

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

June 10, 2021

69 WASHINGTON STREET, TOPSFIELD MASSACHUSETTS

Members Present: Talisa Rafferty
 Colleen Gibson
 Gerald McCarthy
 Jennifer DiCarlo

Jerry McCarthy called the virtual meeting to order at 9:35 AM

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

Bills and Communications: Diane Drinan presented the check summary for May 2021 totaling \$35,532 for the boards review.

Executive Director's Report:

Diane Drinan reported:

0 vacancies

The waitlist has 1314 applicants, 530 are elderly, 784 are non-elderly, 65 emergencies, 0 transfers

Enclosed the April operating statement

Old Business

The board signed a revised Top Five for 2020.

New Business

On May 27th we received a check in the amount of \$35,532 from Hampshire Power Corp. This was from the alternative energy certificates purchase agreement that we signed on 12/10/2020.

Talisa Rafferty made a motion, 2nd by Jen Dicarlo to change the personnel policy to include Juneteenth as a paid holiday. U.

Jen Dicarlo made a motion, 2nd by Colleen Gibson to approve the Annual Plan. U.

Adjournment: 10:15 AM

Respectfully submitted:

Diane Drinan, PHM

Executive Director

Topsfield Housing Authority