



# 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 2025-106 "AUTHORIZE TO EXPEND FUNDS OUT OF THE VILLAGE HALL CAPITAL RESERVE FOR THE PURCHASE OF A DIGITAL SIGN**

**MEETING OF THE MAYOR AND BOARD OF TRUSTEES**  
**AGENDA**  
**MONDAY, MARCH 16, 2026**  
**6:30 P.M.**

6:30 p.m. Mayor opens the meeting – pledge of allegiance – Exit signs noted

#### ROLL CALL

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Mayor Rubino  
Deputy Mayor Prevratil  
Trustee Lockart  
Trustee DePaulo  
Trustee Stevens

#### MINUTES

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1. Public hearing minutes 3/2/2026 – Local Law #1 of 2026
2. Regular meeting minutes 3/2/2026

#### NEW BUSINESS

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1. Vote on Resolution 2025-106 "Authorize to expend funds out of the village hall capital reserve for the purchase of a digital sign"
2. Vote on Resolution 2025-108 "Village Election – Inspector Residency Resolution"
3. Vote on Resolution 2025-109 "Removal of late fee – 57 Nicholas Drive"



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**MINUTES**  
**PUBLIC HEARING FOR LOCAL LAW #1 OF 2026**  
**“AMENDMENTS TO THE VILLAGE OF COLONIE CODE”**  
**MONDAY, MARCH 2, 2026**  
**6:30 P.M.**

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

A motion was made by Deputy Mayor Prevratil to open the public hearing.  
The motion was seconded by Trustee Stevens.

Vote:	Deputy Mayor Prevratil	Yes
	Trustee Lockart	Yes
	Trustee Stevens	Yes
	Mayor Rubino	Yes

Motion passed.

Public hearing opened at 6:30 p.m.

The Clerk read aloud the public hearing notice as it appeared in the newspaper.

Clerk Blot explained that this proposed local law is to remove section 79-39 Abandoned/vacant building registration fee schedule, from the code, stating that this fee schedule was updated and added to the Village of Colonie fee schedule at the last board meeting with an effective date of March 2, 2026, as to not have it exist in two places. If approved, it will be removed from the code and exist only in the Village of Colonie fee schedule going forward. Clerk Blot also explained that there the Village is also seeking to add section 79-16 fees and section 243-3 registration process, these amendments would give the Village the authority to add unpaid building department fees, such as fire inspection fees and ROP (rental of real property) fees to the Village Tax bills as a levy, in the event of non-payment. This is similar to the manner in which unpaid property maintenance invoices, unpaid vacant property invoices and unpaid utility bills are levied.

There were no further questions or comments from the board or public.

Trustee Stevens made a motion to close the public hearing.  
Motion seconded by Trustee Lockart.

Vote:	Deputy Mayor Prevratil	Yes
	Trustee Lockart	Yes
	Trustee Stevens	Yes
	Mayor Rubino	Yes

Motion passed.

Meeting adjourned at 6:33 p.m.  
Respectfully submitted,

Jamie L. Blot  
Village Clerk



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**JAMIE L. BLOT**  
VILLAGE CLERK

## MINUTES MINUTES OF THE MAYOR AND BOARD OF TRUSTEES MONDAY, MARCH 2, 2026 6:30 P.M.

The meeting of the Mayor and Board of Trustees was held on Monday, March 2, 2026, at 2 Thunder Road, Albany, NY 12205. Mayor Rubino opened the meeting at 6:34 p.m. with the Pledge of Allegiance.

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

Minutes of the public hearing held on February 17, 2026, regarding Resolution 2025-92, were reviewed by the present members of the board.

A motion was made by Trustee Lockart 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 February 17, 2026, 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 Trustee Lockart.

Vote: Unanimous to approve.

Motion passed.

Clerk Blot requested a vote on Local Law #1 of 2026 "Amendments to the Village of Colonie Code".

Clerk Blot explained that this local law is to remove section 79-39 abandoned/vacant building registration fee schedule from the code, and to add section 79-16 fees and section 243-3 registration process, these amendments give the Village the authority to add unpaid building department fees, such as fire inspection fees and ROP (rental of real property) fees to the Village tax bills as a levy, in the event of non-payment.

Trustee Stevens made a motion to approve Local Law #1 of 2026, as presented. The motion was seconded by Deputy Mayor Prevratil.

Vote: Unanimous to approve.

Motion passed.

Clerk Blot requested a vote on Resolution 2025-103 “Adopt changes to the Village of Colonie fee schedule”.

Resident Ellen Collins stated she was surprised to see the fee schedule on the agenda again, since there were amendments just made to the fee schedule at the last meeting, and asked what the changes were that were noted on the schedule.

Clerk Blot stated that “tenant change permit fee, if no construction” under section 2A, was an oversight from last time, it was changed in one area but forgotten in this area. Ms. Collins asked about the administration fees that were added under water and sewer, to which Clerk Blot said based on the size of the water meter, there will be an administrative billing charge according to each billing cycle, water and sewer. The fee for a ¾” meter is \$10 and 1” or more is \$30. Ms. Collins asked why the Village was considering adding this fee, to which Clerk Blot said in looking at the municipalities around is, several municipalities have had administrative costs for years, and we have never added such a cost, but with the rise of all related costs, we felt it was time to do so. Clerk Blot also added that these administrative fees are the same amounts as the Town of Colonie charges for their administrative costs. Ms. Collins stated that being a single-income household her concern is the rising cost of the sewer and water bills and now adding this additional rate. Clerk Blot stated that those are factors considered when there is a rate increase and added that previously the water bill minimum usage was 25,000 gallons, when we increased the rate a few years ago, we lowered that usage rate to 22,000, then when it was increased a second time we again lowered the minimum to 20,000 gallons, which is the current minimum usage, to balance out the increase for our single-income households, and we also consider our population of seniors who live on a fixed income. Clerk Blot added that the board does a good job of considering those things when having to increase fees, which no one likes to do, but also noted that the Village taxes have not been changed for many years, and the last time there was a change it was a decrease. Mayor Rubino added that he does not want to raise taxes, but the cost of everything continues to increase and to be able to maintain our expenses, we need to consider these options and act accordingly. Mayor Rubino asked the Clerk what the minimum charge was that the residents paid to the Town of Colonie for water, to which the Clerk didn’t have the figure readily available, but added that it isn’t the only amount paid, there are other fees associated with the cost. Mayor Rubino added that is what he was indicating, such as the operation and maintenance fee and the advalorem fee, that we too have to pay to Latham Water District, and added that these are all things brought into consideration when raising a rate or adding a fee such as this. Ms. Collins thanked the Mayor and Clerk for the explanation, and asked if notice would be made to the residents of this new charge, she added that when the increases happened last time there was an explanation in with the following bill, she thought that maybe advanced notice of the change might be nice, to which the Clerk said that the next billing cycle was approaching

in April for water, so to send something out ahead of the billing cycle might be difficult to accomplish and cost prohibitive but she would leave it at the discretion of the Board. Trustee Lockart made a motion to approve Resolution 2025-103, as presented. The motion was seconded by Deputy Mayor Lockart.

Vote: Unanimous to approve.  
Motion passed.

Clerk Blot requested a vote for Resolution 2025-104 “Emergency spending – MRX water meter reader”.

Mayor Rubino explained that our current MRX reader is at the end of its life and will not read the meters, which we just realized last week when we went to read the meters. We have two (2) of the three (3) towers installed that can read the meters, but this device is required to read the meters that are not being picked up since that third tower is not installed yet. This device will also be used after the meter is installed to capture any meters that may not be captured by the towers for any miscellaneous reason. Our current device is original to the system, and we need this reader to be able to read for the quickly approaching water billing cycle. The amount is not to exceed \$16,000.00.

Trustee Lockart made a motion to approve Resolution 2025-104, as presented. The motion was seconded by Trustee Stevens.

Vote: Unanimous to approve.  
Motion passed.

Clerk Blot requested a vote for Resolution 2025-105 “Refund of rental fee”.

Resident Ellen Collins stated that she was present at a board meeting a few weeks ago where a refund was issued to an employee since the employee did not require someone to work the event since she was the “employee” at the event, and a refund was granted, and Ms. Collins noticed that was a one day event and based on this resolution states its two events and the amount is different. Mayor Rubino stated that this was request was due to inclement weather, it took place when we had significant snow and the recreation center was closed, and therefore the individual was seeking a refund, to which Ms. Collins asked why the amount was different from the amount granted to the employee who received a refund a few weeks prior, to which Clerk Blot stated that the employee event was a birthday party, and this was for pickleball games for a set of dates. She continued stating a one-day event such as a birthday party has a different rate than an event such as this where there is an hourly rate with a 3-hour minimum, as stated in the Village fee schedule. Ms. Collins thanked Mayor Rubino and Clerk Blot for the explanation.

Deputy Mayor Prevratil made a motion to approve Resolution 2025-105, as presented. The motion was seconded by Trustee Lockart.

Vote: Unanimous to approve.  
Motion passed.

Clerk Blot requested authorization to advertise for a public hearing for Resolution 2025-106 “Authorize to expend funds out of the Village Hall capital reserve for the purchase of a digital sign” to be held on Monday, March 16, 2026, at 6:30 p.m.

Mayor Rubino explained that after a few meetings ago, there was a resident who mentioned lack of notification, and while Mayor Rubino thinks that there is a notification is done very well with postings and advertisements, the digital sign will enhance our ability to get the word out on more information to the public. The proposed location is on Central Avenue, at the location of the former outreach center, 1639 Central Avenue. Trustee Stevens made a motion to authorize the Clerk to advertise, as stated above. The motion was seconded by Deputy Mayor Prevratil.

Vote: Unanimous to approve.  
Motion passed.

Clerk Blot requested a vote on Resolution 2025-107 “Resolution supporting increased aid to municipalities and strengthening New York’s state-local partnership”. Clerk Blot explained that this is to support Governor Hochul’s request for additional funding for municipalities for Temporary Municipal Assistance (TMA). Trustee Stevens made a motion to approve Resolution 2025-107, as presented. The motion was seconded by Deputy Mayor Prevratil.

Vote: Unanimous to approve.  
Motion passed.

Chief Kayser read aloud the February 2026 fire report, adding that we have had 108 fire calls as of the end of February, which is high for this time of year.

Mayor Rubino stated that he is glad the Chief read aloud all the hours, and added that those are unpaid hours, and are all covered by volunteers, which is a remarkable amount of dedication. He also added that we don’t have a fire tax here in the Village, and that fire coverage is included in the Village tax which as noted by the Clerk has remained the same for many years, even decreasing with the last change 25 years ago. He mentioned that municipalities around us have fire districts and residents that belong to those districts pay an additional fire tax on their taxes, some of which are in the range of \$300 in fire tax alone.

Deputy Mayor Prevratil echoed what the Mayor stated saying that the fire department does a great job protecting the residents. He also added that the department of public works has done a great job this season with all the inclement weather, and stated we are supposed to get more tomorrow.

Trustee Lockart thanked resident Ellen Collins for attending the meetings and always asking such good questions.

Mayor Rubino said that the department of public works has had a tough winter with the weather and water breaks, and the overtime is nice, but sometimes a break from it is what

they need. He added that we have great personnel all around and couldn't ask for better people.

Reports Submitted:

Senior Center Expenditure VS. Revenue Report 2/9/2026 to 2/20/2026

Recreation Center Report February 2026

Fire Department Report February 2026

Abstract #19

General: \$180,707.08

Water: \$21,971.09

Sewer: \$45,456.41

**Total: \$248,134.58**

Trustee Lockart made a motion to adjourn the meeting.

This motion was seconded by Deputy Mayor Prevratil.

Vote: Unanimous to approve.

Motion passed.

Meeting adjourned at 6:57 p.m.

Respectfully submitted,

Jamie L. Blot

Village Clerk

**RESOLUTION 2025-106**  
**“AUTHORIZE TO EXPEND FUNDS OUT OF THE VILLAGE HALL CAPITAL**  
**RESERVE FOR THE PURCHASE OF A DIGITAL SIGN”**

**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 capital reserve for a digital sign; and

**WHEREAS**, the Village of Colonie believes it would be in the best interest of the public to make said purchase as an additional avenue for information to be more readily available to the public,

**NOW THEREFORE, BE IT RESOLVED**, that the Mayor and Board of Trustees authorize expenses, as stated above, in an amount not to exceed \$33,000.00.

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

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Jamie L. Blot  
Village Clerk

**DATED** this 16<sup>th</sup> day of March, 2026.

**RESOLUTION 2025-108**  
**“Village Election – Inspector Residency Resolution”**

**WHEREAS**, Board authorization is requested to adopt a resolution with regard to the March 18, 2026, Village Election in connection with the possible lack of Election and Alternate Inspectors who reside in the Village of Colonie; and

**WHEREAS**, while some of the Inspectors selected reside within the Village, it is requested that the Board waive the residency requirement so that the day of the election, the Clerk may appoint Election Inspectors and Alternates, as needed, who reside outside the Village in order to have a smooth and efficiently run Village Election; and

**WHEREAS**, Village Law §3-300(2) requires that village officers be residents of the village by which they reside; and

**WHEREAS**, Village Law §3-300(2)(a) authorizes a Village Board of Trustees to allow, by resolution, appointed village officers to reside within a county in which the village is wholly or partially situated; and

**WHEREAS**, the office of election inspector is a village public officer and is subject to Public Officers Law §3 and Village Law §3-300(2); and

**WHEREAS**, due to the possibility of a lack of adequate Election Inspectors, who reside within the Village, the Village Clerk must attempt to select Election Inspectors and Alternate Inspectors who reside outside the Village;

**NOW THEREFORE, BE IT RESOLVED**, in lieu of any other residency requirement imposed by law, for the election occurring on March 18, 2026, Village Election Inspectors, and Alternate Inspectors, may reside within the County of Albany.

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

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Jamie L. Blot

Village Clerk

**DATED** this 16<sup>th</sup> day of March, 2026.

**RESOLUTION 2025-109**

**REMOVAL OF LATE FEE – 57 NICHOLAS DRIVE**

**WHEREAS**, the owner of 57 Nicholas Drive submitted payment for the December 2025 sewer bill on December 18, 2025, which was considered on time; and

**WHEREAS**, the check in which payment was made was not signed by the owner, and therefore needed to be returned to the owner for signature; and

**WHEREAS**, the returned signed check was received after the due date, and when a late fee was incurred, but in good faith original payment was submitted on time and due to the missing signature, owner should not be penalized; and

**WHEREAS**, the Village Clerk is requesting authorization to waive the late fee of \$7.50,

**NOW, THEREFORE, BE IT RESOLVED**, that the Mayor and Board of Trustees approve the request and authorize the Clerk to waive the late fee: \$-7.50, as stated above.

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

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Jamie L. Blot  
Village Clerk

**DATED** this 16th day of March 2026.