

Michael Borg
Town Manager



TOWN OF NORTH ATTLEBOROUGH
43 South Washington Street
North Attleborough MA 02760
508-699-0100

INTEROFFICE MEMORANDUM

DATE: Tuesday, November 14, 2023
TO: Town Clerk
FROM: Michael Borg *WMM* 14 Nov 23
CC: Mark Hollowell *DW* Director
Andrea Phillips Administrative and Fiscal Operations Manager
Linda Catanzariti Town Accountant
Chris Sweet Treasurer/Tax Collector

RE: Measure 2024-035- Authorization of two Water Department FY22 Invoices for Univar Solutions totaling \$13,346.43, comprised of Invoice 99202419 for Caustic Potash delivery 10/21/21 for \$7,346.13 and Invoice 99202420 for Caustic Potash delivery 1/27/22 for \$6,000.30.

Town Council Meeting- President Justin Paré
Measure 2024-035- Authorization of two Water Department FY22 Invoices for Univar Solutions totaling \$13,346.43, comprised of Invoice 99202419 for Caustic Potash delivery 10/21/21 for \$7,346.13 and Invoice 99202420 for Caustic Potash delivery 1/27/22 for \$6,000.30.

Purpose and Justification:

Authorization of two Water Department FY22 Invoices for Univar Solutions totaling \$13,346.43, comprised of Invoice 99202419 for Caustic Potash delivery 10/21/21 for \$7,346.13 and Invoice 99202420 for Caustic Potash delivery 1/27/22 for \$6,000.30. Univar Solutions verbally confirmed at the end of FY22 that there were no outstanding invoices.

After Univar reviewed their past billing records in FY23, these invoices were created for the two deliveries that were never billed previously. After reviewing all of the documentation and correspondence, we have determined the invoices are valid and due to Univar Solutions.

I respectfully request that the Town Council approve payment of prior year FY22 invoices in the amounts of \$6,000.30 and \$7,346.13 to Univar Solutions. The FY24 certified Retained Earnings for the Water Department is the requested source of funding for these invoices in this measure.

The Town Council met on November 13, 2023, and on behalf of the Town Council, a motion was made by Councilor Donovan to approve Measure 2024-035- Authorization of two Water Department FY22 Invoices for Univar Solutions totaling \$13,346.43, comprised of Invoice 99202419 for Caustic Potash delivery 10/21/21 for \$7,346.13 and Invoice 99202420 for Caustic Potash delivery 1/27/22 for \$6,000.30.

The motion was seconded by Councilor Costello.

Motion carried. 8-0 UNANIMOUS