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By City Clerks Office at 7:31 am, Nov 27, 2024

NOTICE OF MEETING CITY OF MELROSE, MASSACHUSETTS

ORGANIZATION: Beebe Estate Board of Trustees

MEETING DATE: Tuesday, December 3, 2024

TIME: 7:30 PM

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

REQUESTED BY: Sarah Besegai, Trustee

AGENDA

Review of November Minutes

Welcome to John Tozza

Monthly maintenance discussion and new project discussion

CoA: Upstairs back hallway, upstairs office, and control box panel next to side door entrance

Holiday decorating

Security —removal of cart next step

Monthly Treasurer report

Simple Green billing

Tenants and event rentals

Biergartens update

Schedule monthly meetings with tenants

MOU next steps

Other Trustees business