

**MINUTES OF THE MARCH 6, 2020 SPECIAL TOWN BOARD MEETING  
TOWN OF WINCHESTER, VILAS COUNTY**

***Pending Approval from the Town Board***

Chairman Discianno called the meeting to order at 9:00 AM on Friday March 6, 2020. Attending were Chairman Discianno, Supervisor Brownwell, Supervisor Wainio, Clerk Wainio and town crew member Bill Sell.

Supervisor Wainio moved to accept the agenda at the discretion of the chair, Supervisor Brownwell seconded. Motion approved 3-0.

**OLD BUSINESS:**

**Purchase of Town Patrol Truck:** Final updated quotes were received from Peterbilt and Casper's. A slight increase on the chassis from \$97,972 to \$98,141.50 due to the change in model year from 2020 to 2021. 5 suppliers are involved in building the truck: Casper's total cost including material cost and labor cost increases will be \$84,897.00. Supervisor Brownwell made a motion to purchase the 2020 Peterbilt for \$98,141.50 which Supervisor Wainio seconded and was approved 3-0. Supervisor Wainio made a motion to purchase the truck build from Casper's Truck Equipment for \$84,897.00, seconded by Supervisor Brownwell. This motion passed 3-0.

**Payment of HVAC invoices for the Town Garage:** Supervisor Brownwell motioned to deduct \$512.00 from both the remaining Giovanoni and William Electrician invoices for the extra charges on the make-up air unit. Supervisor Wainio seconded. Vote to approve 3-0

**Postings on Town Hall Bulletin Board & Website:** Supervisor Wainio made a motion to deny the outside request to post a notice on the Town Bulletin Board and website and look at a Town Bulletin Board & Website usage policy. Chairman Discianno seconded, vote to approve 3-0.

**Procedure to adopt Employee Handbook:** Supervisor Wainio made a motion to have both the Town Board and employees present in writing any issues and recommendations covered in the proposed employee handbook by the next regular Town Board meeting. Supervisor Brownwell seconded, motion approved 3-0.

The meeting was adjourned at 10:32 AM.

Respectfully submitted,  
Joan Wainio, Town Clerk