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NOTICE OF MEETING CITY OF MELROSE, MASSACHUSETTS

ORGANIZATION: Beebe Estate Board of Trustees

MEETING DATE: Tuesday, January 9, 2024

TIME: 7:30 PM

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

REQUESTED BY: Sarah Besegai, Trustee

AGENDA

1. Review of December Minutes
2. Welcome Erica Brown, Executive Director of Melrose Council on Aging
3. Monthly Treasurer report
4. Monthly maintenance discussion and new project discussion
 - Floors — update on January 16th scheduling
 - Electric — upgrade quote from Kuhlman— review and schedule
 - Back hall/chimney — next steps
 - Front door — next steps
 - Exterior paint — schedule for spring
 - Garden cleanup and pruning — schedule for spring
5. MOU with City
6. Tenants and event rentals
 - Discussion of rental rates
7. Other Trustees business
 - Garden Aglow will help us take down the holiday decor on 1/11