Finance Committee Regular Meeting
February 9, 2026; 6:00 PM

Conference Room B | Audrey P. Beck Municipal Building
4 South Eagleville Road, Mansfield, CT 06268

APPROVED MINUTES

Members Present: Shaiken, Cotton, Zaicek

Others Present: Kueffner, Tomecko

Staff Present: Aylesworth, Backhaus, Capriola

Meeting called to order at 6:00 PM

1. Opportunity for Public Comment: None noted.

2. Staff Reports: Backhaus noted the Town is currently deep in budget preparation.

3. Approval of minutes for January 12, 2026:

   Cotton moved and Zaicek seconded to approve the minutes of January 12, 2026. Motion passed unanimously.

4. Q2 Quarterly Financial Statements: Backhaus reviewed the Q2 Quarterly Financial Statements dated December 31, 2025. The following highlights were discussed:

   - General Fund revenues and expenditures are in line with expectations halfway through the year. There is a small overage in probate due to a capital request that was submitted subsequent to the budget adoption. This will be covered through year-end transfers.
   - There is $198 thousand in other revenue in the Day Care Fund. This is the receipt of an employee retention credit from the IRS. This was not originally filed for. Once it was identified the Day Care was eligible for said credit, Finance filed amended returns for several quarters to receive the credit.
   - The Cafeteria Fund is operating at a deficit. This is the BOE's responsibility. There was discussion about moving the Director salary out of the Fund and charging the salary directly to the MBOE and R19 operating budgets.
   - The Parks and Recreation Fund is also operating in a deficit. There was discussion about reviewing the General Fund's annual contribution during the FY2027 budget process.
   - The Town Aid Road fund has $528 thousand dollars in fund balance. This will be evaluated after the next payroll which will include several storm events that include considerable overtime.
   - There were questions about the Cemetery Fund and its current investments. Backhaus noted this is a trust and she will need to review the trust documents to determine if there are requirements on types of investments.
   - The Health Insurance Fund is operating at a deficit. The fund was budgeted to use some fund balance but might use more than anticipated. It was noted there are four high cost claimants this year versus one in the prior year. The fund balance continues to remain higher

than recommendations so there is no concern at this time. Overall monthly claims are up 25.5% from the prior year.

- There was a request to review and consolidate the account within Other Operating. Backhaus will review prior to next quarter. There was discussion regarding the opioid settlement funds. Shaiken requested additional information on what these funds will be used for. He requested Council input on future allocations and would like to see the funds be used for direct support for treatment programs and regional collabotation.

Cotton moved to recommend the Town Council accept, effective February 9, 2026, the Quarterly Financial Statements dated December 31, 2025. Zaicek seconded and the motion passed unanimously.

7. Communications/Other Business/Future Agenda Items: None noted

8. Adjournment. The meeting adjourned at 6:48 pm.

Cotton moved and Zaicek seconded to adjourn. Motion unanimously.

Respectfully submitted,

Amanda L. Backhaus, CPA
Director of Finance