

Michael Borg
Town Manager



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

INTEROFFICE MEMORANDUM

DATE: Tuesday, February 04, 2025
TO: Town Clerk Pat McNielly
FROM: Michael Borg *MJB* 04 FEB 25
CC: Linda Catanzariti, Town Accountant
Chris Sweet, Tax Collector & Treasurer
Keith Mueller, I.T. Director
RE: **Measure 2025-044- Authorization to pay FY24 Invoices for Metasource LLC for the I.T. Department in the amount of \$2,525.75.**

Town Council Meeting- President Justin Paré
Measure 2025-044- Authorization to pay FY24 Invoices for Metasource LLC . for the I.T. Department in the amount of \$2,525.75.

Purpose and Justification:

The IT Department requests approval to pay outstanding invoices from Metasource LLC for services rendered in June 2024. The total amount due is \$2,525.75, to be charged to account 524302 (Maint of Computer Software).

Due to ongoing contract negotiations with Metasource for Fiscal Year 2025, there was a miscommunication regarding the expected timing of invoices. Consequently, this particular invoice, pertaining to Fiscal Year 2024, was inadvertently overlooked. The invoice was not identified until the FY25 contract was finalized and in place, at which point its FY24 status was recognized.

The Town Council met on January 27, 2025, and on behalf of the Town Council, a motion was made by Councilor Slobogan to approve **Measure 2025-044- Authorization to pay FY24 Invoices for Metasource LLC . for the I.T. Department in the amount of \$2,525.75.**

The motion was seconded by Councilor Donovan.

Motion carried. 8-0.