

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.

| <u>ITEM</u> | <u>ASSET TAG #</u> | <u>DISPOSITION</u> (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.

cc: Paula Freedman
Paul Adams