

MANCHESTER TOWN BOARD – REGULAR MEETING
June 9, 2026 - 6 P.M.

A public hearing and regular monthly meeting of the Manchester Town Board was held June 9, 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
Jaylene Folkins	Council Member
Scott DeCook	Council Member
Martha Doody	Council Member

OTHERS PRESENT: Devon Hayes, Town Clerk; Jason Lannon, Highway Superintendent; Marty Barnett, Code Enforcement Officer; Thomas Gabriel, Sole Assessor; Rich Vienna, Water Superintendent

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

ABSENT: Willie Murphy, Deputy Highway Superintendent

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

The Pledge of Allegiance was said.

➤ **RESOLUTION #63- APPROVAL OF TOWN BOARD MINUTES, REGULAR MEETING MAY 12, 2026**

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

VOTE: **AYES - 4** **NAYS - 0** **ABSTAIN – 1 (Folkins)**

RESOLVED, to approve the minutes from the regular Town Board Meeting held on May 12, 2026

➤ **RESOLUTION #64 - APPROVAL OF SUPERVISOR'S MONTHLY FINANCIAL STATEMENT**

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

VOTE: **AYES - 5** **NAYS - 0**

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

June 9, 2026

➤ **RESOLUTION #65 - 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 - 5 NAYS - 0

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

-- CNB Interest	\$	.09
-- Transfer Coupons	\$	4,967.69
-- Zoning Fees	\$	1,979.00
-- Bingo Proceeds	\$	13.96
-- Death Certified Copies	\$	100.00
-- Marriage Certified Copies	\$	50.00
-- Marriage License	\$	52.50
-- Conservation	\$	15.77
-- Dog Licensing	\$	1,881.00
-- Late Fees	\$	160.00

TOTAL LOCAL SHARES COLLECTED	\$	9,220.01
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PAID TO NYS AG & MARKETS	\$	137.00
PAID TO ENVIRONMENTAL CONSERVATION	\$	184.23
PAID TO NYS DEPARTMENT OF HEALTH	\$	67.50
PAID TO SUPERVISOR (TOWN)	\$	9,220.01

RESOLVED, to approve the Town Clerk's monthly report for May 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 collateral statement
- d. CNB accounts balance statement
- e. NYCLASS monthly statement
- f. NYSEG-RG&E information flyers
- g. May/June Clifton Springs FD reports, April/May Manchester FD reports
- h. Supervisor- Thank you letter to Citizen Hose Company

➤ **RESOLUTION #66- APPROVAL TO ACCEPT INSURANCE PAYOUT OF \$344.27 FOR DAMAGES TO A TOWN FIRE HYDRANT DUE TO A CAR ACCIDENT ON JULY 19, 2025**

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

VOTE: AYES – 5 NAYS - 0

RESOLVED, approval to accept the \$344.27 payment for damages to a town hydrant from an accident on July 19, 2025.

➤ **RESOLUTION #67- APPROVAL FOR A BUDGET AMENDMENT - HIGHWAY LINE DB 5112.2 (CHIPS) INCREASE FROM \$216,000.00 TO \$353,298.39. AN INCREASE OF \$137,298.39**

June 9, 2026

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

VOTE: AYES – 5 NAYS - 0

RESOLVED, approval to increase DB5112.2 BY \$137,298.39 to \$353,298.39

➤ **RESOLUTION #68- APPROVAL FOR A BUDGET TRANSFER OF \$2,000.00 FROM A1420.2R TO A1420.2 FOR COMPUTER PURCHASE**

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

VOTE: AYES – 5 NAYS - 0

RESOLVED, approval to move \$2,000.00 from A1420.2R to A1420.2 for the purchase of a computer.

Department Reports:

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

- For the new truck that is scheduled for 2027, the plow equipment will not be here until 2028. The truck will be stored on Town property to avoid paying fees to store it somewhere else.
- Working on ditching
- The additional CHIPS money will be spent on the tractor, Wilbur Road, the chip sealing, and the gutter on Pioneer Road.

b. **CODE ENFORCEMENT OFFICER, Marty Barnett, detailed a report stating the following:**

- 6 Fire safety inspections in the town and villages
- 16 Permits were issued in the Town of Manchester
- \$1,824.00 collected in fees.
- Estimated construction costs are \$386,281.00.
- There will be a Certificate of Occupancy inspection on Monday for the Twisted Rail building (corner of Route 96 and Route 21). The cannabis shop is open. They received approval from the Village of Manchester Planning Board, for an outdoor beer garden and activity area, along with a bandstand.
- There is a new auto sales business being proposed at the June 16th Town Planning Board meeting. They want to move into the existing building just east of Prestige. Previously there was an auto detail business at that location.
- The Village of Clifton Springs was asked if GW Lisk could lease land to put in a battery storage facility. Part of the section of land is zoned light industrial, everything else is residential. For that reason, a battery storage facility would not be a permitted use.

Council Member Folkins said that battery storage was just starting to be a conversation when the Town was updating the zoning code a year or two ago. Her thoughts were that the Planning and Zoning Boards do online

June 9, 2026

research on how other communities are managing this and let the Town Board know if they have any ideas on what future code should be.

c. **ASSESSOR, Thomas Gabriel, detailed a report stating the following:**

- There have been nine transfers since the board meeting last month.
- Grievance has been completed. Four owners filed. One reduction was granted by the Board of Assessment Review. Additionally, two stipulations were entered into before grievance. Legal notice for final roll will be sent to be published soon.
- Review of the parcel inventory has begun. The residential inventory is in good shape, while the commercial inventory and usage classifications need some additional work. The Town is on track for a 2027 revaluation.

d. **TOWN CLERK, Devon Hayes, reported the following:**

- We requested the latest version of the “trash tracker” software for the Transfer Station. Trash trackers creator, Weslor Inc., stated that they only had a few customers and for that reason, they were no longer going to offer the software. Supervisor Colburn will be working with the County to see if there is any possibility for the software to be available as more towns might use it after the landfill closes.
- **Discussion – Membership to the Transfer Station is not limited to people who live in the Town. With the county dump closing in a couple of years, is the Town Board going to continue with this rule or will the Town move to stop accepting users from outside the Town? The Town Board decided to wait until more decisions were made by the County on what the future landfill situation would be and make the decision once more information is available.**

e. **WATER SUPERINTENDENT, Rich Vienna, reported the following:**

- Monthly Bac-T samples have been negative.
 - TTHMs measured 68, which is well below the threshold of 80.
 - Hydrant valve maintenance is continuing.
 - Water Department training has been started again in the Village of Shortsville.
 - Water inspection from the Department of Health was done a couple of weeks ago.
 - The fire on Dewey road used about 90,000 gallons of town water.
 - The water interconnect with Wayne County on the corner of Thompson and Turner Roads is being worked on.
 - Meter readings will be done on Monday morning.
- **Discussion – If a customer needs off hour (weekends and overnights) repairs to deal with a water situation that is not due to a Town failure or fault, should that customer be charged for the labor required to fix the situation? There was a consensus with the Town Board members to move forward with charging a water customer for any off-hour labor required to fix water issues that are not created by the Town. Supervisor Colburn will work to create a resolution and bring it to the July Town Board meeting.**

June 9, 2026

ADDENDUM ITEMS – None

BOARD MEMBER ITEMS:

- Council Member Folkins
- Council Member DeCook
- Council Member Doody:
- Council Member Blazey:
- Supervisor Colburn:
 - The Town Hall fire alarm was activated, and we found out there was a bad speaker (horn). It has been replaced and the cost when billed will be about \$90.00.
 - Proctor Enterprise Inc fixed the roof leak last week. During this process, it was discovered that the latch on the Bilco hatch was rusted and broken. A new latch assembly was ordered. The total bill was \$100.00.
 - Two new LED emergency lights with battery back up were purchased for \$39.89 to be used in the big meeting room.
 - Transfer Station and Water rates changes took effect on the first.
 - MMB is finalizing the audit. Information should be available by July Town Board meeting.

➤ **RESOLUTION #69 – MOTION TO APPROVE MAY 2026 VOUCHERS**

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

VOTE:

AYES - 5

NAYS - 0

RESOLVED, to approve May 2026 vouchers.

ADJOURNMENT: There was no other business before the Board at this time; Council Member Doody moved to adjourn the meeting, 7:02 pm, seconded by Council Member DeCook, unanimously **APPROVED**.

Respectfully Submitted,

Devon R Hayes, Town Clerk

June 9, 2026

****Next Meetings:**

- *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.*