

**MANCHESTER TOWN BOARD – REGULAR MEETING
May 12, 2026 - 6 P.M.**

A public hearing and regular monthly meeting of the Manchester Town Board was held May 12, 2026, at 6:00 p.m. at the Manchester Town Hall with the following members present:

Tate Colburn	Supervisor
Kevin Blazey	Deputy Supervisor/Council Member
Scott DeCook	Council Member
Martha Doody	Council Member

OTHERS PRESENT: Devon Hayes, Town Clerk; Jason Lannon, Highway Superintendent; Rich Vienna, Water Superintendent

ALSO PRESENT: Town of Manchester residents: Ellie Shannon, Brad Hixson,

ABSENT: Jaylene Folkins, Council Member; Willie Murphy, Deputy Highway Superintendent; Marty Barnett, Code Enforcement Officer; Thomas Gabriel, Sole Assessor

CALL TO ORDER: Supervisor Colburn called the Town Board meeting to order at 6:00p.m.

The Pledge of Allegiance was said.

➤ **RESOLUTION #53- APPROVAL OF TOWN BOARD MINUTES, REGULAR MEETING
APRIL 14, 2026**

On motion of Council Member DeCook, seconded by Council Member Blazey, the following resolution was unanimously ADOPTED:

VOTE: AYES - 4 NAYS - 0

RESOLVED, to approve the minutes from the regular Town Board Meeting held on April 14, 2026

➤ **RESOLUTION #54 - APPROVAL OF SUPERVISOR'S MONTHLY FINANCIAL
STATEMENT**

On motion of Council Member Blazey, seconded by Council Member Doody, the following resolution was unanimously ADOPTED:

VOTE: AYES - 4 NAYS - 0

RESOLVED, to approve the Supervisor's Monthly Report as submitted. See Minute Book Attachment for report.

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- **RESOLUTION #55 - APPROVAL OF TOWN CLERK'S MONTHLY REPORT**
 On motion of Council Member Blazey, seconded by Council Member DeCook, the following resolution was unanimously **ADOPTED**:

VOTE: AYES - 4 NAYS - 0

RESOLVED, to accept the Town Clerk's report as follows:

-- CNB Interest	\$.07
-- Transfer Coupons	\$	5,942.89
-- Zoning Fees	\$	2,427.00
-- Bingo Proceeds	\$	71.43
-- Death Certified Copies	\$	70.00
-- Marriage Certified Copies	\$	10.00
-- Bell Jar License	\$	10.00
-- Games of Chance License	\$	30.00
-- Marriage License	\$	17.50
-- Conservation	\$	28.94
-- Dog Licensing	\$	1,985.00
-- Late Fees	\$	110.00

TOTAL LOCAL SHARES COLLECTED \$ 10,702.83

PAID TO NYS AG & MARKETS	\$	129.00
PAID TO ENVIRONMENTAL CONSERVATION	\$	307.06
PAID TO NYS DEPARTMENT OF HEALTH	\$	22.50
PAID TO STATE COMPTROLLER	\$	60.00
PAID TO SUPERVISOR (TOWN)	\$	10,702.83

RESOLVED, to approve the Town Clerk's monthly report for April 2026

Supervisor Colburn received and reviewed the following correspondence with the Board at this time (See minute book attachment for all correspondence):

- a. Supervisor's Monthly Report
- b. Town Clerk's Monthly Report
- c. M&T Bank month-end Report
- d. CNB Accounts balance statement
- e. NYCLASS monthly statement
- f. NYSEG-RG&E information flyers
- g. NYS T-Way construction/Rifenburg Con. water connection request
- h. Ontario Co. IDA information flyers
- i. Ontario Co. IDA current commercial listings for Town of Manchester
- j. Charter Communications flyer

- **RESOLUTION #56- APPROVAL TO CHANGE THE TRANSFER STATION RATE FROM \$.22 PER POUND TO \$.25 PER POUND FOR GARBAGE DISPOSAL**

On motion of Council Member Blazey, seconded by Council Member DeCook, the following resolution was unanimously **ADOPTED**:

VOTE: AYES - 4 NAYS - 0

RESOLVED, approval to change the Transfer Station Rate from \$.22 per pound to \$.25 for garbage disposal.

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➤ **RESOLUTION #57- APPROVAL TO INSTALL TWO “CAUTION BLIND DRIVE AHEAD” TRAFFIC CONTROL SIGNS IN THE AREA OF 3219 BUNKER HILL ROAD**

On motion of Council Member Blazey, seconded by Council Member DeCook, the following resolution was unanimously **ADOPTED**:

VOTE: AYES – 4 NAYS - 0

RESOLVED, approval to install two “caution blind drive ahead” signs in the area of 3219 Bunker Hill Road

Department Reports:

a. **HIGHWAY SUPERINTENDENT, Jason Lannon, reported the following:**

- Tractor delivery will be in mid-September.
- Chip sealing done, clean-up is starting today.
- We assisted the Town Highway Departments. They also helped us. (Seneca and Phelps)
- Started roadside mowing.
- Mowing cemeteries
- Painting plows and wings when it rains.
- Will be starting Brookside driveways Thursday.

➤ **RESOLUTION #58- APPROVAL TO ACCEPT RESIGNATION OF ANDREW STARKEY FROM HIGHWAY DEPARTMENT EFFECTIVE MAY 16, 2026**

On motion of Council Member Blazey, seconded by Council Member DeCook, the following resolution was unanimously **ADOPTED**:

VOTE: AYES – 4 NAYS - 0

RESOLVED, approval accepting the resignation of Andrew Starkey from the Highway Department effective May 16, 2026

➤ **RESOLUTION #59- APPROVAL TO HIRE KYLE JACKSON FOR THE TOWN OF MANCHESTER HIGHWAY DEPARTMENT EFFECTIVE MAY 21, 2026, AT THE RATE OF \$25.00**

On motion of Council Member Blazey, seconded by Council Member Doody, the following resolution was unanimously **ADOPTED**:

VOTE: AYES – 4 NAYS - 0

RESOLVED, to approve the hiring of Kyle Jackson working for the Highway Department at the rate of \$25.00 per hour effective May 21, 2026

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- b. **CODE ENFORCEMENT OFFICER, Marty Barnett, detailed a report stating the following:**
- 3 Fire safety inspections in the Town and Villages
 - 16 Permits were issued in the Town of Manchester
 - \$2,267.00 collected in fees.
 - Estimated construction costs are \$1,078,200.00.
 - We were notified by the Town of Farmington of a 5000 KW solar farm being proposed at 4494 Mount Payne Road. It is a 90 Acre parcel on the north side of the road between Yellow Mills and Stafford Road. We were notified because they are within five hundred feet of the town line. A public hearing is set for June 17th at the Town of Farmington if anyone wishes to attend.
 - We are in discussion with an engineer for a used car sales business being proposed for an existing building at 2896 State Route 96, just east of Prestige Park. We do not have drawings yet but should be in front of the Planning Board in June.
- c. **ASSESSOR, Thomas Gabriel, detailed a report stating the following:**
- Legal notice for the completion of 2026 Tentative Roll was submitted for publication.
 - 2026 Tentative Assessor's Roll is in the Assessor's Office to be viewed by the Public on the listed dates in the legal notice or by appointment if needed. It can also be viewed on the Town of Manchester and Ontario County Real Property websites.
 - Grievance is scheduled for May 26th from 4p.m. to 8p.m.
- d. **TOWN CLERK, Devon Hayes, reported the following:**
- There is a new animal shelter law requiring a spot for contributions to the shelter used for local dog control. The clerk's program will be updated soon to accommodate the change. The money will be held in an account by the bookkeeper and paid once a year to the shelter.
 - \$201.44 was paid to the town. This was the last of the interest on the tax bank accounts.
 - There is an emergency supplies portable bag in the Town Clerk's.
- e. **WATER SUPERINTENDENT, Rich Vienna, reported the following:**
- Monthly Bac-T samples have been negative.
 - Valve maintenance has begun on the west side of town.
 - 16-inch main transmission line from Farmington broke on 4/26 (5000 gal/min)
 - County discussions with Water Superintendents regarding grants.
 - Need some clear weather and U-Dig information for hydrant repairs.

ADDENDUM ITEMS –

- Clifton Springs Fire Department Monthly Report

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BOARD MEMBER ITEMS:

- Council Member Folkins

- Council Member DeCook

- Council Member Doody:
 -

- Council Member Blazey:

- Supervisor Colburn:
 - We have started to get information back from the audit. More information will be given in the next Town Board meeting.
 - The glass display cases were donated to the Lehigh Valley Historical Society and to the Ontario County Emergency Management Office.
 - A leak was found in the flat part of the Town Hall roof. The roof was done in 2015, and there is a 15-year warranty on it. A call will be made to repair it.

➤ **RESOLUTION #60 – MOTION TO APPROVE APRIL 2026 VOUCHERS**

On motion of Council Member Blazey seconded by Council Member Doody, the following resolution was unanimously ADOPTED:

VOTE: AYES - 4 NAYS - 0

RESOLVED, to approve April 2026 vouchers.

➤ **RESOLUTION #61 – MOTION TO ENTER INTO EXECUTIVE SESSION FOR THE PURPOSE OF DISCUSSION REGARDING PROPOSED, PENDING OR CURRENT LITIGATION AT 6:30p.m.**

On motion of Council Member Blazey seconded by Council Member DeCook, the following resolution was unanimously ADOPTED:

VOTE: AYES - 4 NAYS - 0

RESOLVED, to enter Executive Session

➤ **RESOLUTION #62 – MOTION TO EXIT EXECUTIVE SESSION AT 6:43p.m.**

On motion of Council Member Blazey seconded by Council Member DeCook, the following resolution was unanimously ADOPTED:

VOTE: AYES - 4 NAYS - 0

RESOLVED, to exit Executive Session

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ADJOURNMENT: There was no other business before the Board at this time; Council Member DeCook moved to adjourn the meeting, 6:43 pm, seconded by Council Member Doody, unanimously APPROVED.

Respectfully Submitted,

Devon R Hayes, Town Clerk

****Next Meetings:**

- *Regular meeting: June 9, 2026 - 6:00 P.M.*
- *Regular meeting: July 14, 2026 - 6:00 P.M.*
- *Regular meeting: August 11, 2026 - 6:00 P.M.*
- *Regular meeting: September 8, 2026 - 6:00 P.M.*
- *Regular meeting: October 13, 2026 - 6:00 P.M.*
- *Regular meeting: November 10, 2026 -6:00 P.M.*
- *Regular meeting: December 8, 2026 - 6:00 P.M.*