MINUTES

Members Present: Kochenburger, Shaiken, Fratoni

Other Council Members Present: Moran,

Staff Present: Aylesworth, Bradshaw-Hill, Kaufman, Corson

Guests:

1. Meeting called to order at 6:04 pm

2. Opportunity for Public Comment – None

3. Staff Reports – Jennifer Kaufman, AICP, Planning and Development Acting Director provided information on the need to extend the On-Call List of Inland Wetlands Agency Technical Consultants after not receiving sufficient response to the RFQ that was published in April. She noted the limited pool of qualified consultants and the immediate need for access to the current list of consultants pending the results of the reissued RFQ 22.that closes on June 17, 2022.

4. Staff Reports – Charmaine Bradshaw-Hill, Director of Finance provided notice that the Town’s share of the Health Insurance Fund Surplus ($156,000) will be applied to the Unfunded Liability as determined by Hooker and Holcomb in the actuarial valuation of 7/1/2020. No motion is needed as the surplus will be used for other health related insurance such as OPEB (Other Post-Employment Benefits) for the Town of Mansfield.

5. Staff Reports – Charmaine Bradshaw-Hill, Director of Finance provided notice that the Town’s energy consultant is recommending that we float our respective energy contracts (month to month) vs locking into a one year contract in an effort to minimize the impact of the current rates. Titan Energy will monitor the market; negotiate our rate/volume with current providers and inform the Town when it makes sense to lock in for the balance of the year.

6. Approval of minutes for May 9, 2022

    Shaiken moved and Fratoni seconded to approve the minutes of May 9, 2022, as presented. Motion so passed.

4. Transfer of Uncollected Taxes to Property Tax Suspense Book – Director Bradshaw-Hill shared the Tax Collector’s Suspense Report that identifies the respective uncollected taxes to be transferred to the property tax suspense book. Committee members discussed the current collection rate for the Town and the fact that the Collector’s Office will continue to pursue payment up to 15 years as provided by State Statute Section 12-165.

    Shaiken moved and Fratoni seconded to recommend, effective June 13, 2022, to transfer $78,082.46 in uncollected property taxes to the Mansfield Property Tax Suspense Book, as recommended by the Collector of Revenue. Motion so passed.
7. Appointment of Auditors – Director Bradshaw-Hill reminded the Finance Committee that during the January 19, 2022 meeting the need to renew the contract with CLA for the coming audit season. The audit firm provided the master service agreement in May after the Finance Committee convened last month. Therefore, we need to appoint the auditor of record for FY2122 Audit.

**Shaiken moved and Fratoni seconded, recommending effective June 13, 2022 to appoint CLA LLP as the auditing firm for the Fiscal Year 2021/22. Motion so passed.**

8. Proposed Capital Improvement Program Adjustments FY 21/22 – Director Corson and Director Bradshaw-Hill walked the committee through the respective capital project funding adjustments needed to continue the work on approved projects. The committee asked questions regarding the overall all costs of the respective projects that are being adjusted and staff provided details for each.

**Shaiken moved and Fratoni seconded, recommending to recommend to the Town Council to approve the adjustments to the Capital Projects fund, as presented by the Director of Finance in her correspondence dated June 6, 2022. Motion so passed.**

9. Communications/Other Business/Future Agenda Items:

10. Adjournment. The meeting adjourned at 6:45 pm.

**Shaiken moved and Fratoni seconded to adjourn. Motion so passed.**

Respectfully submitted: Charmaine Bradshaw-Hill, Director of Finance