

**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.

| <b><u>ITEM</u></b>  | <b><u>DISPOSITION or TRANSFER</u></b> |
|---|---------------------------------------|
| 1.) SONY BM246 Confer Recorder<br>Tape System with 4-Track<br>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.**

**Section II, Page 4**

**March 2, 2004**

**CC: Paula Freedman  
Paul Adams**