

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

**To: Supervisor and Town Board**

**Department Head: Steve Peace**

**Prepared By: Steve Peace**

**Date: 12/30/2025**

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.

<b><u>ITEM</u></b>	<b><u>ASSET TAG #</u></b>	<b><u>DISPOSITION</u></b> (recycle, transfer, auction)
Meraki MR43 AP	6404	recycle
Meraki MR43 AP	6407	recycle
Meraki MR34 AP	6412	recycle
Meraki MR34 AP	6413	recycle
Meraki MR34 AP	6411	recycle
Meraki MR34 AP	6414	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.