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NOTICE OF MEETING
CITY OF MELROSE, MASSACHUSETTS

ORGANIZATION: Melrose Housing Authority

MEETING DATE: Tuesday, December 10, 2024

TIME: 7:30 PM

MEETING LOCATION: 910 Main Street, Melrose, MA 02176

REQUESTED BY: Martin Corona, Executive Director

AGENDA

PUBLIC SESSION AGENDA

1. Roll Call

- Declaration of a Quorum

2. Minutes Pending Adoption:

- Minutes from November 12, 2024, MHA Regular Board Meeting

3. Tenant Association and Public Comments:

- Recognition of McCarthy and Steele Tenant Associations
- Approval of Steele TA By-Laws
- Approval of Tenant Association FY2025 Budget

4. Communications: (Nothing to Report)

Posted in accordance with the provisions of the Open Meeting Law under M.G.L. Chapter 30A, Sec. 18-25.

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5. MHA Program Management/Operations Report (Executive Director Report):

a. *CHAMP Admission/Intake/Screening*:

- **Update on Applicant Processing**

b. State-Aided Elderly/Handicapped Programs (667-1)- Elderly/Family Housing (667/705):

- **Rent Collection Report (November 2024)**
- **Vacancy Report (November 2024)**
- **EOHLC Subsidy Agreement Signed from June 2025-December 2030**

c. Special Needs Housing Program (689): **(Nothing to Report)**

d. Maintenance Department:

- **November 2024 Work Order Report**

e. Rental Assistance (Section 8/MRVP/AHVP/DMH):

- **Approval of Manette Donovan's contract**
- **November 2024, report**
- **FSS Grant Submission-Still Waiting for Approval**
- **HCV Shortfall Request Approved**
- **Researching HCV Program Opportunities**

f. Financial Administrator's report:

- **Approval of Disbursements- October 2024**

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- **Review of Disbursements- November 2024**

g. All Other Matters that May Be Presented:

- **Re-installation of Defibrillators and Training on Use of Them**
- **Completed Trainings (PMR, SEMAP, HCV Termination, VAWA, etc)**
- **MBI Broadband Initiative**
- **WIFI installed in Community Rooms**
- **Inaugural Newsletter set for January 1, 2025**

6. Report of Committees: (Nothing to Report)

7. Unfinished Business:

- **Approval of Energy Rate Contract**

8. New Business

- **Certify/Approve EOHLC Quarter-End Report-9/30/2024**

9. Adjournment

The next MHA Regular Public Board meeting is scheduled for Tuesday, January 14, 2025, at 7:30 p.m.