



TOWN OF BOLTON
DISPOSAL OF SURPLUS SUPPLIES OR CAPITAL POLICY

I. PURPOSE

The purpose of this policy is to define a process by which any supplies or capital which have been deemed to be surplus by the Town Administrator may be disposed.

II. APPLICATION

The Policy applies to all Capital or Supplies which are the property of the Town of Bolton.

III. POLICY

It is the Policy of the Town to comport with all applicable laws and regulations covering the disposal of any surplus Town-owned capital or supplies.

To that end, the Town of Bolton shall fully comply with M.G.L. c30B which governs the disposal of such supplies.

Specifically, for any surplus items with an estimated net or resale or salvage value of less than \$10,000 the Town will follow the following procedure:

- The Town will attempt to auction its surplus item or items to the highest bidder. The auction shall remain open for fourteen (14) calendar days. When the auction is deemed to be closed the item(s) shall be sold to the highest responsible bidder. If payment is not received from the highest bidder within five (5) calendar days the item(s) shall be sold to the next highest responsible bidder, etc.
- If no bids are received the item(s) shall be noticed as available for zero (\$0) dollars as is to any jurisdiction within the Commonwealth of Massachusetts for a period of fourteen (14) calendar days.
- If after fourteen (14) calendar days no jurisdiction within the Commonwealth of Massachusetts has declared interest in the available item(s) then the item(s) shall be noticed as available, to the extent possible, to jurisdictions within the New England region.
- If after fourteen (14) calendar days no jurisdiction within the New England region has declared interest in the available item(s) then the item(s) shall be disposed of in an appropriate manner.

Donald Lowe, Town Administrator