

**Town of Webster**  
**Surplus or Transfer of an Asset Form**

**To: Supervisor and Town Board**

**Department Head: Steve Peace**

**Prepared By: Steve Peace**

**Date: 1/9/2026**

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.

<b><u>ITEM</u></b>	<b><u>ASSET TAG #</u></b>	<b><u>DISPOSITION</u></b> (recycle, transfer, auction)
Cisco Merak MR34 AP	6210	recycle
Cisco Meraki MR34 AP	6401	recycle
Cisco Meraki MR34 AP	6402	recycle
Cisco Meraki MR34 AP	6403	recycle
Cisco Meraki MR34 AP	6405	recycle
Cisco Meraki MR34 AP	6406	recycle
Cisco Meraki MR34 AP	6408	recycle
Cisco Merakim MR34 AP	6410	recycle

**Department Head Signature:** \_\_\_\_\_

**Date of Town Board Approval:** \_\_\_\_\_

Once approved by the Town Board, please complete a Deletion or Transfer Form.

For Vehicles and Equipment complete a Vehicle/Motorized Equipment Form.

Send completed form to the Finance Director.