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By City Clerks Office at 8:00 am, Aug 26, 2025

NOTICE OF MEETING CITY OF MELROSE, MASSACHUSETTS

ORGANIZATION: Beebe Estate Board of Trustees

MEETING DATE: Tuesday, September 2, 2025

TIME: 7:00 PM

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

REQUESTED BY: Sarah Besegai, Trustee

AGENDA

Review of June minutes

Tenants and event rentals

Sam Hammar of the Creative Alliance joins us to discuss marketing ideas

New advertising for rentals

Rental goals for the year-- discussion

Lease update— follow-up from Sean

Monthly maintenance updates and new project discuss:

Discuss request by MAAV to have a monitor installed on the wall in the conference room

Signage and lighting

Boiler

WiFi

Master key system with external lock box for emergencies

Screen door

Digital thermostat

Replacing backdoor and installing ADA opener

Monthly Treasurer report

Other business

MOU returned to city?