

MANCHESTER TOWN BOARD – REGULAR MEETING
September 8, 2026 - 6 P.M.

A public hearing and regular monthly meeting of the Manchester Town Board was held September 8, 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; Willie Murphy, Deputy Highway Superintendent; Don Bruder, Code Enforcement Officer; Rich Vienna, Water Superintendent; Heather Robson, Assessor; Lon Rogers, Assessor's Aide

ALSO PRESENT: Town of Manchester residents: Rob Richardson, Ellie Shannon, Brad Hixson, Matthew Sousa, John Capron

NECESSARILY ABSENT:

The Pledge of Allegiance was said.

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

➤ **RESOLUTION #87- APPROVAL OF TOWN BOARD MINUTES, REGULAR MEETING
AUGUST 11, 2026**

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 minutes from the regular Town Board Meeting held on August 11, 2026

➤ **RESOLUTION #88 - APPROVAL OF SUPERVISOR'S MONTHLY FINANCIAL
STATEMENT**

On motion of Council Member DeCook, 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.

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

NAYS - 0

-- CNB Interest	\$	.12
-- Transfer Coupons	\$	7,025.17
-- Zoning Fees	\$	2,328.00
-- Bingo Proceeds	\$	3.15
-- Marriage License	\$	52.50
-- Death Certified Copies	\$	22.00
-- Conservation	\$	150.70
-- Dog Licensing	\$	1,668.00
-- Late Fees	\$	110.00

PAID TO NYS AG & MARKETS	\$	109.00
PAID TO ENVIRONMENTAL CONSERVATION	\$	1,950.30
PAID TO NYS DEPARTMENT OF HEALTH	\$	67.50
PAID TO STATE COMPTROLLER	\$	20.00
PAID TO SUPERVISOR (TOWN)	\$	11,359.64

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

- **RESOLUTION #90- ACCEPTING THE REQUEST TO INCREASE 2027 ANNUAL FUNDING FOR MERCY FLIGHT CENTRAL BY \$200.00, TOTALING \$2,000.00**

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

NAYS - 0

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September 8, 2026

➤ **RESOLUTION #91- ACCEPT THE VENDOR CHANGE OF ADDRESS FOR AMERICAN ROCK SALT CO LLC**

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

VOTE: **AYES – 5** **NAYS - 0**

RESOLVED, to accept the vendor change of address for American Rock Salt Co LLC

➤ **RESOLUTION #92- APPROVAL TO RE-APPOINT JUDY ROMEISER TO THE BOARD OF ASSESSMENT REVIEW EFFECTIVE OCTOBER 1, 2026, THROUGH SEPTEMBER 30, 2031**

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

VOTE: **AYES – 5** **NAYS - 0**

RESOLVED, approval to re-appoint Judy Romeiser to the Board of Assessment Review effective September 30, 2026, through September 30, 2031

➤ **RESOLUTION #93- ACCEPT THE RESIGNATION OF THOMAS GABRIEL FROM THE POSITION OF SOLE ASSESSOR FOR THE TOWN OF MANCHESTER EFFECTIVE AUGUST 14, 2026**

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 resignation of Thomas Gabriel from the position of Sole Assessor effective August 14, 2026

➤ **RESOLUTION #94- APPROVE THE APPOINTMENT OF HEATHER ROBSON AS SOLE ASSESSOR, PART-TIME, EFFECTIVE SEPTEMBER 9, 2026, THROUGH SEPTEMBER 30, 2031**

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

VOTE: **AYES – 5** **NAYS - 0**

RESOLVED, to approve the appointment of Heather Robson as Sole Assessor, part-time, effective September 9, 2026, through September 30, 2031

➤ **RESOLUTION #95- TO APPROVE HIRING KULLEN HILL AS A TRANSFER STATION OPERATOR, PART-TIME, EFFECTIVE SEPTEMBER 5, 2026**

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

VOTE: **AYES – 5** **NAYS - 0**

RESOLVED, to approve the hiring of Kullen Hill as a Transfer Station Operator, part-time, effective September 5, 2026

RESOLVED, to approve the purchase of a leaf blower for \$12,441.30

VOTE: AYES – 5 NAYS - 0

RESOLVED, to abolish the following Ontario County Human Resources Town of Manchester employment positions: Constable- 0026400004, 0026400005, 9000000323; School Crossing Guard- 0040100011, 0040100012, 0052000009; Clerk Part-time- 0075700051; Typist Part-time- 0017200028; Deputy Town Clerk- 0024100026, 0024100036

Department Reports:

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

- **Wedging will start on the week of the 13th.**
- **Shoulders will be worked on at the end of the month.**
- **Driveway pipes for a few properties on Turner and Smith Roads.**
- **Started servicing the trucks for the winter.**
- **Inspections are being done on trucks.**
- **New truck has been shipped to Maine for assembly and will be here by December.**
- **Kevin is working on 1A's.**
- **New sidewalk and curb are scheduled to be put in on Water Street as soon as possible next spring.**

b. TOWN CLERK, Devon Hayes, reported the following:

- The Clerk's office has been busy with Decals/Hunting Licenses and phone calls regarding the September tire recycling event.
- The first Animal Shelter donation was received. The money collected will be held by the bookkeeper and then will be given to Ontario County Humane Society.
- The Clerk's office will be closed part of the day on September 16th to allow staff to attend training.
- The town website can now be reached by the address Townofmanchesterny.gov. The old address (Manchesterny.org) will also continue to route to the website.

September 8, 2026

- The transfer station had 13 new members join in August. Two were out-of-town users.
- c. **ASSESSOR AIDE, Lon Rogers, stated the following:**
- There were twelve transfers, one split, three new address assignments since the last meeting.
 - Created an Excel file for the Port Gibson Fire Department for its fundraiser mailing.
 - Exemption notices will be sent out around the third week of September.
- d. **CODE ENFORCEMENT OFFICER, Don Bruder, detailed a report stating the following:**
- 10 Fire safety inspections in the town and villages.
 - 16 Permits were issued in the Town of Manchester.
 - \$2,396.00 collected in fees.
 - Estimated construction costs are \$1,356,192.00.
 - The Planning Board will look at Idlewood Manor expansion again on September 15th as a few modifications to the plan were made. This should go in front of the County Planning in October. There should be final approval from that board in October.
 - The Village of Manchester library project will be on agenda at the county planning review board on September 9th.
 - Wheel Works Brewery has their Certificate of Occupancy, and they'll be opening on September 15, 2026.
 - Dollar General is back open as of today.
- e. **WATER SUPERINTENDENT, Rich Vienna, reported the following:**
- All water systems are up and running.
 - The quarterly TTHM samples taken in August were at 85. Two years ago, at this time it was in the 120's.
 - Hydrant maintenance is complete.
 - The water team has been working on valves.
 - There was a large break in Farmington and our 16-inch transmission main.
 - Will be doing quarterly water meter reads for September on September 9th.
 - Plenty of UFPO's.
 - Approximately 350,000 gallons of water was flushed off Manchester Central line last month.
 - Three to four more possible services will be needed for new homes.
 - There was a leak in an old line in Port Gibson a week and a half ago.

ADDENDUM ITEMS –

BOARD MEMBER ITEMS:

- Council Member Folkins
- Council Member DeCook:

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- Council Member Doody:
 - The tractor parade will be held on November 21st. Would it be possible to either close Pioneer Road for a few hours or make it one-way traffic? The parade will end at Wheel Works Brewery. Manchester Fire Department is involved with traffic control. Supervisor Colburn said he will research and bring potential plans to the Town Board.
- Council Member Blazey:
- Supervisor Colburn:
 - Finger Lakes Water out of Penn Yan would like us to take part in a 2026 wage and salary benefits questionnaire
- PRIVILEGE OF THE FLOOR – Robert Richardson from Ontario County Housing Strategy & Development, gave a presentation on NYS Pro-Housing. The Power Point presentation will be attached to this month's Town Board meeting minutes.
- RESOLUTION #98 – MOTION TO APPROVE AUGUST 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 August 2026 vouchers.

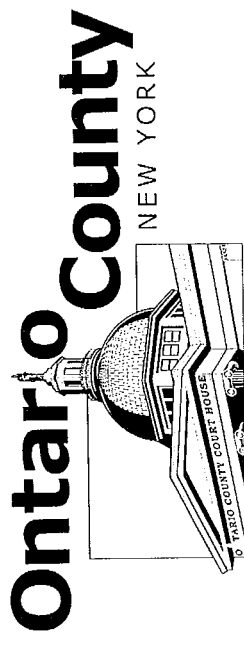
ADJOURNMENT: There was no other business before the Board at this time; Council Member Blazey moved to adjourn the meeting, 7:01 PM, seconded by Council Member Folkins, unanimously APPROVED.

Respectfully Submitted,

Devon R Hayes, Town Clerk

****Next Meetings:**

- *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.*



The Benefits of Growth in Pro-Housing Communities

Town of Manchester Board Meeting
September 8, 2026

www.ontariocountyny.gov

Agenda

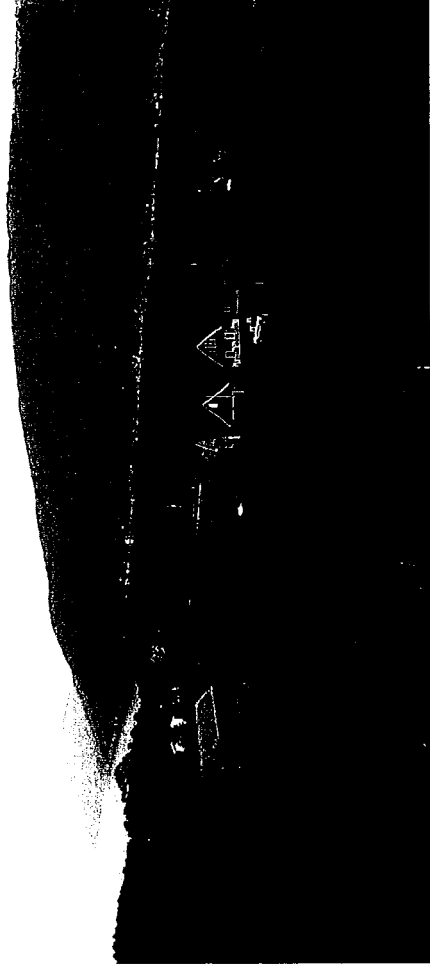
Introduction

Housing Needs Assessment

Pro-Housing Communities

County Goals & Strategies

Q & A



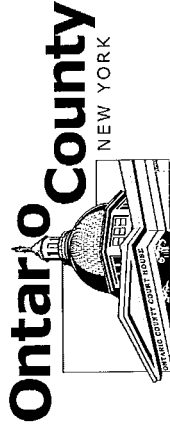
2023 Housing Needs Assessment



Ontario County is changing

- Population increased by 4.2% between 2010 and 2020, adding 4,527 residents.
- Households grew even faster (8.5%) than the population, meaning more households are competing for housing.
- Average household size is shrinking (2.40 to 2.32 people), increasing demand for additional housing units.
- Residents age 65+ now make up 20% of the population, up from 14.7% in 2010, increasing demand for accessible and downsized housing.

2023 Housing Needs Assessment



Housing Market hasn't kept pace

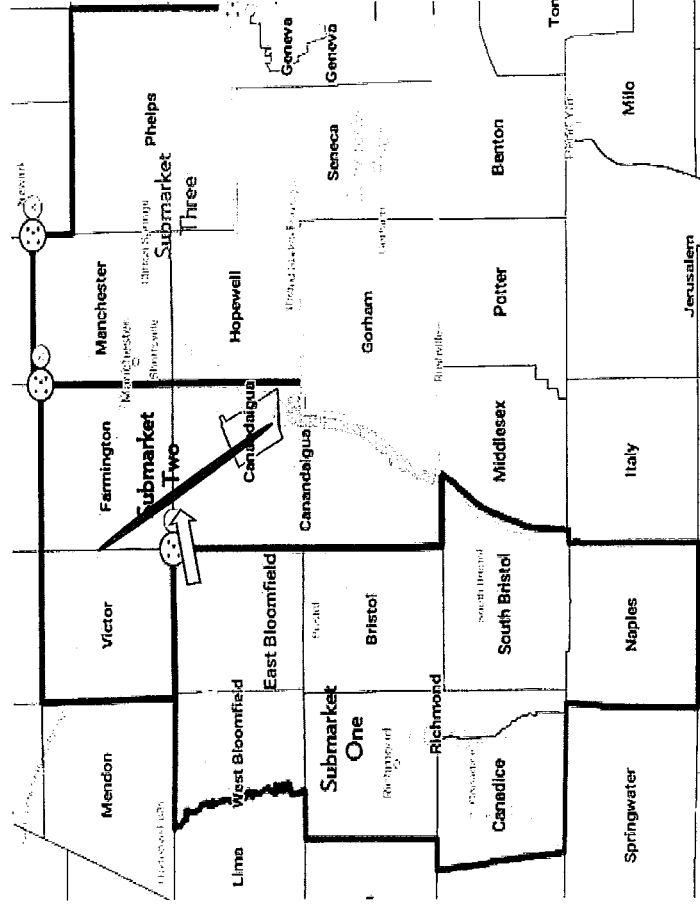
- 43.2% of renter households are housing cost-burdened, spending more than 30% of their gross income on housing.
 - Ideal is > 28%
 - 30% pre-tax = 40-45% take home
- Low vacancy rates, particularly in multi-family housing, limit housing choices
 - Healthy Rate = 7.5%
 - Ontario County = 5.4%
- Housing production has not kept pace with changing demand, contributing to rising prices and limited availability.
- Broader housing mix needed for young adults, working families, older adults.

2023 Housing Needs Assessment



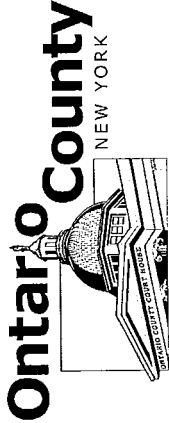
Six Key Take-Aways:

1. Uneven Growth
2. Disproportionate Housing Sizes
3. Low Vacancy in Multi-Family Housing
4. Lack of Affordability
5. Production Curtailed by Zoning
6. Demographic Shifts

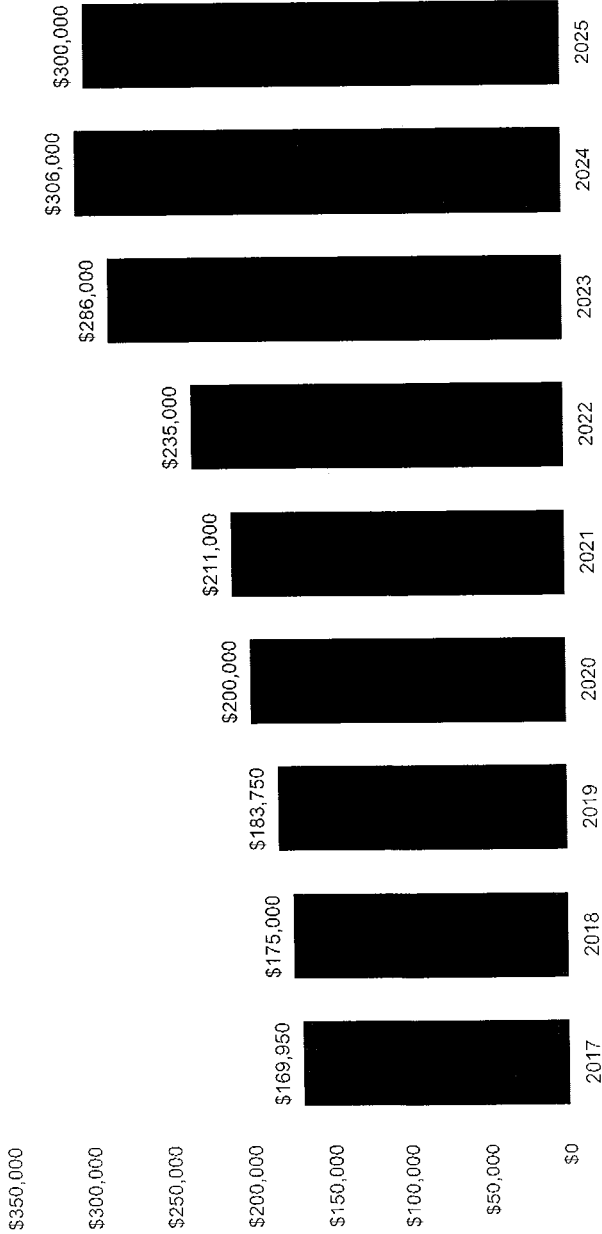




These Trends Are Continuing



Median Sale Price Single Family Home in Ontario County



Ontario County's home prices have been steadily increasing from 2017 to 2025. The 2023 Housing Study found a 38.3% increase equivalent to an annualized rate of 6.7%. The 2025 update found a 43.35% increase from 2017 to 2025 (Down from 44.5% at the end of 2024), an annualized rate of +7.36%. (Down from 8.76% at the end of 2024)

We Are Not Alone

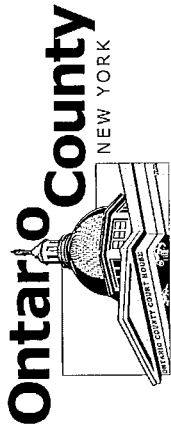


- Structural Gaps Exist Statewide

- Economic: Construction costs, interest rates, and labor shortages have reduced housing production.
- Regulatory: Local approval processes and zoning can make it difficult to build the housing communities need.
- Demographic: Aging populations, smaller households, and changing housing preferences have increased demand for a wider range of housing options.

- July, 2023: **Executive Order 30** establishes the Pro-Housing Communities Program to recognize and reward municipalities taking active steps to alleviate the housing shortage

What's a Pro-Housing Community?



A Pro-Housing Community is a municipality recognized by New York State for taking meaningful steps to address local housing needs while maintaining local decision-making authority.

- **Communities can choose strategies such as:**

- Planning for housing that matches changing community needs.
- Encouraging a wider variety of housing choices.
- Removing unnecessary barriers to appropriate residential development.
- Positioning the community for future infrastructure and housing investment.

Pro-Housing Communities- NYS



Pro-Housing Communities



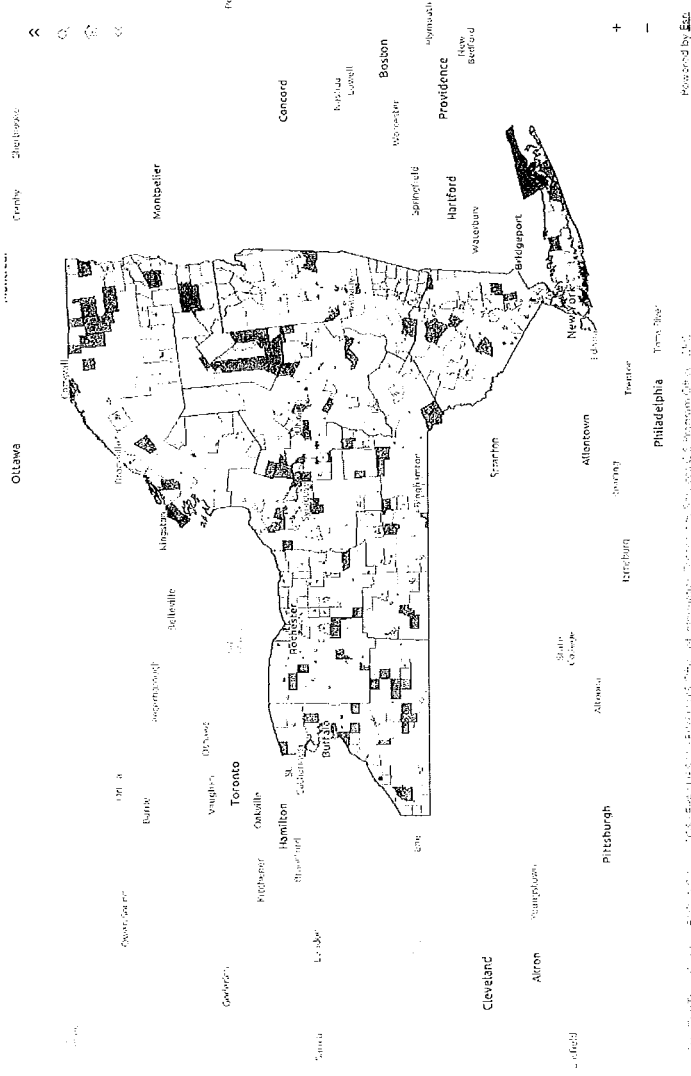
Submitted Letters of Intent and PHC-certified Municipalities

597

Submitted Letters of Intent

452

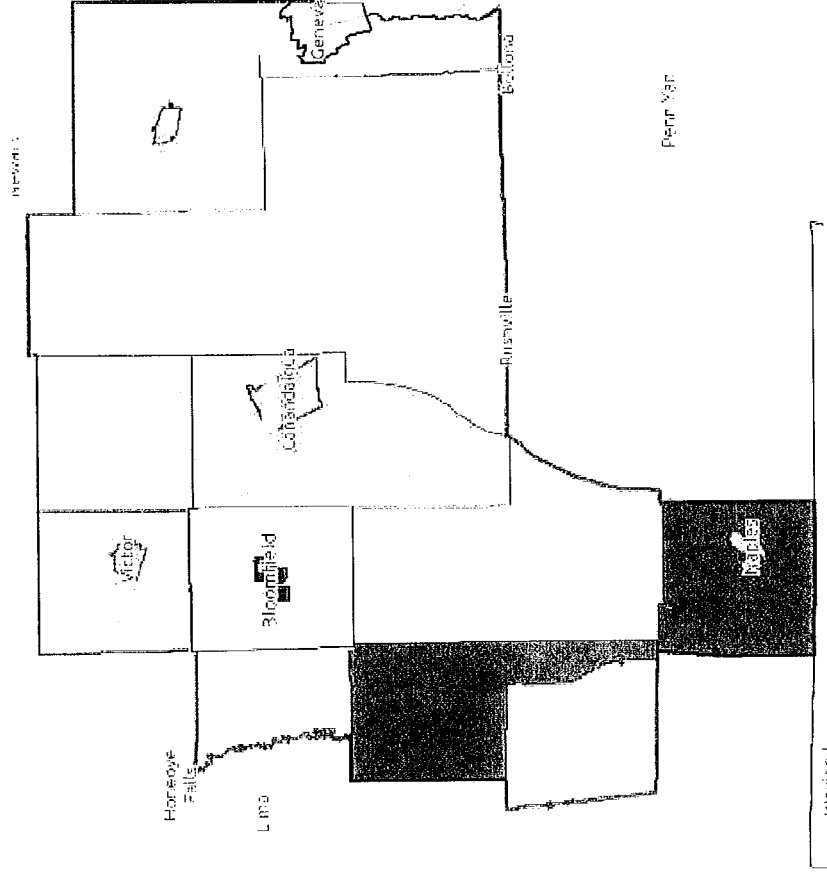
Certified



Our Pro-Housing Communities



- Village of Bloomfield (In Process)
- City of Canandaigua
- Town of Canandaigua
- Town of East Bloomfield
- Town of Farmington
- City of Geneva
- Town of Geneva
- Town of Naples (In Process)
- Village of Naples
- Town of Phelps
- Village of Phelps
- Town of Richmond (In Process)
- Town of Victor
- Village of Victor



Benefits to Certification

- Pre-Requisite for many NYS grant programs
- Requires Community Engagement
- Demonstrates a community is planning for future growth
- Supports infrastructure, housing, and downtown investment
- Local control remains unchanged

Growth Requires Community Choices



Community Engagement

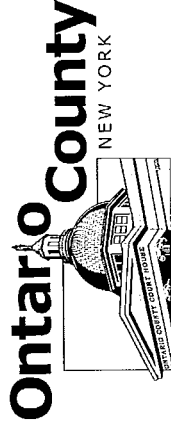
Property values
School impacts
New neighbors

Planning & Zoning
Utility Infrastructure
Transportation
Comp Plan & Zoning Alignment

Community Character
Neighborhood feel
Rural identity
Open space

Every community decides where, how, and how much it wants to grow.

Impact on Community



- Without stronger tax bases & school district enrollment, there will be fewer residents to cover the rising cost of services

	ENROLLMENT						ENROLLMENT					CHANGE (2009-2025)		CHANGE (2019-2025)		CHANGE (1979-2025)	
	1979	1989	1999	2009	2019	2022	2022	2023	2024	2025	#	%	#	%	#	%	
ONTARIO	19,221	16,432	18,304	17,654	15,855	15,182	15,039	14,854	14,615		-3,039	-17.2%	-1,240	-7.8%	-4,606	-24.0%	
HONEOYE	1,101	1,023	1,156	848	568	538	556	552	546		-302	-35.6%	-22	-3.9%	-555	-50.4%	
EAST BLOOMFIELD	1,471	1,206	1,195	1,086	883	791	789	755	737		-349	-32.1%	-146	-16.5%	-734	-49.9%	
MARCUS WHITMAN	1,980	1,576	1,815	1,444	1,185	1,108	1,101	1,061	1,039		-405	-28.0%	-146	-12.3%	-941	-47.5%	
RED JACKET	1,325	1,046	1,025	911	819	750	709	728	715		-196	-21.5%	-104	-12.7%	-610	-46.0%	
MIDLAKES	2,501	1,940	2,204	1,862	1,585	1,523	1,553	1,513	1,497		-365	-19.6%	-88	-5.6%	-1,004	-40.1%	
NAPLES	1,013	945	987	862	668	624	602	579	574		-288	-33.4%	-94	-14.1%	-439	-43.3%	
GENEVA	2,943	2,244	2,568	2,372	2,248	2,167	2,112	2,082	2,038		-334	-14.1%	-210	-9.3%	-905	-30.8%	
CANANDAIGUA	3,876	3,758	4,215	4,076	3,470	3,364	3,312	3,259	3,195		-881	-21.6%	-275	-7.9%	-681	-17.6%	
VICTOR	3,011	2,694	3,139	4,193	4,429	4,317	4,305	4,325	4,274		81	1.9%	-155	-3.5%	1,263	41.9%	
TOTAL																	

- Stronger Tax Base + Enrollment = Long Term Stability

“Communities that plan for growth thoughtfully are better positioned to preserve what they value.”

Why This Matters

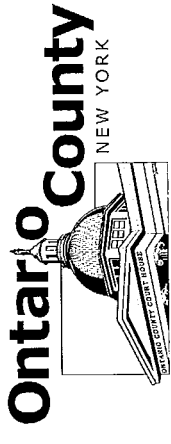
- The ALICE calculation was developed by the **United Way**
 - ALICE = Asset Limited, Income Constrained, Employed
- Identifies households earning above the federal poverty level but still cannot afford basic cost of living in their community.
 - Income isn't enough to cover essentials like housing, childcare, food, healthcare, transportation, technology, and taxes
 - Uses **Household Survival Budgeting**- does not include savings, retirement, or discretionary spending
- 23% of Ontario County households (10,712 households) are ALICE.
 - An additional 7% of households live below the federal poverty level.

Nearly one in three households in Ontario County (30%) struggle to afford basic household necessities despite many being employed.



County Goals & Strategies

County Goals & Strategies



Goal #1: Diversify housing choices to accommodate all life stages & household needs in the county.

- Strategies:
 - Create dedicated housing position to support County Housing Development ✓
 - Foster community support for a diversified housing stock that includes non-single-family detached homes and more affordable housing options.
 - Retain and create new income-restricted rental housing for low-income and vulnerable households.
 - Reduce barriers to entry for first-time home buyers to build wealth through home ownership.
 - Increase the supply of workforce housing and residential products.
 - Expand housing options for the growing senior population.

County Goals & Strategies



Goal #2: Facilitate expansion of housing development in suitable county areas to stimulate growth.

Strategies:

- Evaluate existing land use and housing policies.
- Streamline the County's housing delivery and supportive services.
- Ensure that residential growth occurs sustainably and equitably so that all residents can benefit.

Goal #3: Stabilize the county's aging housing stock.

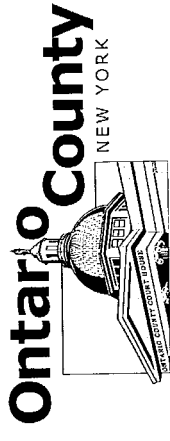
Strategies:

- Minimize the negative impacts of vacant and/or dilapidated housing units.
- Support home renovation activities for older housing stock



Questions?

Thank you!



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