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By City Clerks Office at 7:22 am, May 30, 2025

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

**ORGANIZATION:** Beebe Estate Board of Trustees

**MEETING DATE:** Tuesday, June 3, 2025

**TIME:** 7:00 PM

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

**REQUESTED BY:** Sarah Besegai, Trustee

### **AGENDA**

Review of May minutes

Monthly maintenance updates and new project discussion

Signage and lighting — follow-up from John's meeting with Erica

Boiler — any additional work needed?

WiFi — needed in building — next steps

Master key system with external lock box for emergencies

Screen door

Digital thermostat — review quote

Replacing backdoor and installing ADA opener

Monthly Treasurer report

Budget memo review

Tenants and event rentals

Leases — follow-up from Sean

New advertising for rentals — Matterport

Rental goals for the year-- discussion

Biergarten — any updates

MAAV event

MOU finalized?

Other business

Next meeting July 1 — and no meeting in August

Reminder: Urban Garden Tour on June 21 — plant sale at Sarah's house.

All proceeds support local food access.