NOTICE OF MEETING
CITY OF MELROSE, MASSACHUSETTS

ORGANIZATION:	Melrose Housing Authority
MEETING DATE:	February 26, 2019
TIME:	7:30 P.M.
MEETING LOCATION:	Melrose Housing Authority Main Office 910 Main St. Melrose, MA 02176
REQUESTED BY:	James Holt, Executive Director

AGENDA

1. **Roll Call**
   Declaration of a Quorum
2. **Minutes Pending Adoption**
   (i) January 8, 2019 Regular Meeting Public Session Minutes
3. **Tenant Association Representative Participation**
4. **Communications**
5. **Report of the Executive Director**

a. State-Aided Elderly/Handicapped Programs (667-1/2)
Elderly/Family Housing (667/705)
(i) January 2019 Vacancy Report
Special Needs Housing Program (689)

b. Rental Assistance (Section 8/MRVP/AHVP/DMH)
(i) February 1, 2019 report

c. Financial Administrator's Report
(i) Approval of Disbursements – December 2018
(ii) Review of Disbursements – January 2019
(iii) FY2018 Year End Financials
(iv) Certification of Year End Financial Statements / Reporting Requirements for Top 5 Highest Compensation / Certificate of Compliance for State & Federal Lead Paint Laws

d. Personnel

e. All Other Matters that May Be Presented
(i) Formula Funding (FY22)
(ii) Steele House Elevators
(iii) MHA Water Main Break
(iv) Paychex Account Upgrade

6. **Report of the Maintenance Department**
   (i) January 2019 Report
7. **Report of Committees**
8. **Unfinished Business**
9. **New Business**
   (i) MHA Air Conditioner Policy
10. **Litigation or Possible Litigation**
11. **Adjournment**

The next scheduled MHA Regular Public Board meeting is scheduled for Tuesday, March 12, 2019 at 7:30 p.m.