

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

**November 12, 2020
69 WASHINGTON STREET, TOPSFIELD MASSACHUSETTS**

Members Present: Talisa Rafferty
 Colleen Gibson
 Gerald McCarthy
 Jennifer DiCarlo

Talissa Rafferty called the virtual meeting to order at 9:31 AM

Minutes: The minutes from the October 8th meeting were accepted.

Bills and Communications: Diane Drinan presented the check summary for September 2020 totaling \$37,521.09 for the boards review.

Executive Director's Report:

Diane Drinan reported:

0 vacancies

The waitlist has 992 applicants, 423 are elderly, 569 are non-elderly, 20 emergencies, 0 transfers

Presented the September operating statements for the boards review

Old Business

New Business

Talissa Rafferty made a motion, 2nd by Colleen Gibson to approve the 2021 budget. U.

Rafferty yes

Gibson yes

McCarthy yes

DiCarlo yes

Talissa Rafferty made a motion , 2nd by Jen DiCarlo to allow Diane to sign a contract with One Call. Diane will first speak to the town administrator to see if we can join their account.

The alternative Energy Agreement will be tabled until the December meeting.

Talissa Rafferty made a motion, 2nd by Colleen Gibson to allow Diane to sign a contract with Mass NAHRO for CHAMP assistance. U.

Adjournment: 10:42 AM

Respectfully submitted:

Diane Drinan, PHM

Executive Director

Topsfield Housing Authority