

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

April 13, 2023

69 WASHINGTON STREET, TOPSFIELD MASSACHUSETTS

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

The meeting was called to order at 9:04 AM

Minutes: The minutes from the March 9th meeting were accepted.

Bills and Communications: Diane Drinan presented the check summary for March 2023 totaling \$40,052.61

Executive Director's Report:

Diane Drinan reported:
4 vacancies, one unit off line for a Mod project
The waitlist has 2680 applicants, 1043 are elderly, 1635 are non-elderly, 3 transfers
Enclosed the February operating statement

Old Business

New Business

Jen DiCarlo made a motion, 2nd by Colleen Gibson to approve the revised 2023 budget. U.

Roll call:

Rafferty yes
DiCarlo yes
Gibson yes
McCarthy yes

Jen DiCarlo made a motion, 2nd by Talisa Rafferty to approve the wage match acknowledgement. U.

Talisa Rafferty made a motion, 2nd by Jen DiCarlo to approve the low bidder, E.C.F construction in the amount of \$21,329.00 for project #298044. U.

Adjournment 9:36 AM

Respectfully submitted:

Diane Drinan, PHM
Executive Director
Topsfield Housing Authority