



NOTICE OF REGULAR MEETING CITY OF MELROSE, MASSACHUSETTS

ORGANIZATION: Melrose Housing Authority

MEETING DATE: December 19, 2023

TIME: 7:30 P.M.

MEETING LOCATION: Melrose Housing Authority Main Office
910 Main St. Melrose, MA 02176

REQUESTED BY: James Holt, Interim Executive Director

AGENDA

1. Roll Call

Declaration of a Quorum

2. Minutes Pending Adoption

- (i) November 14, 2023, Regular Meeting Public Session Minutes
- (ii) November 3, 2023, Special Board Meeting Minutes

3. Tenant Association Representative Participation

4. Communications

- (i) Board Member resignation
- (ii) Tenant Associations discussion
- (iii) Notice of Decision- 28 Greenwood St.

5. Report of the Executive Director

- a. State-Aided Elderly/Handicapped Programs (667-1/2)
Elderly/Family Housing (667/705)
 - (i) November 2023 Vacancy Report
 - Special Needs Housing Program (689)
 - b. Rental Assistance (Section 8/MRVP/AHVP/DMH)
 - (i) December 1, 2023, report
 - c. Financial Administrator's Report
 - (i) Approval of Disbursements – November 2023
 - (ii) Review of Disbursements - December 2023
 - d. Personnel
 - (i) Request for pay of unused vacation time
 - (ii) Employee resignation
 - e. All Other Matters that May Be Present
 - (i) Vacant unit initiative award- 42 Otis St.
 - (ii) MHA Language Access Plan
- ### 6. Report of the Maintenance Department
- (i) November 2023 report
 - (ii) Update on construction projects
- ### 7. Report of Committees
- ### 8. Unfinished Business
- ### 9. New Business
- (i) FY23 budget revision #3
 - (ii) FY24 budget

10. Litigation or Possible Litigation

11. Adjournment

The next MHA Regular Public Board meeting is scheduled for Tuesday, January 9, 2024, at 7:30 p.m.



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