



# NOTICE OF MEETING CITY OF MELROSE, MASSACHUSETTS

ORGANIZATION: Melrose Housing Authority

MEETING DATE: September 12, 2023

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) August 8, 2023, 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) August 2023 Vacancy Report

Special Needs Housing Program (689)

b. Rental Assistance (Section 8/MRVP/AHVP/DMH)

(i) September 1, 2023, report

c. Financial Administrator's Report

(i) Approval of Disbursements – July 2023

(ii) Review of Disbursements - August 2023

d. Personnel

(i) Request for payment of unused time

(ii) Financial Administrator

e. All Other Matters that May Be Present

(i) MHA Admin office AC replacement

(ii) Wage Match Certification

(iii) Budget Revision #2

### 6. Report of the Maintenance Department

(i) August 2023 report

### 7. Report of Committees

### 8. Unfinished Business

(i) MHA Painting/Repairs

### 9. New Business

(i) MHA Annual Plan 2024

(ii) MHA FY22 Audit- EFPR Group-Andrew Fox

### 10. Litigation or Possible Litigation

### 11. Adjournment

The next MHA Regular Public Board meeting is scheduled for Tuesday, October 10, 2023, at 7:30 p.m.