



Town of Winchester
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DRAFT

DRAFT Meeting Minutes Regular Town Board Meeting

Monday, April 13, 2026

Chairman Discianno called the meeting to order at 6:00 pm on Monday April 13th, 2026 at Winchester Town Hall and on Zoom. Chairman Discianno, Supervisor Newton, Clerk Newton and Treasurer Grimmer attended at Town Hall. Supervisor Silvis attended on Zoom. There were three other in-person attendees including District Supervisor Richard Logan and three attendees on Zoom. The pledge of allegiance was recited.

Supervisor Newton made a motion to approve the agenda. Chairman Discianno seconded the motion, and the motion passed 3-0 in a voice vote.

Chairman Discianno made a motion to approve the March regular meeting minutes with a typo of Excel being corrected. Supervisor Newton seconded the motion and the motion passed 3-0 in a voice vote.

Treasurer's Report: Treasurer Grimmer reported that the total of Town bank accounts is \$747,657, 31K quarterly transportation aids was received and lottery/gaming credit to be received this month. Chairman Discianno made a motion to approve the Treasurer's report as given. Supervisor Newton seconded the motion and the motion passed 3-0 in a voice vote.

Clerk's Report: Clerk Newton reported that the recycling grant worksheets were filed with Vilas County and that she would submit the Room Tax report and Form CT with DOR. Clerk Newton reported that the spring election held on 4/7/2026 had 30 absentee votes cast of 31 returned absentee ballots and a turnout of 143 in person voters on election day including two election day registrations.

Chairman and Supervisors' reports: Chairman Discianno reported that the transfer station attendant would be scheduling two brush days for spring and said that NEMSD Chief Joling and town crew employee are discussing a practice burn on a leaf pile at the transfer site. Chairman Discianno spoke about Turtle Chain water level being high and explained that the dam has been completely open since October, 31, 2025. Chairman Discianno reported internet and phone issues for town garage and suggests the switch to Starlink take place as soon as possible.

Chairman Discianno reported receiving a complaint from Dale White regarding a milling unit being ran at the gravel pit on Papoose Lake Rd until 9 or 10 pm on some nights. Chairman Discianno reported working on requesting letters of support for the grant application on behalf of NEMSD and receiving an email shortly before the meeting indicating Winchester was not awarded LRIP funding for the projects submitted this year.

Supervisor Newton reported that he helped with submission of the grant application for NEMSD funding. Supervisor Newton reported that he set up the town Sharepoint with a standard municipal file schema and indicated that he organized the existing files into new locations. Supervisor Newton reported that he will order and install Starlink at the town garage and town park and that he will port the garage and transfer station phone numbers into a VOIP service. Supervisor Newton explained that he is continuing to work on the dam inspection report and that the Winchester Public Library reported there will be Betty Forster scholarships going to Winchester students this year.

Supervisor Silvis reported that Issac Cowart has returned to WinMan and that WinMan reports 131 days of skiing over the winter season and 60,000 visitors in 2025. Supervisor Silvis reported that the fire department's Engine 1 was being repaired and indicated that Chief Melzer is putting together a report for the annual town meeting. Supervisor Silvis state that he would be unable to attend the April WFD meeting but that he will get a report from the meeting.

Vilas County District Supervisor's report: District Supervisor Logan reported that all previously vacant county seats have been filled. District Supervisor Logan spoke about an enterprise resource project bringing finance updates to county departments and that he expects the updates to be beneficial for municipalities.

Correspondence: Clerk Newton read a press release from Scholl Community Impact Group regarding their premises being offered to residents as an emergency warming shelter following the installation of a generator. Supervisor Newton spoke about an upcoming meet and greet event with the Northwoods ATV/UTV club at Scholl Community Impact Group.

Public Comment: no public comments

Old Business:

1. *Road/lane name changes:* Clerk Newton reported that there were no submissions for to be reviewed/approved.
2. *Turtle Lake Dam inspection report:* Supervisor Newton recalled covering the dam inspection report in his Supervisor's report and added that the first upcoming

deadline is June first and that additional work to clear brush from the area will need to be done.

3. *NEMSD update:* Chairman Discianno reviewed the March NEMSD Chief's report, spoke about the ongoing first responder trainings being held in Winchester. Supervisor Newton asked about an update on the Winchester ambulance that was in a collision and Chairman Discianno reported that inspection revealed no damage to the frame and no leaking fluids.
4. *Town Hall meeting room improvements including paint, tile, carpet and electrical:* Chairman Discianno reported that painting has been completed and that drywall repairs, caulking and a ceiling vent repair had been done prior. Chairman Discianno indicated that work is scheduled for Wednesday to add a floor outlet and that floor replacement with vinyl plank and carpet tiles is scheduled for June.
5. *Deputy treasurer position:* Treasurer Grimmer indicated that he is waiting for the annual meeting to get a go-ahead for clear expectations and a job description.
6. *ATV/UTV signage for town roads:* Chairman Discianno reported that he placed an order for signs with Vilas County and explained that he found out that they can't post 'local use only' signs so the signs on order say 'quiet zone/20 mph' and cost \$987 with the cost expected to be split with the Northwoods ATV/UTV Club. Discussion turned to agenda item 14: *Returning ATV/UTV ordinance to Planning Commission for update:* Treasurer Grimmer originally wanted the ordinance sent back to the Planning Commission for updates but has since changed his mind. Supervisor Silvis said he that would review the ordinance to evaluate if he sees any changes that need to be made in regards to the signage wording.
7. *Short term rentals/room tax:* Chairman Discianno reported that he has a list of properties from Airbnb and VRBO and is looking at the listing photos to identify properties and find contact info to forward to Vilas County. Supervisor Silvis asked if a accommodations tax rate increase has gone forward with Manitowish Waters and Chairman Discianno explained that it has not but said he would continue to follow up. Supervisor Newton described a newly launched application called 'City Portal' that allows for identification of properties being rented and suggests creating an account to see if helpful information can be obtained.
8. *Norvado request for easement for fiber optic building:* Supervisor Silvis reported that he reviewed the easement request after his requested revisions and is happy with the current draft. Photo of building is reviewed and Norvado rep in attendance answers questions regarding the building and discussion moves to Norvado's larger projects/builds, BEAD grant requirements, resiliency/redundancy, etc. Chairman Discianno made a motion to approve the current draft Norvado's request for easement for a fiber optic building. Supervisor Newton seconded the motion and the motion passed 3-0 in a voice vote. Chairman Discianno indicates he would like to cover agenda item 12: *Letter of consent from JSI engineering:* Supervisor Silvis

explained that he raised a concern that the original document didn't include Norvado's consent, but now that it has been added to the contract he feels it is appropriate to sign. Chairman Discianno made a motion to approve JSI for broadband fiber installation and sign the letter of consent. Supervisor Newton seconded the motion and the motion passed 3-0 in a voice vote.

New Business:

9. *Point and Pay, payment processing service:* Treasurer Grimmer explained that Point and Pay is used by Vilas County for receiving property tax payments and that Winchester also used the service in 2017 so the town would not be required to pay the initial set up fee. Treasurer Grimmer indicated that transaction costs were paid by the user with different fees for credit card and ACH transactions. Treasurer Grimmer indicated that he would continue to work on what would be needed to implement the service again.
10. *Associated Bank check scanner:* Treasurer Grimmer reported that his analysis of tax payment processing and travel time to go into the bank branch revealed a potential for increased efficiency by purchasing a check scanner to deposit checks remotely. Treasurer Grimmer reported that there is a \$100 set up fee, that the scanner he would like to purchase is \$890, and stated that he has a donation available to cover the cost of the scanner and set up fee. Chairman Discianno made a motion to approve the purchase of a TS240 check scanner for \$890. Supervisor Silvis seconded the motion and the motion passed 3-0 in a voice vote.
11. *Annual meeting discussion:* Chairman Discianno explained that he would like the annual meeting this year to have a simplified format and the board members discussed topics to cover and the statutory requirements of the meeting.
12. *Letter of consent from JSI engineering:* This agenda item was discussed with action taken immediately after agenda item 8 and the discussion and action are reflected in the minutes under agenda item 8.
13. *Connolly's Caretaking estimate for 2026 Town landscaping services:* Chairman Discianno reviewed the estimate received for 2026 services and compared the cost to what was paid in 2025. Supervisor Newton made a motion to approve Connolly's Caretaking estimate for 2026. Supervisor Silvis seconded the motion and the motion passed 3-0 in a voice vote.
14. *Returning ATV/UTV ordinance to Planning Commission for update:* This agenda item was discussed with no action taken immediately after agenda item 6 and the discussion is reflected in the minutes under agenda item 6.

Future agenda items: Room tax, backup town crew potential candidate, noise ordinance, paving projects, town finance committee

Approval of Vouchers: Disbursements were reviewed and Chairman Discianno made a motion to approve March disbursements beginning with liability check EFT30226fwt dated 3/2/26 to IRS for federal withholding tax through liability check EFT33029hsa dated 3/30/26 to Royal Credit Union for employer HSA contribution. Supervisor Newton seconded the motion, and the motion passed 3-0 in a voice vote.

The meeting was adjourned at 7:36 pm on April 13, 2026.

Erin Newton, Town Clerk for Winchester
DRAFT minutes submitted 05/02/2026