

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

August 18, 2022

69 WASHINGTON STREET, TOPSFIELD MASSACHUSETTS

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

The meeting was called to order at 9:06 AM

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

Bills and Communications: Diane Drinan presented the check summary for July 2022 totaling \$12,827.95

Executive Director's Report:

Diane Drinan reported:
7 vacancies
The waitlist has 2034 applicants, 779 are elderly, 1255 are non-elderly, 2 transfers
Enclosed the June operating statement

Old Business

New Business

Jerry McCarthy made a motion, 2nd by Talisa Rafferty to accept the lowest qualified bid for the HVAC preventative maintenance contract. We are waiting for RCAT to submit the bid sheet

Adjournment 9:15 AM

Respectfully submitted:
Diane Drinan, PHM
Executive Director
Topsfield Housing Authority