

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

July 16, 2020

69 WASHINGTON STREET, TOPSFIELD MASSACHUSETTS

Members Present: Talisa Rafferty  
Colleen Gibson  
Gerald McCarthy

Absent: George Anderson

Jerry McCarthy called the virtual meeting to order at 10:25 AM

**Minutes:** The minutes from the June 11th meeting were accepted.

**Bills and Communications:** Diane Drinan presented the check summary for June 2020 totaling \$11,551.26 for the boards review.

**Executive Director's Report:**

Diane Drinan reported:

0 vacancies

The waitlist has 802 applicants, 346 are elderly, 456 are non-elderly, 16 emergencies, 0 transfers

Presented the May operating statements for the boards review

**Old Business**

**New Business**

Colleen Gibson made a motion, 2<sup>nd</sup> by Talisa Rafferty to appoint Jerry McCarthy as the chairman. U.

Jerry McCarthy made a motion, 2<sup>nd</sup> by Colleen Gibson to appoint Talisa Rafferty as vice chairman. U.

Jerry McCarthy made a motion, 2<sup>nd</sup> by Talisa Rafferty to appoint Colleen Gibson to the treasures position. U.

Colleen Gibson made a motion, 2<sup>nd</sup> by Jerry McCarthy to approve the Annual Plan. U.

**Adjournment: 10:37AM**

Respectfully submitted:

Diane Drinan, PHM

Executive Director

Topsfield Housing Authority