

MUNICIPAL SERVICES COMMITTEE MEETING MINUTES

Wednesday, February 22, 2023

Held at Franklin Library

George Dzujna called the meeting to order at 10 a.m.

Members Present: Councilor George Dzujna (Chair); Councilor Ted Starkweather; Councilor Leigh Webb; Margaret Blank (from Underwood Engineering); Eliza Styczynski – (from NH DES); City Manager Judie Milner; MSD Director Justin Hanscom

George thanked all the members for attending this meeting. NOTE: George stated that Bob Desrochers could not attend this meeting.

- I. Approval of prior MSD Committee minutes. Ted made a motion to approve the minutes of the June 8, 2022, August 24, 2022 and the December 19, 2022 MSD Committee meetings. George 2nd. Motion was carried.
- II. Wastewater Asset Management Discussion: George had contacted representatives from Watts, PCC Structural, Kayak ONE and Jason Grevior. Watts did not respond. PCC could not attend at this scheduled time. Margaret stated that this is a Level of Service Workshop. Eliza noted that there are NHDES funding opportunities. Margaret asked Justin what he was looking for at this meeting. Justin replied that he is looking to identify deficiencies in the system and tacking projects/programs and prioritizing this issue regarding the number of involved parties being serviced. Judie stated that this program will bring a proactive aspect to the City assets. Margaret asked what financial software the City uses. Judie responded that we use Accufund. Margaret suggested that we use Ark GIS system. Discussion continued about how the new software would work with existing software; engineering information; what is needed from local businesses; the amount of grants; educating the public; and what other costs will be needed from the City. Judie will make sure we have another talk on this subject before the next MSD Committee meeting.

Ted made a motion to adjourn the meeting. George seconded. Motion was carried. Meeting adjourned at approximately 11:30 a.m.