

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

**December 8, 2022  
69 WASHINGTON STREET, TOPSFIELD MASSACHUSETTS**

Members Present: Talisa Rafferty  
Colleen Gibson  
Jennifer DiCarlo

Absent: Gerald McCarthy

The meeting was called to order at 9:06 AM

**Minutes:** The minutes from the November 10th meeting were accepted.

**Bills and Communications:** Diane Drinan presented the check summary for November 2022 totaling \$35,433.30.

**Executive Director's Report:**

Diane Drinan reported:

2 vacancies

The waitlist has 2304 applicants, 874 are elderly, 1428 are non-elderly, 2 transfers

Enclosed the October operating statement

**Old Business**

The board signed the revised year end documents

**New Business**

**Adjournment 9:11 AM**

Respectfully submitted:

Diane Drinan, PHM

Executive Director

Topsfield Housing Authority