

SURPLUS OR TRANSFER OF AN ASSET

To: Supervisor and Town Board

From: Hon. Thomas J. DiSalvo

Date: August 28, 2025



I request permission to surplus the following assets which are no longer of any use to the Webster Justice Courts. Proposed disposition of the asset(s) are listed.

<u>ITEM</u>	<u>DISPOSITION or TRANSFER</u>
1.) SONY BM246 Confer Recorder Tape System with 4-Track Asset # 03030	Recycle/Trash

Date of Town Board Approval: _____

Once approved by the Town Board, a New/Surplus/Transfer Form for Vehicles/Equipment or a Deletion/Transfer Sheet must be filled out and sent to the Finance Director.

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March 2, 2004

**CC: Paula Freedman
Paul Adams**