

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

**May 10, 2018**

**69 WASHINGTON STREET, TOPSFIELD MASSACHUSETTS**

Members Present                      Collen Gibson  
   Richard Cullinan  
   Gerald McCarthy  
   George Anderson

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

**Minutes:** The minutes from the April 12th meeting were accepted.

**Bills and Communications:** Diane Drinan presented the check summary for April 2018 totaling \$148,586.35. for the boards review.

**Executive Director's Report:**

Diane Drinan reported:

0 vacancies

The waitlist has 81 applicants, 61 are elderly, 20 are non-elderly, 0 emergencies, 0 transfers

Presented the March operating statements for the boards review

**Old Business**

George Anderson made a motion, 2<sup>nd</sup> by Jerry McCarthy to continue trash pick up by maintenance due to the site terrain. U.

**New Business**

Jerry McCarthy made a motion, 2<sup>nd</sup> by George Anderson to approve the work order policy. U.

**Adjournment: 10:30**

Respectfully submitted:

Diane Drinan, PHM

Executive Director

Topsfield Housing Authority