

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

**January 10, 2019
69 WASHINGTON STREET, TOPSFIELD MASSACHUSETTS**

Members Present: Richard Cullinan , via cell phone
 Colleen Gibson
 George Anderson

Members absent: Gerald McCarthy

Vice Chairperson, Anderson called the meeting to order at 9:45 AM.

Minutes: The minutes from the December 13th meeting were accepted.

Bills and Communications: Diane Drinan presented the check summary for December 2018 totaling \$35,200.53 for the boards review. \$13,498.42 for project #298028 (fire alarm upgrade)

Executive Director's Report:

Diane Drinan reported:
1 vacancy
The waitlist has 205 applicants, 117 are elderly, 88 are non-elderly, 2 emergencies, 0 transfers
Presented the November operating statements for the boards review

Old Business

George Anderson made a motion second by Colleen Gibson to approve the amendment to the management contract with Georgetown in the amount of \$38,110.

Action Energy has begun insulating the attics using a grant in the amount of \$39,622

New Business

Adjournment: 10:10

Respectfully submitted:
Diane Drinan, PHM
Executive Director
Topsfield Housing Authority