

**Minutes of the
May 13, 2021 Special Town Board Meeting**

Chairman Discianno called the meeting to order at 9:00 AM on Thursday May 13, 2021 at the Winchester Municipal Building. Attending were Chairman Discianno, Supervisor Grimmer, Supervisor Whitney and Clerk Wainio.

Supervisor Grimmer made a motion to accept the agenda at the discretion of the Chairman. Supervisor Whitney seconded the motion which was approved 3-0.

1) Culvert bids opened May 3, 2021: Supervisor Whitney asked who decided which culverts were to be replaced. Chairman Discianno explained this was done after receiving information from residents on the roads in question, the Town Crew and physical inspection of the previous Town Board and previous County Highway Commissioner. Mr. Whitney voiced his opinion that his experience indicated that the highest and lowest bid should be thrown out of consideration. Chairman Discianno informed him that the Town needed to accept the lowest responsible bid that was most advantageous to the Town. Supervisor Whitney also questioned by why a performance bond was not included in the bids. Mr. Discianno advised Mr. Whitney that it was not the Town's past practice to require bonding on these kinds of projects. Mr. Whitney expressed concern on not requiring bonding stating that based on his experience in HVAC projects the cost should only be approximately 2% of the bid. With that information Chairman Discianno calculated a bond should be approximately \$968. Since none of bidders were required to include a bond in their bids, The Board questioned how they could accept the bid from Ruotsala Construction without a performance bond. Clerk Wainio suggested the Board could approve Ruotsala Construction at a specified amount higher than their submitted bid of \$48,400 if the amount was specified and included a performance bond. Supervisor Grimmer made a motion to accept Ruotsala Construction bid to complete Project 1, 2, and 3 not to exceed \$50,000.00 including a performance bond. Chairman Discianno seconded the motion which was approved on a 3-0 vote. Chairman Discianno will contact Jason of Ruotsala Construction and explain the decision requesting a bond.

2) Purchase of Leaf Blower: After discussion Supervisor Grimmer made a motion to purchase a Stihl BR600 leaf blower from Ace in Rhinelander utilizing the discount available through the \$69.50 discount available to Maya Discianno as a Trig's employee. Supervisor Whitney seconded the motion which was approved 3-0.

3) MW Chamber application for picnic licenses to be used at WinMan Trails: After Clerk Wainio explained the requests for Temporary "Class B" picnic licenses for May 29-30 and June 20 including an application for a new Operator's license were properly filed, Supervisor Grimmer made a motion to grant the requested licenses. Supervisor Whitney seconded the motion which passed 3-0.

The meeting was adjourned at 9:50 AM.

Respectfully submitted,
Joan T. Wainio, Town Clerk