

To: Town Board

From: Jean Gallucci, Comptroller

Date of Meeting: April 4, 2024

Re: Adding a Monthly Purchase Order and Pre-pay

Request authorization to add to monthly purchase orders, one for the new Toshiba lease in the Town Clerk's office, one for Building Department Temporary Agreement. Also, request that them to be authorized pre-pays:

Toshiba	AAA-522-1410-400	\$83.08
Normann Staffing	BBB-522-3620-400	\$1,200.00