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## **NOTICE OF MEETING CITY OF MELROSE, MASSACHUSETTS**

**ORGANIZATION: Beebe Estate Board of Trustees**

**MEETING DATE: Tuesday, February 6, 2024**

**TIME: 7:30 PM**

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

**REQUESTED BY: Sarah Besegai, Trustee**

### **AGENDA**

1. Review of January 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 — done!
  - Electric — upgrade quote from Kuhlman — schedule
  - Back hall/chimney — next steps
  - Front door — next steps
  - Exterior paint — schedule for spring
  - Garden cleanup and pruning — schedule for spring
5. Tenants and event rentals
  - Discussion of rental rates
6. Other Trustees business
  - Set our meeting dates for 2024