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NOTICE OF MEETING CITY OF MELROSE, MASSACHUSETTS

ORGANIZATION: Beebe Estate Board of Trustees

MEETING DATE: Tuesday, December 5, 2023

TIME: 7:30 PM

**MEETING
LOCATION: Beebe Estate, 235 W. Foster St, Melrose**

REQUESTED BY: Sarah Besegai, Trustee

AGENDA

1. Review of Minutes
2. Monthly Treasurer report
3. Monthly maintenance discussion and new project discussion
 - Holiday decor by Garden Aglow
 - Electric — outdoor outlets complete and upgrade quote from Kuhlman
 - Floors
 - Back hall/chimney
 - Exterior paint
 - Front door
4. MOU with City – any updates
5. Tenants and Event Rentals
6. Other Trustees business