



# 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)

**PATTY SCHWARZ LOCKART**  
DEPUTY MAYOR

**FRANK A. PREVRATIL**  
TRUSTEE

**JASON M. DEPAULO**  
TRUSTEE

**MARK P. STEVENS**  
TRUSTEE

**JAMIE L. BLOT**  
VILLAGE CLERK

ANNUAL MEETING  
MONDAY, APRIL 1, 2024  
5:00 P.M.

Mayor Tobin called the meeting to order at 5:00 p.m., with the Pledge of Allegiance. Mayor Tobin pointed out the emergency exits.

ROLL CALL: Mayor Tobin  
Deputy Mayor Sim  
Trustee Lockart  
Trustee Rubino  
Trustee Prevratil  
Clerk Blot

Clerk Blot announced that Judge Sommers will now swear in the newly elected officials.

Judge Sommers swore in the following elected officials:

Mayor James M. Rubino 4-year-term  
Trustee Frank A. Prevratil 4-year-term  
Trustee Jason M. DePaulo 4-year-term

Mayor James M. Rubino announced that he is appointing Mark Stevens to fill the vacant position of Trustee on the Board.

Judge Sommers swore in Mark Stevens to the position of Trustee.

Mayor Rubino said a few words expressing his thanks to all those for their support during his campaign and addressed his plans as Mayor for his term.

Clerk Blot read aloud Resolution 2024-01 entitled, Annual Appointments for Appointed Officers.

A motion was made by Trustee Prevratil to approve Resolution 2024-01, Annual Appointments for Appointed Officers.

Motion seconded by Deputy Mayor Lockart.

VOTE:	Trustee Prevratil	Yes
	Trustee DePaulo	Yes
	Trustee Stevens	Yes
	Deputy Mayor Lockart	Yes
	Mayor Rubino	Yes

Clerk Blot read aloud Resolution 2024-02 entitled, Commission and Liaison Appointments.

A motion was made by Deputy Mayor Lockart to approve Resolution 2024-02, Commission and Liaison Appointments.

Motion seconded by Trustee Stevens.

VOTE:	Trustee Prevratil	Yes
	Trustee DePaulo	Yes
	Trustee Stevens	Yes
	Deputy Mayor Lockart	Yes
	Mayor Rubino	Yes

*NOTE: Appointed Liaisons will be responsible for reporting to the Mayor regarding any meetings or updates.*

Clerk Blot read aloud Resolution 2024-03 entitled, Designation of Depositories.

A motion was made by Deputy Mayor Lockart to approve Resolution 2024-03 Designation of Depositories, for the 2024-2025 year.

Motion seconded by Trustee Prevratil.

VOTE:	Trustee Prevratil	Yes
	Trustee DePaulo	Yes
	Trustee Stevens	Yes
	Deputy Mayor Lockart	Yes
	Mayor Rubino	Yes

Clerk Blot read aloud Resolution 2024-04 entitled, Standard Work Day.

A motion was made by Deputy Mayor Lockart to approve Resolution 2024-04 Standard Work Day, for the 2024-2025 year.

Motion seconded by Trustee Stevens.

VOTE:	Trustee Prevratil	Yes
	Trustee DePaulo	Yes
	Trustee Stevens	Yes
	Deputy Mayor Lockart	Yes
	Mayor Rubino	Yes

Clerk Blot read aloud Resolution 2024-05 entitled, Investment Policy.

A motion was made by Deputy Mayor Lockart to approve Resolution 2024-05 Investment Policy, for the 2024-2025 year.

Motion seconded by Trustee Prevratil.

VOTE:	Trustee Prevratil	Yes
	Trustee DePaulo	Yes
	Trustee Stevens	Yes
	Deputy Mayor Lockart	Yes
	Mayor Rubino	Yes

Clerk Blot read aloud Resolution 2024-06 entitled, Advance Approval of Claims.  
A motion was made by Deputy Mayor Lockart to approve Resolution 2024-06 Advance Approval of Claims, for the 2024-2025 year.  
Motion seconded by Trustee DePaulo.

VOTE:	Trustee Prevratil	Yes
	Trustee DePaulo	Yes
	Trustee Stevens	Yes
	Deputy Mayor Lockart	Yes
	Mayor Rubino	Yes

Clerk Blot read aloud Resolution 2024-07 entitled, Mileage Allowance.  
A motion was made by Deputy Mayor Lockart to approve Resolution 2024-07 Mileage Allowance, for the 2024-2025 year.  
Motion seconded by Trustee Prevratil.

VOTE:	Trustee Prevratil	Yes
	Trustee DePaulo	Yes
	Trustee Stevens	Yes
	Deputy Mayor Lockart	Yes
	Mayor Rubino	Yes

Clerk Blot read aloud Resolution 2024-08 entitled, Attendance at Schools and Conferences.  
A motion was made by Deputy Mayor Lockart to approve Resolution 2024-08 Attendance at Schools and Conferences, for the 2024-2025 year.  
Motion seconded by Trustee Prevratil.

VOTE:	Trustee Prevratil	Yes
	Trustee DePaulo	Yes
	Trustee Stevens	Yes
	Deputy Mayor Lockart	Yes
	Mayor Rubino	Yes

Clerk Blot read aloud Resolution 2024-09 entitled, Designation of official newspaper for the publication of local laws, notices and other public matters.  
A motion was made by Deputy Mayor Lockart to approve Resolution 2024-09 Designation of official newspaper for the publication of local laws, notices and other public matters, for the 2024-2025 year.  
Motion seconded by Trustee Prevratil.

VOTE:	Trustee Prevratil	Yes
	Trustee DePaulo	Yes
	Trustee Stevens	Yes
	Deputy Mayor Lockart	Yes
	Mayor Rubino	Yes

Clerk Blot read aloud Resolution 2024-10 entitled, Designation of Posting Places for Legal Advertisements.

A motion was made by Deputy Mayor Lockart to approve Resolution 2024-10 Designation of Posting Places for Legal Advertisements.

Motion seconded by Trustee Stevens.

VOTE:	Trustee Prevratil	Yes
	Trustee DePaulo	Yes
	Trustee Stevens	Yes
	Deputy Mayor Lockart	Yes
	Mayor Rubino	Yes

Clerk Blot read aloud Resolution 2024-11 entitled, Procurement Policy.

A motion was made by Deputy Mayor Lockart to approve Resolution 2024-11 Procurement Policy.

Motion seconded by Trustee Prevratil.

VOTE:	Trustee Prevratil	Yes
	Trustee DePaulo	Yes
	Trustee Stevens	Yes
	Deputy Mayor Lockart	Yes
	Mayor Rubino	Yes

Clerk Blot read aloud Resolution 2024-12 entitled, Establishment of Village of Colonie Meeting Dates and Times.

A motion was made by Deputy Mayor Lockart to approve Resolution 2024-12 Establishment of Village of Colonie Meeting Dates and Times.

Motion seconded by Trustee Prevratil.

VOTE:	Trustee Prevratil	Yes
	Trustee DePaulo	Yes
	Trustee Stevens	Yes
	Deputy Mayor Lockart	Yes
	Mayor Rubino	Yes

Clerk Blot read aloud Resolution 2024-13 entitled, Employee Handbook.

A motion was made by Deputy Mayor Lockart to approve Resolution 2024-13 Employee Handbook.

Motion seconded by Trustee Prevratil.

VOTE:	Trustee Prevratil	Yes
	Trustee DePaulo	Yes
	Trustee Stevens	Yes
	Deputy Mayor Lockart	Yes
	Mayor Rubino	Yes

Clerk Blot read aloud Resolution 2024-14 entitled, Hourly Rates for Hired Trucks.  
A motion was made by Deputy Mayor Lockart to approve Resolution 2024-14 Hourly Rates for Hired Trucks.

Motion seconded by Trustee Prevratil.

VOTE:	Trustee Prevratil	Yes
	Trustee DePaulo	Yes
	Trustee Stevens	Yes
	Deputy Mayor Lockart	Yes
	Mayor Rubino	Yes

Clerk Blot read aloud Resolution 2024-15 entitled, Naming of Official Holidays.  
A motion was made by Deputy Mayor Lockart to approve Resolution 2024-15 Naming of Official Holidays.

Motion seconded by Trustee Prevratil.

VOTE:	Trustee Prevratil	Yes
	Trustee DePaulo	Yes
	Trustee Stevens	Yes
	Deputy Mayor Lockart	Yes
	Mayor Rubino	Yes

Clerk Blot read aloud Resolution 2024-16 entitled, Floating Holidays for Full-Time Recreation Personnel.

A motion was made by Deputy Mayor Lockart to approve Resolution 2024-16 Floating Holidays for Full-Time Recreation Personnel.

Motion seconded by Trustee Prevratil.

VOTE:	Trustee Prevratil	Yes
	Trustee DePaulo	Yes
	Trustee Stevens	Yes
	Deputy Mayor Lockart	Yes
	Mayor Rubino	Yes

Clerk Blot read aloud Resolution 2024-17 entitled, Floating Holidays for Full-Time DPW Personnel.

A motion was made by Deputy Mayor Lockart to approve Resolution 2024-17 Floating Holidays for Full-Time DPW Personnel.

Motion seconded by Trustee Prevratil.

VOTE:	Trustee Prevratil	Yes
	Trustee DePaulo	Yes
	Trustee Stevens	Yes
	Deputy Mayor Lockart	Yes
	Mayor Rubino	Yes

Clerk Blot announced the date of the next annual meeting will be Monday, April 7, 2025.

A motion was made by Deputy Mayor Lockart to adjourn the meeting.  
Motion was seconded by Trustee Prevratil.

VOTE:	Trustee Prevratil	Yes
	Trustee DePaulo	Yes
	Trustee Stevens	Yes
	Deputy Mayor Lockart	Yes
	Mayor Rubino	Yes

Meeting adjourned at 5:19 p.m.

Respectfully submitted:

Jamie L. Blot  
Village Clerk