

TO: Mayor, Council Members and Mr. Brown
FROM: Leann Misquez, Purchasing Agent
DATE: October 21, 2015
RE: Disposal of Fixed Assets

The town is requesting permission to dispose of the following fixed assets:

WWTP	Computer monitor	does not work
	Copy machine	does not work
	Fax machine	does not work
	Fax machine	does not work
	Copy machine	does not work
	Copy machine	does not work
Library	Typewriter	does not work
Museum	Printer	does not work

Thank you.