NOTICE OF MEETING
CITY OF MELROSE, MASSACHUSETTS

ORGANIZATION: Melrose Housing Authority

MEETING DATE: December 10, 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) November 13, 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) November 2019 Vacancy Report
Special Needs Housing Program (689)

b. Rental Assistance (Section 8/MRVP/AHVP/DMH)
(i) December 1, 2019 report
(ii) MHA Section 8 Admin Plan

c. Financial Administrator's Report
(i) Approval of Disbursements – October 2019
(ii) Review of Disbursements – November 2019

d. Personnel

e. All Other Matters that May Be Presented
(i) Steele House / McCarthy Elevator Report
(ii) McCarthy Roof Replacement- Change Order #1

6. Report of the Maintenance Department
(i) November 2019 Report

7. Report of Committees

8. Unfinished Business
(i) SunConnect

9. New Business
(i) Elevator Maintenance Advertisement
(ii) Marcum Proposal for Audit & DHCD AUP
(iii) Mass Housing Authority Insurance Program

10. Litigation or Possible Litigation

11. Adjournment

The next scheduled MHA Regular Public Board meeting is scheduled for Tuesday, January 14, 2020 at 7:30 p.m.