



# VILLAGE OF COLONIE

**VILLAGE HALL**  
2 THUNDER ROAD  
COLONIE, NY 12205  
(518) 869-7562 FAX (518) 464-0389  
**JAMES M. RUBINO**  
MAYOR

[villagehall@colonievillage.org](mailto:villagehall@colonievillage.org)  
[www.colonievillage.org](http://www.colonievillage.org)

**FRANK A. PREVRATIL**  
DEPUTY MAYOR

**PATTY SCHWARZ LOCKART**  
TRUSTEE  
**JASON M. DEPAULO**  
TRUSTEE  
**MARK STEVENS**  
TRUSTEE

**JAMIE L. BLOT**  
VILLAGE CLERK

**NOTE: THERE IS A PUBLIC HEARING TAKING PLACE PRIOR TO THE  
REGULAR BOARD MEETING WHICH WILL BEGIN AT 6:30 P.M. FOR**

- 1) RESOLUTION 2025-77 "AUTHORIZE TO EXPEND FUNDS OUT OF  
THE EMPLOYEE BENEFIT CAPITAL RESERVE"**
- 2) RESOLUTION 2025-78 "AUTHORIZE TO EXPEND FUNDS OUT OF  
THE VILLAGE HALL AND RECREATION CENTER CAPITAL  
RESERVE"**
- 3) RESOLUTION 2025-79 "AUTHORIZE TO EXPEND FUNDS OUT OF  
THE CAPITAL RESERVE WATER REPAIR AND REPLACEMENT  
FUND"**

**MEETING OF THE MAYOR AND BOARD OF TRUSTEES  
AGENDA  
MONDAY, DECEMBER 1, 2025  
6:30 P.M.**

6:30 P.M. Mayor opens the meeting – pledge of allegiance – Exit signs noted

## ROLL CALL

Mayor Rubino  
Deputy Mayor Prevratil  
Trustee Lockart  
Trustee DePaulo  
Trustee Stevens

## MINUTES

1. Regular meeting minutes 11/17/2025

## NEW BUSINESS

1. Vote on Resolution 2025-77 "Authorize to expend funds out of the employee benefit capital reserve"
2. Vote on Resolution 2025-78 "Authorize to expend funds out of the Village Hall and Recreation Center capital reserve"
3. Vote on Resolution 2025-79 "Authorize to expend funds out of the capital reserve water repair and replacement fund"
4. Vote on Resolution 2025-80 "South Colonie School District December 2025 sewer adjustment"
5. Vote on Resolution 2025-81 "Appointment of Deputy Clerk/Treasurer"



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## MINUTES MINUTES OF THE MAYOR AND BOARD OF TRUSTEES MONDAY, NOVEMBER 17, 2025 6:30 P.M.

The meeting of the Mayor and Board of Trustees was held on Monday, November 17, 2025, at 2 Thunder Road, Albany, NY 12205. Mayor Rubino opened the meeting at 6:30 P.M. with the Pledge of Allegiance.

Roll Call:	Mayor Rubino	Present
	Deputy Mayor Prevratil	Present
	Trustee Lockart	Present
	Trustee DePaulo	Present
	Trustee Stevens	Present
	Clerk Blot	Present

Minutes of the public hearing held on November 3, 2025, regarding Resolution 2025-74, were reviewed by the present members of the board.

A motion was made by Trustee Stevens to approve the minutes, as presented.

The motion was seconded by Deputy Mayor Prevratil.

Vote: Unanimous to approve.

Motion passed.

Minutes of the regular meeting held on November 3, 2025, were reviewed by the present members of the board.

A motion was made by Trustee Stevens to approve the minutes, as presented.

The motion was seconded by Deputy Mayor Prevratil.

Vote: Unanimous to approve.

Motion passed.

Clerk Blot requested a vote on Resolution 2025-76 "Employee Handbook addition of Employee Performance Evaluations".

Mayor Rubino explained that we will begin doing performance evaluations on all full-time and regularly scheduled part-time employees beginning this month.

Trustee Stevens made a motion to approve Resolution 2025-76, as presented.

The motion was seconded by Deputy Mayor Prevratil.



Vote: Unanimous to approve.  
Motion passed.

Clerk Blot requested authorization to advertise for a public hearing to be held on Monday, December 1, 2025, at 6:30 p.m. for Resolution 2025-77 "Authorize to expend funds out of the employee benefit capital reserve", amount not to exceed \$62,000. Clerk Blot explained that we budgeted a specific amount to cover the NYS retirement invoice, and Mayor Rubino added that this budgeted amount was made in February-April 2025, as an educated guess and this year we were slightly under. Clerk Blot stated that we established a capital reserve account several years ago for instances such as this. Deputy Mayor Prevratil authorized the Clerk to advertise, as presented. The motion was seconded by Trustee DePaulo.

Vote: Unanimous to approve.  
Motion passed.

Clerk Blot requested authorization to advertise for a public hearing to be held on Monday, December 1, 2025, at 6:30 p.m. for Resolution 2025-78 "Authorize to expend funds out of the Village Hall and Recreation Center capital reserve", amount not to exceed \$60,000. Mayor Rubino explained this is for fire alarm upgrades for the recreation center, DPW and Village Hall. Trustee Stevens authorized the Clerk to advertise, as presented. The motion was seconded by Deputy Mayor Prevratil.

Vote: Unanimous to approve.  
Motion passed.

Clerk Blot requested authorization to advertise for a public hearing to be held on Monday, December 1, 2025, at 6:30 p.m. for Resolution 2025-79 "Authorize to expend funds out of the capital reserve water repair and replacement fund", amount not to exceed \$27,000, for upgrades to the radio read meter system. Clerk Blot explained that this expense is for the final tower placement for the radio read system. Adding that we have 33 meters left to replace. This tower will allow for almost all the water meters in the Village to be read electronically. Deputy Mayor Prevratil authorized the Clerk to advertise, as presented. The motion was seconded by Trustee DePaulo.

Vote: Unanimous to approve.  
Motion passed.

Deputy Mayor Prevratil thanked the DPW for their hard work on the watermain break on Holland Avenue, over the weekend.

Trustee DePaulo agreed and also thanked them for their work with the bad weather lately. He also mentioned the work that the code enforcement department has been doing with

property improvements in the Village. He mentioned it was a great show of the Village coming together.

Mayor Rubino stated that the watermain break was handled very well, especially in such a tough spot at Central Avenue. He said the crew did a great job. He also commended the DPW on the leaf/brush pick up, adding they are doing a great job with that, and is glad we can still provide that service, while other surrounding areas charge for things like that. Mayor Rubino mentioned that we are doing a "1<sup>st</sup> Annual lights and display contest" in the Village, which is a holiday decorating contest. We will be using the four (4) plowing districts and picking a winner from each district. Each winner will be invited to attend the board meeting on December 15<sup>th</sup> to receive a prize. We have a committee of people who will be judging the contest.

Reports Submitted:

Senior center expenditure vs. revenue report 11/3/2025-11/14/2025

Abstract #12

General: \$35,552.84

Water: \$6,106.78

Sewer: \$7,478.14

**Total: \$49,137.76**

Trustee Stevens made a motion to adjourn the meeting.  
This motion was seconded by Trustee DePaulo.

Vote: Unanimous to approve.  
Motion passed.

Meeting adjourned at 6:39 p.m.  
Respectfully submitted,

Jamie L. Blot  
Village Clerk

**RESOLUTION 2025-77**  
**“AUTHORIZE TO EXPEND FUNDS OUT OF THE EMPLOYEE BENEFIT CAPITAL  
RESERVE TO COVER THE INCREASE OF THE EXPENSE OF THE NYS  
RETIREMENT INVOICE FOR THE 2025-YEAR”**

**WHEREAS**, the Village of Colonie has established Capital Reserve Funds, pursuant to Section 6-c of the General Municipal Law, at Pioneer Bank; and

**WHEREAS**, the Village of Colonie wishes to expend funds from employee benefit capital reserve fund to cover the increase of the expense of the NYS retirement invoice for the 2025-year; and

**NOW THEREFORE, BE IT RESOLVED**, that the Mayor and Board of Trustees authorizes the expense out of said fund, as stated above, in an amount not to exceed \$62,000.

**BY ORDER OF THE BOARD OF TRUSTEES:**

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Jamie L. Blot

Village Clerk

**DATED** this 1<sup>st</sup> day of December, 2025.

**RESOLUTION 2025-78**  
**AUTHORIZE TO EXPEND FUNDS OUT OF THE VILLAGE HALL AND**  
**RECREATION CENTER CAPITAL RESERVE FOR FIRE ALARM UPGRADES”**

**WHEREAS**, the Village of Colonie has established Capital Reserve Funds, pursuant to Section 6-c of the General Municipal Law, at Pioneer Bank; and

**WHEREAS**, the Village of Colonie wishes to expend funds from the Village Hall and Recreation Center capital reserve, 1/2 each, for upgrading the fire alarm system at the Village Hall, Recreation Center and Department of Public Works; and

**NOW THEREFORE, BE IT RESOLVED**, that the Mayor and Board of Trustees authorize expenses, as stated above, in an amount not to exceed \$60,000.

**BY ORDER OF THE BOARD OF TRUSTEES:**

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Jamie L. Blot

Village Clerk

**DATED** this 1<sup>st</sup> day of December, 2025.

**RESOLUTION 2025-79**  
**“AUTHORIZE TO EXPEND FUNDS OUT OF THE CAPITAL RESERVE WATER**  
**REPAIR AND REPLACEMENT FUND”**

**WHEREAS**, the Village of Colonie has established Capital Reserve Funds, pursuant to Section 6-c of the General Municipal Law, at Pioneer Bank; and

**WHEREAS**, the Village of Colonie wishes to expend funds from the capital reserve water repair and replacement fund for upgrades and improvements to the water radio read meter system,

**NOW THEREFORE, BE IT RESOLVED**, that the Mayor and Board of Trustees authorize expenses, as stated above, in an amount not to exceed \$27,000.

**BY ORDER OF THE BOARD OF TRUSTEES:**

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Jamie L. Blot

Village Clerk

**DATED** this 1<sup>st</sup> day of December, 2025.



**RESOLUTION 2025-80**

**“SOUTH COLONIE SCHOOL DISTRICT  
DECEMBER 2025 SEWER ADJUSTMENT”**

**WHEREAS**, the South Colonie School District had an issue with water meters located at Saddlewood school and Forest Park school located in the Village of Colonie; and

**WHEREAS**, since commercial sewer usage is based on the prior water usage consumption, the December 2025 sewer invoice for Saddlewood school and Forest Park school was based on the October 2025 water invoices; and

**WHEREAS**, these invoices were unpaid until investigation could take place between the Village of Colonie water department and the South Colonie School district,

**THEREFORE BE IT RESOLVED**, that the Mayor and Board of Trustees authorizes an adjustment for the December 2025 sewer bills, removing the current charge from the December 2025 sewer charges totaling \$1,580.80 for Forest Park school and \$1,137.12 for Saddlewood school.

**BY ORDER OF THE BOARD OF TRUSTEES:**

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Jamie L. Blot  
Village Clerk

**DATED** this 1<sup>st</sup> day of December 2025.



**RESOLUTION 2025-81**

**APPOINTMENT OF DEPUTY CLERK/TREASURER**

**WHEREAS**, there is currently a vacancy in the role of Deputy Treasurer, and the Village wishes to combine the title of Deputy Clerk and Deputy Treasurer to fill this vacancy; and

**WHEREAS**, authority is granted to the Village of Colonie Mayor under Section 3-301(3) of the Village Law, subject to board of trustees approval, to make the following appointment:

Deputy Clerk/Treasurer

Hannah Curran

**NOW THEREFORE BE IT RESOLVED**, that the Mayor make said appointment and the Board of Trustees approve said appointment, effective immediately.

**BY ORDER OF THE BOARD OF TRUSTEES:**

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Jamie L. Blot

Village Clerk

**DATED** this 1st day of December 2025.