

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

November 18, 2021

69 WASHINGTON STREET, TOPSFIELD MASSACHUSETTS

Members Present: Talisa Rafferty
Gerald McCarthy
Colleen Gibson
Absent: Jennifer DiCarlo
Guest: James Griffin

Jerry McCarthy called the meeting to order at 9:06 AM

Minutes: The minutes from the October 14th meeting were accepted.

Bills and Communications: Diane Drinan presented the check summary for October 2021 totaling \$20,415.36 for the boards review.

Executive Director's Report:

Diane Drinan reported:

3 vacancies

The waitlist has 1588 applicants, 634 are elderly, 954 are non-elderly, 3 transfers

Enclosed the September operating statement

Old Business

New Business

Colleen Gibson made a motion, 2nd by Talisa Rafferty to approve and sign the year end certifications. U.
Talisa Rafferty made a motion, 2nd by Colleen Gibson to approve the 2022 budget. U.

Roll call:

Colleen Gibson yes

Talisa Rafferty yes

Gerald McCarthy yes

The board went into Executive Session at 9:45

The board returned from Executive Session at 10:30

Adjournment 10:30 AM

Respectfully submitted:

Diane Drinan, PHM

Executive Director

Topsfield Housing Authority