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TOWN OF SOUTHBRIDGE  
MASSACHUSETTS

**SPECIAL TOWN COUNCIL MEETING**  
**WEDNESDAY, February 7, 2024 – 7 PM**  
**MacKinnon Council Chambers**

**AGENDA**

***RELATIVE TO MGL CHAPTER 30A, SECTION 20 (F), AND FOR THE BENEFIT OF THE PUBLIC, THIS MEETING IS BEING RECORDED BY BOTH VIDEO AND AUDIO METHODS.***

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Citizen's Forum
5. Presentation: Utility Billing -Solid Waste and Disposal, Water and Sewer  
Hannah Prescott, Raybern Consulting
6. Vote to ratify a contract with Muni-Link for Utility Billing for a 5-year period with a 3% annual increase for implementation of software for Solid Waste and Disposal, Water and Sewer billing at cost of \$50,000.00 and \$29,880.00 for first year subscription for total year one of \$79,880.00. Allow the Town Manager to sign all related contracts and documents.
7. Vote to approve ratifying a contract with Invoice Cloud for payment gateway implementation with Muni-link for \$100 a month, an annual cost of \$1200.00. Allow the Town Manager to sign all related contracts and documents.
8. Vote to appropriate \$125,000.00 from Capital Stabilization Fund #0842 to the Utility Billing Project for the implementation and first year costs associated with a new billing management program for Solid Waste and Disposal, Water and Sewer Programs to include software and consultant fees for the implementation of the programs.
9. Adjourn

*Note: The items listed, which may be discussed at the meeting, are those reasonably anticipated by the Chair. Not all items listed may, in fact, be discussed, and other items not listed may also be brought up for discussion to the extent permitted by law.*