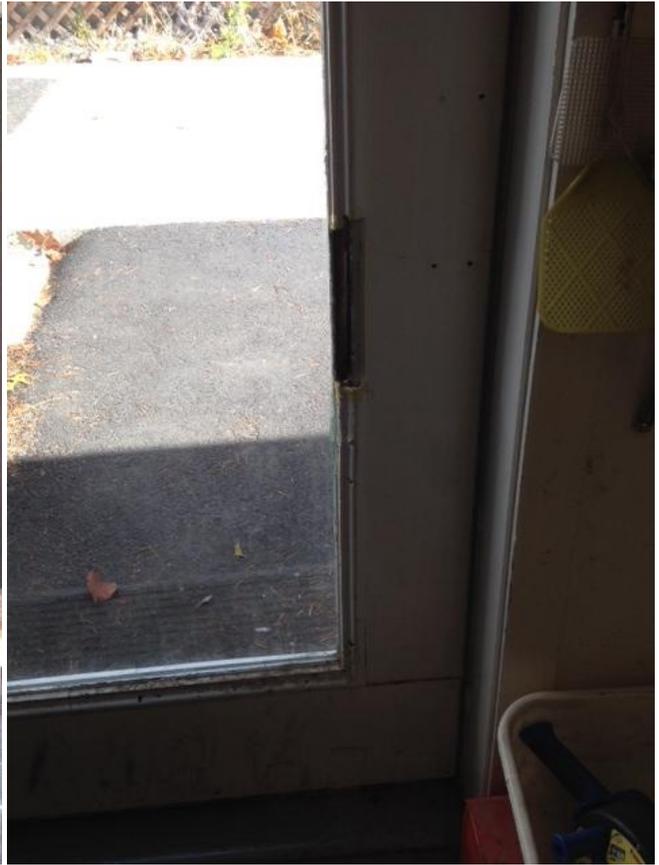
ATTACHMENT C



Community Room Bay Window, rotted from moisture



Maintenance Door



Plastic molding falling off



Laundry Room Door Rusting



Apartment Building Entrance Door- Seal has Failed



Bottom of Apartment Door Rusted



Apartment Door Entrance- Wood Rot



68 WINDSOR AVENUE