

**MINUTES OF THE REGULAR MEETING OF THE
BOARD OF COMMISSIONERS OF THE
TOPSFIELD HOUSING AUTHORITY**

April 11, 2019

69 WASHINGTON STREET, TOPSFIELD MASSACHUSETTS

Members Present: Richard Cullinan
 Colleen Gibson
 George Anderson

Members absent: Gerald McCarthy

Chairperson, Cullinan called the meeting to order at 9:30 AM.

Minutes: The minutes from the March 14th meeting were accepted.

Bills and Communications: Diane Drinan presented the check summary for March 2019 totaling \$34,212.79 for the boards review.

Executive Director's Report:

Diane Drinan reported:

0 vacancies

The waitlist has 225 applicants, 122 are elderly, 103 are non-elderly, 0 emergencies, 0 transfers

Presented the February operating statements for the boards review

We received \$26,297 in admin fees for project #298028

On March 19th we received \$1256.89 from the electric company who caused the septic back up.

This was the amount of overtime and expenses for the emergency call.

Old Business

New Business

George Anderson made a motion, 2nd by Colleen Gibson to approve the Capital Plan. U.

George Anderson made a motion, 2nd by Colleen Gibson to approve the estimate for abatement and installation of a door in the office in the amount of \$10,000. U.

Adjournment: 9:55

Respectfully submitted:

Diane Drinan, PHM

Executive Director

Topsfield Housing Authority