

SURPLUS OR TRANSFER OF AN ASSET FORM

To: Supervisor and Town Board

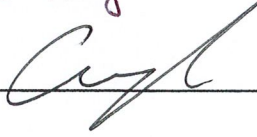
Department Head: Art Petrone

Prepared By: Marianne Lamb

Date: 1/8/25

I request permission to surplus the following assets which are no longer of any use to my department.
Proposed disposition (recycle, transfer, auction) of the assets are listed.

<u>ITEM</u>	<u>ASSET TAG #</u>	<u>DISPOSITION</u> (recycle, transfer, auction)
Sanyo Computer Monitor Dell Monitor	no tag 6381	Recycle Recycle
Dell Optiplex 3020	6419	Recycle
Hanna PH 211 Meter w/ electrodes	3964	Recycle
Desk Double Pedestal 72x30	3894	Recycle
Dell Optiplex 3060	7129	Recycle
Dell Monitor	7133	Recycle
Dell Monitor 20"	6977	Recycle
Rotork electric actuating Valve	no tag S/N B6969-A1	Recycle
Dell Monitor	6039	Recycle
23" Westinghouse monitor	no tag	Recycle

Department Head Signature: 

Date of Town Board Approval: _____

Once approved by the Town Board, please complete a Deletion/Transfer Form.
For Vehicles and Equipment complete a Vehicle/Motorized Equipment Form.
Send completed form to the Finance Director.

Town of Webster
Surplus or Transfer of an Asset Form

To: Supervisor and Town Board

Department Head: Art Petrone

Prepared By: Marianne Lamb

Date: 1/8/25

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<u>ITEM</u>	<u>ASSET TAG #</u>	<u>DISPOSITION</u> (recycle, transfer, auction)
(3) Master electrical control Cabinets (chem blower)	no tag	recycle
(2) Wemco Primary Pumps	No tag	recycle
Double Pedestal Metal Desk (1)	2014	Recycle
Metal Desk 59 1/2 x 31 1/2	00610	Recycle
Wooden Desk 60 x 30	2020	Recycle
Chain + Scraper Sludge Collector	2101	Recycle
Chain + Scraper Sludge Collector	2102	Recycle
Hanna Conductivity Meter	3973	Recycle
Lot of Chain + Flang Reapp for Primaries	3997	Recycle

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cc: Paula Freedman
Paul Adams

Town of Webster
Surplus or Transfer of an Asset Form

To: Supervisor and Town Board


Department Head: Art Petrone

Prepared By: Marianne Lamb

Date: 1/7/2025

I request permission to surplus the following assets which are no longer of any use to my department.
Proposed disposition (recycle, transfer, auction) of the assets are listed.

<u>ITEM</u>	<u>ASSET TAG #</u>	<u>DISPOSITION</u> (recycle, transfer, auction)
Classifier Grit Pista	02033	Recycle
Chain Loop ^{Metallic for} Primary Tasks	790113	Recycle
Thermolyne 1500 muffle Furnace	1964	Recycle
Fume Lab Enclosure Base Cabinet	1951	Recycle
meter dissolved oxygen	1956	Recycle
Genesys Spectrophotometer	1961	Recycle
Dell Optiplex 3010	6020	Recycle
Dell Monitor	6031	Recycle
Dell Monitor	6039	Recycle

Department Head Signature: 

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Paul Adams

Town of Webster
Surplus or Transfer of an Asset Form

To: Supervisor and Town Board


Department Head: Art Petrone

Prepared By: Marianne Lamb

Date: 12/27/24

I request permission to surplus the following assets which are no longer of any use to my department.
Proposed disposition (recycle, transfer, auction) of the assets are listed.

<u>ITEM</u>	<u>ASSET TAG #</u>	<u>DISPOSITION</u> (recycle, transfer, auction)
Metal Desk	blue tag # 02019	Recycle
Tool Box	blue tag # 01994	Recycle
Dayton Natural Gas Heater 150,000 BTU	no tag	Recycle
10x4 Metal Acid Top (2) Lab Base Cabinets	3912	Recycle
Lab Cabinets	9926	Recycle
Electric Drinking Fountain	3901	Recycle
Base wall Cabinet Plastic	3902	Recycle
Cabinet wall Plastic 7x2	3903	Recycle

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