

City Council
Work Session Agenda
November 9, 2009
7:00 p.m.

Presentation:

1. Accounting and Financial Reporting by Employers for Postemployment Benefits Other than Pensions - GASB 45 Valuation For Fiscal Year ending June 30, 2009 – Presentation by James Brahm, A.S.A., M.A.A.A., First Niagara Benefits Consulting
2. Fiscal Year 2008-09 Self Funded Health Insurance Plan Review – Presentation by Christina Iannolo, Account Manager, POMCO Group

Reports for City Council:

1. Proposed Plan Design Changes, Self Funded Health Insurance, City Manager Mary M. Corriveau, November 6, 2009
2. Board and Commission Update, and Volunteer Application Received, City Manager Mary M. Corriveau, November 6, 2009.
3. City Manager's Update Report, City Manager Mary M. Corriveau, November 2009.

November 6, 2009

To: The Honorable Mayor and City Council
From: Mary M. Corriveau, City Manager
Subject: Proposed Health Insurance Plan Design Changes

In January 2008, I meet with the City's Health Insurance Advisory Committee to discuss changes to the City's health insurance plan design that they would like the City to consider implementing. Following that meeting, I reviewed the proposed changes, as well as the union contracts, to determine the process for considering these types of proposals submitted by the Health Insurance Advisory Committee. On January 30, 2008, after reviewing the Collective Bargaining Agreements, I forwarded a letter to the Committee detailing the steps in the process that need to be completed before their request could be considered by the City Council.

Listed below is an excerpt which details the process for considering these types of plan changes:

“The purpose of this Advisory Committee shall be to review all activity of this self insurance fund on no less than a quarterly basis, and to make recommendations to the respective unions and the City of Watertown, of any proposed conditions and changes of common interest. All such items of common interest will be addressed in the following manner:

- (I) Discussion by Advisory Committee
- (II) Upon majority vote by the Advisory Committee, said items will go to the unions' respective memberships for approval/disapproval.
- (III) Advisory Committee will meet again to discuss the various recommendations from the unions' memberships.
- (IV) If there is unanimous consent of all three (3) unions, such items go to the City Council, for approval.
- (V) If recommendations are rejected by the City Council, items of common interest will remain the same.”

On February 2, 2009, the City Council was presented with the Committee's proposed plan design changes. At that time, the City Council unanimously concurred to hold off considering these proposals until after reviewing the Proposed 2009-10 Budget..

Since that time, the Health Insurance Advisory Committee has relooked at their initial proposal, made modifications and has now submitted for City Council consideration proposed plan design changes. This week, Fringe Benefits Manager, Melanie Rarick contacted me to say that the steps required under the terms of the Collective Bargaining Agreements have been completed and the Health Insurance Advisory Committee is now requesting City Council review of their proposal.

As the contract language indicates the final decision regarding plan changes is vested in the City Council. The proposal before you can be accepted or rejected in full or in part.

A detailed copy of the proposed changes, with a target effective date of January 1, 2010, is attached for your review. Representatives from the Health Insurance Advisory Committee and POMCO will be in attendance at the City Council meeting, should the Council have any questions regarding the proposed changes.

PROPOSED PLAN DESIGN CHANGES

Target Effective Date: January 1, 2010

Presented by:

City of Watertown Health Insurance Committee

Executive Summary

The City of Watertown Health Insurance Committee presents the following plan changes. If approved, these changes will take effect January 1, 2010 applying to active employees and retirees. The information included is based on 7/1/08-4/30/09 claims experience.

For further detail on the current and proposed plan benefits, please review the pages following this summary. **Projected Impact is 1.37% increase to overall plan costs.**

Page #	Proposed Plan Change	Projected Cost Impact*	Potential Savings (Not Considered in Cost Estimate)
3	Add a National Provider Network	\$7,040 network fees \$40,030 annual savings <i>.56% Decreased Cost</i>	
4	Add coverage for Cardiac Rehabilitation	\$4,600 annually <i>.08% Increased Cost</i>	Prevent repeat events Prevent future hospital stays Decreased time to return to work Improved overall health and risk reduction
5	Revise Multiple Surgery Benefit	\$65,300 annually <i>1.1% Increased Cost</i>	Decreased costs associated with additional operative sessions Decreased time employees are absent from work
8	Add coverage for Air Ambulance	\$5,800 annually <i>.10% Increased Cost</i>	Decreased risks and costs associated with delayed treatment
9	Add coverage for Child Immunizations	\$38,500 annually <i>.65% Increased Cost</i>	Avoid preventable and costly diseases Minimized absenteeism of parents caring for sick children

*The above illustration and subsequent contents of this presentation represent estimated cost avoidance savings in year one only based on current plan experience, enrollment and trends. Once these savings are in place, the base cost of the plan will be lowered; therefore you will realize the hard dollar savings of these changes year over year. However, cost increases including healthcare inflation will still affect the total cost of the plan. Because healthcare inflation can account for as much as a 10-12% increase per year, consideration of a CPI index to some of the co-payment items would assist in keeping the cost avoidance for in line for future years.

National Provider Network

Current Network

There is opportunity for plan savings by adding a national provider network. It is most cost effective for the plan when members obtain services from network providers. The City of Watertown health plan members currently access the following provider network.

- POMCO Provider Network
- 45,000 providers
- Tri-State Area (NY, NJ, CT)

Proposed Additional Network

In addition to the POMCO network, add a national network that gives members greater access to participating providers. This is especially applicable to retirees and other members who live out of state. With this additional network, members can access the following networks:

POMCO Provider Network	PHCS-Multiplan Provider Network
45,000 providers Tri-State Area (NY, NJ, CT)	600,000 providers Nationwide

Impact

The national network will increase access to participating providers. This will result in:

- Decreased plan costs as providers will be paid according to the negotiated fee schedule
- Decreased member expense as in-network benefits pay at a higher level
- Decreased member expense because participating providers cannot balance bill

PROJECTED SAVINGS	
PPO Utilization 7/1/07-6/30/08	88.7%
Projected increase to PPO Utilization	7%
Projected Savings from Increased Utilization	\$40,030 annually
Administration Fee	\$7,040 annually
Net Projected Savings	\$32,990 annual savings

Based on Claims Experience 7/1/07 – 6/30/08

Cardiac Rehabilitation

Current Plan Benefits

Physical therapy and respiratory therapy are covered in full under the outpatient hospital benefit. Cardiac rehabilitation is NOT covered by the plan.

Proposed Benefit

Revise the plan to include a benefit for Cardiac Rehabilitation which is considered the standard of care.

Impact

Cardiac rehabilitation helps patients who have had a heart attack or heart surgery. The goal is to stabilize, slow or even reverse the progression of cardiovascular disease. The activities involved help prevent future hospital stays, heart problems, and death related to heart problems and include:

- Helping the patient modify risk factors such as high blood pressure, smoking, high blood cholesterol, physical inactivity, obesity and diabetes.
- Counseling so the patient can understand and manage the disease process
- Beginning an exercise program
- Counseling on nutrition
- Providing vocational guidance to enable the patient to return to work
- Supplying information on physical limitations
- Lending emotional support
- Counseling on appropriate use of prescribed medications

Coverage for Cardiac Rehabilitation could increase plan costs by \$4,600 annually.

This estimate does not consider potential savings achieved by:

- Prevent repeat events
- Prevent future hospital stays
- Decreased time to return to work
- Benefits associated with a healthier lifestyle
- Improved overall health and risk reduction

References:

National Institute of Health -

http://www.nhlbi.nih.gov/health/dci/Diseases/rehab/rehab_what.html

Multiple Surgeries

Current Plan Benefits

1. When a member has multiple surgical procedures in the same operative session, and the procedures are for separate conditions. For example:

Description	Provider Charges	Current Plan Benefit	Member Expense
Procedure #1 - Condition A	\$1000	100% of Allowed Charges	No Out-of-Pocket
Procedure #2 - Condition B	\$1000	50% of Allowed Charges	No Out-of-Pocket*
Procedure #3 - Condition C	\$1000	Denied	\$1000
Procedure #4 - Condition D	\$1000	Denied	\$1000

*The provider can balance bill the member for services denied by the plan (ex: Procedures 3 & 4). For services covered at 50% of Allowed Charges, participating network providers will accept this as payment in full and will not balance bill the member.

2. If the multiple surgical procedures are for the same condition or if the procedures are performed by physicians of different specialties for treatment of different conditions, the benefit for the subsequent procedures will not be reduced. For example:

Description	Provider Charges	Current Plan Benefit	Member Expense
Procedure #1 - Condition A	\$1000	100% of Allowed Charges	No Out-of-Pocket
Procedure #2 - Condition A	\$1000	100% of Allowed Charges	No Out-of-Pocket
Procedure #3 - Condition A	\$1000	Denied	\$1000
Procedure #4 - Condition A	\$1000	Denied	\$1000

Proposed Plan Language

1. When a member has multiple surgical procedures in the same operative session, and the procedures are for separate conditions. For example:

Description	Provider Charges	Current Plan Benefit	Member Expense
Procedure #1 - Condition A	\$1000	100% of Allowed Charges	No Out-of-Pocket
Procedure #2 - Condition B	\$1000	50% of Allowed Charges	No Out-of-Pocket*
Procedure #3 - Condition C	\$1000	50% of Allowed Charges	No Out-of-Pocket*
Procedure #4 - Condition D	\$1000	50% of Allowed Charges	No Out-of-Pocket*

* Because all services are covered under the plan, a network provider will not balance bill the member. For services covered at 50% of Allowed Charges, participating network providers will accept this as payment in full and will not balance bill the member.

2. If the multiple surgical procedures are for the same condition or if the procedures are performed by physicians of different specialties for treatment of different conditions, the benefit for the subsequent procedures will not be reduced. For example:

Description	Provider Charges	Current Plan Benefit	Member Expense
Procedure #1 - Condition A	\$1000	100% of Allowed Charges	No Out-of-Pocket
Procedure #2 - Condition A	\$1000	100% of Allowed Charges	No Out-of-Pocket
Procedure #3 - Condition A	\$1000	100% of Allowed Charges	No Out-of-Pocket
Procedure #4 - Condition A	\$1000	100% of Allowed Charges	No Out-of-Pocket

Example:

A member had five lesions removed in a physician's office because the areas may have been cancerous. Each lesion was a separate surgical procedure, the plan paid \$188 for the removal of two lesions and \$445 for the pathology charges for all five lesions (circled in green).

Because the removal of three lesions was excluded from the plan, the provider billed the member for the remaining \$595 (circled in red).

Dates of Service	Service Code	Total Charge	Ineligible	Covered By Plan	Deductible Amount	Co-Pay Amount	Balance	Paid At	Payment Amount
	j2	144.00	110.00	134.00	0.00	0.00	134.00	100%	134.00
	j2	336.00	282.00	54.00	0.00	0.00	54.00	100%	54.00
	mm	221.00	221.00	0.00	0.00	0.00	0.00	0%	0.00
	mm	190.00	190.00	0.00	0.00	0.00	0.00	0%	0.00
	mm	184.00	184.00	0.00	0.00	0.00	0.00	0%	0.00
	ff	700.00	255.00	445.00	0.00	0.00	445.00	100%	445.00
	TOTAL	2,075.00	1,442.00	633.00	0.00	0.00	633.00		633.00
								Other Insurance Credits or Adjustments	0.00
								Total Net Payment	633.00

Because the plan only covers two procedures per visit, members are encouraged to have multiple visits to have all procedures covered. The member had out-of-pocket expense because all lesions were removed in one visit. To eliminate this expense, the member could have had the lesions removed in three separate visits. This would have resulted in additional days absent from work and delaying the removal of possibly cancerous lesions.

The proposed benefit change encourages the member to obtain medically necessary services in one visit, rather than multiple visits. This could result in:

- Decreased plan costs associated with the additional office visits
- Decreased plan costs associated with additional pathology submissions
- Decreased time the member is absent from work to go to the multiple visits
- Decreased risk and costs associated with delayed treatment
 - In this example, waiting to remove the lesions could have allowed cancer to develop or progress further

Impact

Under the current benefit, two procedures per operative session are covered by the plan. To have additional procedures during the same operation, members pay out-of-pocket. In the example above, the member expense is \$2000.

Revising the multiple surgery benefit will reduce member expense and may also reduce plan costs. The current plan encourages members to only have two procedures per operative session and have additional operations if more procedures are needed.

Each operative session requires the following services:

- Inpatient or Outpatient facility charges
- Anesthesia
- Pre-admission testing
- Antibiotics to prevent infection
- Treatment of potential complications
- Time absent from work

If the plan encourages members to only have two procedures per operative session, the member may have additional operations and incur additional costs for the services above.

Revising the Multiple Surgery Benefit could increase plan costs by \$65,300 annually.

This estimate does not consider potential savings achieved by:

- Reduce plan costs associated with additional operative sessions for the following services:
 - Inpatient or Outpatient facility charges
 - Anesthesia
 - Pre-admission testing
 - Antibiotics to prevent infection
 - Treatment of potential complications
- Decreased time employees are absent from work

Air Ambulance

Current Plan Benefits

Benefits are available for land ambulance transportation when found Medically Necessary. Ambulance transportation benefits are available if the following criteria are met:

- When member could not have been safely transported by other means
- When medically necessary or ordered by a Physician, a police officer or firefighter
- When transported to the nearest facility that can treat the patient's condition
- When transferred from one hospital to another hospital because it is medically necessary

Proposed Benefit

Revised the plan to provide coverage for air ambulance and subject to the criteria noted above.

Impact

The member has minimal control when emergency personnel request air medical services.

The Air Medical Service sets forth the criteria for using this service, including:

- Condition is a "life or limb" threatening situation demanding intensive multidisciplinary treatment and care.
- Patients with *physical findings* defined in the adult and pediatric major trauma protocols:
 1. GCS less than or equal to 13
 2. Respiratory Rate less than 10 or more than 29 breaths per minute
 3. Pulse rate is less than 50 or more than 120 beats per minute
 4. Systolic blood pressure is less than 90mmHg
 5. Penetrating injuries to head, neck, torso or proximal extremities
 6. Two or more suspected proximal long bone fractures
 7. Suspected flail chest, spinal cord injury or limb paralysis
 8. Amputation (except digits)
 9. Suspected pelvic fracture
 10. Open or depressed skull fracture

Coverage for Air ambulance could increase plan costs by \$5,800 annually.

This estimate does not consider potential savings achieved by:

- Decreased risks and costs associated with delayed treatment

References:

New York State Department of Health

<http://www.health.state.ny.us/nysdoh/ems/policy/05-05.htm>

Child Immunizations

Current Plan Benefits

Routine physical examinations and immunizations are covered under the plan for one year from the date of birth, when rendered in a doctor's or licensed provider's office. Routine child immunizations are NOT covered after year one.

Proposed Benefit

Allow child immunizations from birth up to age 19 based on recommendations set forth by the American Academy of Pediatrics and/or the standards set forth by the New York State Department of Health. If these standards change, the Plan will automatically cover the new recommended standards. Please refer to the following page for the current immunization schedule.

Impact

Following the recommendations set forth by the American Academy of Pediatrics and the New York State Department of Health is considered the standard of care. Vaccine-preventable diseases have a costly impact, resulting in doctor's visits, hospitalizations, and premature deaths. Sick children can also cause parents to lose time from work.

Coverage for Child Immunizations could increase plan costs by \$38,500 annually.

This estimate does not consider potential savings achieved by:

- Avoid preventable and costly diseases
- Minimized absenteeism of parents caring for sick children

References:

Centers for Disease Control and Prevention

<http://www.cdc.gov/vaccines/vac-gen/howvpd.htm>

New York State Department of Health

http://www.nyhealth.gov/prevention/immunization/childhood_and_adolescent.htm

New York State Recommended Childhood and Adolescent Immunization Schedule

A check ✓ means that this is the earliest and best time for your child to be immunized. If your child misses the "best time" for vaccination, he or she should still be immunized as quickly as possible. Ask your doctor about getting your child caught up.

Vaccine against:	Age							
	Birth	2 months	4 months	6 months	12 months	18-24 months	4-6 years	11-12 years
Hepatitis A					✓	✓		
Hepatitis B	✓	✓ 1-4 mo.		✓ 6-18 mo.	Recommended for any child not previously vaccinated against Hepatitis B virus.			
Diphtheria, Tetanus, Pertussis (DTaP)		✓	✓	✓	✓ 12-18 mo.		✓	
<i>Haemophilus influenzae</i> type b (Hib)		✓	✓	✓ 1	✓ 12-15 mo.			
Polio (IPV)		✓	✓	✓ 6-18 mo.			✓	
Pneumococcal Disease (PCV7) ²		✓	✓	✓	✓ 12-15 mo.	Ask your doctor if your child 2 years old or older should get vaccinated with PPV23. ²		
Measles, Mumps, Rubella (MMR)					✓ 12-15 mo.			
Varicella (Chickenpox)					✓ 12-15 mo.		✓	A second catch-up dose is recommended for any child who has had only one dose.
Rotavirus		✓	✓	✓ 1				
Tetanus, Diphtheria, Pertussis (Tdap)								✓ 11-18 yrs.
Meningococcal Disease (MCV4) ³						Ask your doctor if your child 2 years old or older should get vaccinated with MCV4. ³		✓
Human Papillomavirus (HPV)								✓ 4
Influenza					Recommended yearly for all children aged 6 months and older. Ask your doctor if your child should receive one or two doses.			

¹For some types of Hib and Rotavirus, the 6-month dose is not needed.

²PCV7 = Pneumococcal Conjugate Vaccine; PPV23 = Pneumococcal Polysaccharide Vaccine

³MCV4 = Meningococcal Conjugate Vaccine

⁴The HPV vaccine is given through a series of three shots over a 6-month period.

November 6, 2009

To: The Honorable Mayor and City Council
From: Mary M. Corriveau, City Manager
Subject: Board and Commission Reappointments

Attached is a copy of the list of Board and Commission appointments that have or will expire before the end of the year. My office was able to reach all of the Board Members except one, and they are all willing to serve another term. I make contract with the last Board Member on Monday, when they return to work.

As I shared with the City Council last week, we have recently received a couple of online volunteer applications from individuals interested in serving on City Boards. I have attached the three applications received for your review.

Council's Appointment – Vacancies and Upcoming Expirations

Board of Assessment Review – 5 Year Term

David R. Steyer	December 31, 2009
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Board of Ethics – 1 Year Term

Mary M. Corriveau	December 31, 2009
Arthur C. Stever III	December 31, 2009
Rande S. Richardson	December 31, 2009
Vacancy	December 31, 2009
James St. Croix	December 31, 2009

Jefferson County Community Action Planning Council – 2 Year Term

Peter L. Clough	December 31, 2009
Stanley Zaremba	December 31, 2009
Christina E. Stone	December 31, 2009
Thomas J. Bruno	December 31, 2009

City Constable/Deputy City Constable – 1 Year Term

David W. Koster (Constable)	December 31, 2009
Joan M. Koster (Deputy)	December 31, 2009

Corriveau, Mary M

From: support@civicplus.com
Sent: Tuesday, November 03, 2009 12:20 PM
To: mcorriveau@watertown-ny.gov
Subject: Online Form Submittal: Volunteer Application

The following form was submitted via your website: Volunteer Application

Please select all interested organizations:: CAPC

Name: Deborah A Cavallario

Address: 259 Thompson Blvd

City: Watertown

State: NY

ZIP: 13601

Phone: 315 7825888

Email: adhd60@hotmail.com

Fax:

Organization: ADHD Educational Services/HAPI

Please provide relevant education and experience for the committees on which you are interested in serving.: Resume was sent to Mary Corvieu ..educational and social committees of interest

Additional Information:

Form submitted on: 11/3/2009 12:19:37 PM

Submitted from IP Address: 24.58.201.143

Form Address: <http://www.watertown-ny.gov/forms.asp?FID=42>

SUMMARY OF QUALIFICATIONS

Six years experience as owner and operator of the AD/HD Educational Service, parent of an AD/HD child and retired educator in the Carthage Central School District. Special Education Administrator's Leadership Training Academy. Developed learning and evaluating strategies for Inclusion Students. Collaborated as a regular education teacher in an inclusion classroom. Directed and established units according to State and District Standards for the ADHD child. Served on Middle School "At Risk Committee and CSE Committee member for Annual Reviews. Approved, on a monthly basis, CPSE and CSE recommendations, as a Board of Education Member. Facilitator for Parent to Parent 2000. Helped parents to develop research-based parenting skills and strategies to cope with the AD/HD child.

WORK EXPERIENCE

ADHD Educational Consultant/HAPI

1999-Present

Owner and operator of the ADHD Educational Services and Homework Assistance with Parental Involvement (HAPI), Watertown, NY

Work within the existing framework of community-based professionals and educators for the AD/HD child and their parents. Identify problems and set up strategies for the academic and behavioral success of these children in the classroom and establish parental support for these strategies. Monitor and assist the program objectives for the AD/HD child. Network with other community agencies and organizations to provide outside resources for continued family support. Established support groups, parent education and intensive staff development programs.

Outstanding achievement: Leadership in Governance Award NYSSB

NY State Educator

1973-1999

Carthage Central School District, Carthage NY

Worked with middle school students with and without disabilities to achieve NY State learning standards and meet graduation requirements. Developed effective teaching strategies and assessment practices for those with different styles of intelligence and learning. Measured student performances through benchmark rubrics. Taught diversified instruction: Social Studies 6, 7, 8, Reading 6, Career Education and Study Skills which enhanced Middle School competencies and indicators in peer programs for shaping tomorrow's citizen.

PROFESSIONAL PRESENTATIONS

Presentations on the work of the AD/HD Educational Services and Power Point presentations on **What is AD/HD and Strategies to Deal with the AD/HD Child and the TEN most Common Classroom Behaviors of the AD/HD Child and Strategies that Help in the Classroom and at Home** have been given to

- Jeff/Lewis BOCES Staff Development Workshops 2001- 2006
- Jeff/Lewis Teacher Center
- The Children's Home of Jefferson County
- Watertown/Carthage Even Start
- Watertown YMCA/ SACC Staff
- Family Counseling Service of Northern NY

- Jefferson Rehabilitation Center
- Jefferson Co. Mental Health Integrated Services
- House of the Good Shepherd – foster parents
- Staff Development for Watertown, So Jefferson, General Brown and Alexandria Bay Central School Districts
- Across the Ages-Alcohol Substance Abuse Council
- Staff Development for Franklin-Essex-Hamilton BOCES
- Community Action Planning Center
- Diocese of Syracuse Staff Development

EDUCATION

- B. S. in Elementary Education, College Misericordia, Dallas Pennsylvania. August ,1968. Post Graduate work of thirty-two semester hours for permanent NYS Certification in Education with a major in nursery through grade nine and a specialization in N-9 Social Studies.
- Diploma, Catholic High of Harrisburg Pennsylvania,

SEMINARS/WORKSHOPS

- The Emotional Experience of Learning and Teaching
- The 4Mat System - Teaching Learning Styles with Rt/Lft Mode Techniques
- Maintaining Motivation
- Quality Approach for Designing Skill Based Systems
- The E Factor (consensus / team problem solving) A Process to Empower
- Moods Serdonin, Melatonin, 5HTP and You
- Tourettes Workshop
- Effective Instructional Practices for Students with Disabilities
- The Evaluation and Treatment of ADHD
- Autism Spectrum Disorders
- Explosive / Noncompliant Children and Adolescents : A new Conceptual and Practical Approach
- Understanding Poverty
- Special Education Administrator's Leadership Training Academy
- Learning and Evaluating Strategies for Inclusion Students
- Effective Teaching Staff Development and Training (Parenting- Inclusion – Classroom Management)
- John Rosemond's Parenting Workshop
- Teleconference: Pins and Detention Law
- Basic Caseworker Skills in Case Management
- Bipolar Disorder in Youth
- Basic Casework in Case Management....(training series)
- Improving Communication and Collaboration with Parents

PROFESSIONAL ORGANIZATIONS

- CHADD
- NYSUT
- State Committee for NYS School Boards for Cultural Diversity including Disabilities
- Cornell Cooperative Extension – Home Advisory Board
- Watertown/ Carthage Even Start Advisory Board
- Jefferson Co. Youth Services Board
- Watertown Board of Education : President 2 years
- Board of Directors' President of the WATERTOWN TEEN CENTER
- Board of Directors Urban Mission

Corriveau, Mary M

From: support@civicplus.com
Sent: Monday, November 02, 2009 2:27 PM
To: mcorriveau@watertown-ny.gov
Subject: Online Form Submittal: Volunteer Application

The following form was submitted via your website: Volunteer Application

Please select all interested organizations:: Board of Ethics, DANC, Flower Library Board

Name: Darian Sinclair

Address: 1377 Sherman St.

City: Watertown

State: NY

ZIP: 13601

Phone: 681-4179

Email: darsin_1@hotmail.com

Fax:

Organization:

Please provide relevant education and experience for the committees on which you are interested in serving.: L.A./Humanities, JCC

Additional Information:

Form submitted on: 11/2/2009 2:26:49 PM

Submitted from IP Address: 24.59.124.22

Form Address: <http://www.watertown-ny.gov/forms.asp?FID=42>

Corriveau, Mary M

From: support@civicplus.com
Sent: Monday, November 02, 2009 9:35 AM
To: mcorriveau@watertown-ny.gov
Subject: Online Form Submittal: Volunteer Application

The following form was submitted via your website: Volunteer Application

Please select all interested organizations:: Board of Ethics, CAPC

Name: Frank Seminerio

Address: 1216 State St. Apt G

City: Watertown

State: NY

ZIP: 13601

Phone: 614-570-3108

Email: franks@co.jefferson.ny.us

Fax:

Organization: Jefferson County District Attorney's Office

Please provide relevant education and experience for the committees on which you are interested in serving.: I am an Assistant District Attorney here in Jefferson County. Beyond my prosecutorial responsibilities, I want to play an active role in the growth and prosperity of my community.

Concerning CAPC, I believe I have the knowledge, experience, and leadership abilities to be an asset to the Board. In both college and law school, I served as the elected official in charge of student activities. This required the use of limited resources to accomplish a year's worth of activities. With that skill set in place, I would like to use whatever resources the City of Watertown provides and use them to improve the quality of life of its citizens. Additionally, I have been a community volunteer for many years and in many capacities. I will not elongate this brief letter by articulating this experience, but I would just note that it has helped make me the humble public servant with a strong desire to be a community leader that I am today.

My desire to sit on the City Board of Ethics goes hand in hand with why I chose to become a prosecutor: to ensure fairness and equity for all. Becoming and remaining an ADA requires the completion of numerous ethical classes. To date, I have gone above and beyond the minimum requirement, traveling to both Albany and Syracuse to take courses on ethics. I have a strong desire to ensure that all practices, whether business, legal, or otherwise, are done in a professional, ethical manner. This is what the county expects of me on a daily basis, and this what I will ensure for the City of Watertown if given the opportunity.

Thank you for your time and consideration. I sincerely hope I am given the opportunity to sit on one of these boards and further show my community what an asset I can be if given the chance.

Additional Information:

Form submitted on: 11/2/2009 9:34:52 AM

Submitted from IP Address: 24.97.106.35

Form Address: <http://www.watertown-ny.gov/forms.asp?FID=42>

ASSESSMENT DEPARTMENT:

Address Change Procedures – Prompted by an incident in which a property owner’s address was not correctly shown on assessment records, limiting the ability of the Building Codes office to give appropriate notification, this department has reviewed and made changes to some address change procedures. We are working with the Water Department to make more formal the sharing of address change information and taking steps to discover changes on properties that have escrow accounts.

Real Estate Market – The last two months show continued stability in single family home prices and continued lackluster sales of multi-family homes. The single family home prices appear to be at the same level as a year ago. The large increase in the commercial average is due to the sale of “Price Chopper Plaza”.

City of Watertown Real Estate Market Snapshot –

	<i>Current Period Aug-Sep 09</i>	<i>Prior 2 Months Jun-Jul 09**</i>	<i>One Year ago Aug-Sep 08</i>	<i>2 month averages for last 2 years Sep 07 -Sep09</i>
Single-family homes				
Number of valid sales	39	45	37	38
Average sale price	\$139,934	\$138,890	\$142,263	\$130,064
2 & 3 family homes				
Number of valid sales	3	5	7	7
Average sale price	\$113,900	\$92,400	\$92,143	\$105,802
Commercial				
Number of valid sales	3	2	4	3
Average sale price	\$7,749,778	\$249,700	\$299,750	\$964,752

**Includes previously unreported deeds and/or corrections.

Training – Real Property Appraiser Richard Holley attended a one day seminar on “Valuation of Storage Facilities” that was offered locally. Due to budgetary concerns Mr. Holley volunteered to pay for the cost of the seminar.

BUREAU OF CODE ENFORCEMENT:

Building Permits –We have received plans for Credo construction of a new building located at 595 W. Main Street; a proposed skating rink located at the former Hacketts premises; Trinity Episcopal Church Parish House addition, 197 Stone Street; Coleman’s Corner’s complete expansion preserving historic mid-section interior located at 322 Fair Street. We have issued 30 building permits for new construction and demolitions, and 86 maintenance & repair permits.

Complaints – This office received and investigated a total of 277 complaints, with 30 cases being referred to DPW for compliance and 4 cases being referred to City Attorneys.

System Upgrade – Code Enforcement Personnel in coordination with IT, Peter Keenan, have participated in several software demos over the last several months to improve the input and recording of violations and permits. Our objective is to find a suitable replacement for Hansen to meet the department’s needs and IT’s requirements.

Appearance Tickets – This office issued two (2) Appearance Tickets to City Court to owners of City properties for a range of violations from trash and debris to New York State Property Maintenance Code violations.

Buildings and Grounds – The staff readies for the fall and winter season. Our maintenance staff is preparing the grounds and buildings with maintenance of boiler/heating system, and putting in order small engine equipment for snow removal and other seasonal upkeep.

CITY CLERKS OFFICE:

Marriage Licenses and Weddings - As of October 30th, we have issued 940 marriage licenses and have performed almost 500 wedding ceremonies. These figures continue to be about three (3) weeks ahead of last year.

Passport Service - We are currently awaiting a visit from representatives of the National Passport Center. They will be here to review and inspect our passport acceptance practices. Each year the number of passport applications accepted in our office increases.

Genealogy Requests - We assisted several genealogy enthusiasts this past month. One such individual was related to Jesse Doolittle, who was among the first settlers in the Public Square area.

ENGINEERING DEPARTMENT:

Streetscape/Public Square Reconstruction Project - The project is complete. All remaining funds have been released, and we are in the correction period of the contract.

J.B. Wise Parking Lot Reconstruction - The Design Services Agreement with Lu Engineers was approved by the Council in June 2007. The final plans and specifications are nearing completion. The project is on hold until FY 10-11. A contract for construction inspection services is being prepared.

Breen Avenue- The project is currently being designed in-house by department staff. The project is scheduled for construction in the spring of 2010 if budget funding allows. A public meeting will be held in the winter if this schedule is maintained.

Hydro Intake Rake- The Engineering Department is working in conjunction with Upstate Testing and Controls to design and place into operation a hydraulic rake mounted on a trolley that will traverse the concrete dam at the headwaters of the canal. This project will greatly improve the generating efficiency by keeping the intake gates clear of debris year round. The site design is underway, materials and equipment have been ordered, site work will commence in a couple of weeks.

VPP Stimulus Funding- The Engineering Department is processing and managing the Pass Through contract with the NYSDOT for Vendor Placed Paving (VPP) for mill and fill paving projects for Washington Street and Arsenal Street 100-200 Blocks. The City Council approved the agreement in April 2009. Engineering is responsible to administer the Pass-Through Agreement, provide construction inspection, and conduct the mandatory project safety audit (SAFETAP). The Arsenal Street portion was completed in September. Washington Street is to be paved in the spring of 2010.

Gaffney Drive Sewer Capacity – The Engineering Department is designing an upgrade of the gravity sewer north of the pump station, preparing plans for acquiring the gravity sewer across the Stateway Plaza property, and evaluating the pump station for possible upgrade.

Dosing Station Dam Repair- The Department is progressing plans for structural repairs to the Dosing Station Dam. The project entails scour repair and concrete repair to eliminate the leakage of untreated water into the settling basin. This will reduce the amount of chemicals required to treat the water and also may reduce the occurrence of Disinfectant Byproducts in the water system. This work is programmed for completion during the 2010 construction season.

Completed Projects - Washington Street Sidewalk, Algonquin Ave. Sewer Main, Emmett Street Storm Sewer, Washington Street Signal Light.

Sidewalk Program – The 2009-10 special assessment district has been identified and will be presented for Council approval in December.

North Side Trunk Sewer –Bat-Con Inc., Marcellus NY, started on October 26, 2009 and is just about complete.

Riggs Ave – The preliminary design is complete. A public meeting was held on August 27, 2008. Final plans and specifications are nearing completion. There is currently 1 easement outstanding for construction. This project is scheduled for FY 2010-11.

Greensview/Ives Sanitary Sewer - Updating plans and bid book for bid in spring 2010. The department is preparing for a meeting with the property owners.

Barben Avenue Reconstruction- Design is underway for the street reconstruction from Washington Street to Holcomb Street. The project is scheduled for FY 2011-12.

Clinton Street Reconstruction- Detailed design is underway for the street reconstruction from Washington Street to Holcomb Street. The project is scheduled for FY 2013-14.

N. Michigan-Bronson St. –The project is currently being designed in-house by department staff. The project is scheduled for reconstruction in FY 2014-15.

Western Boulevard - Topographic and boundary survey work has been completed for use in developing a preliminary street design and order of magnitude estimates for the construction of a connector road between Arsenal and Coffeen Streets in the vicinity of the Stateway Plaza. The proposed connector road will complement the work that the NYSDOT is performing on Arsenal Street. The preliminary street corridor has been developed by the Engineering Department and was presented to the Council at the December 11, 2006 Work Session. Four meetings have been held with the owners of the Stateway Plaza concerning the proposed corridor. Although the project remains on the Capital Plan for FY 14-15, the RFP process is currently on hold pending funding of the project.

CSO Long Term Control Plan (LTCP) - WWTP staff prepared the LTCP and submitted it to the NYSDEC by December 1, 2008. We are awaiting final comments from the DEC and EPA.

DEC Sewer Extension Requirements - 6 NYCRR Subpart 750-2 requires DEC approval of sewer extensions with flows greater than 2500 gal/day or more than one connected lateral. Part of this approval is assurance from the City that adequate sewer capacity exists in the system.

Developments with assurance letters submitted to the DEC since January 2009:
Jefferson Apartments.

Developments with capacity under review: Liberty, Black River Development, Mall Expansion, Morris-North Star Hatchery, Columbia Development Ph II, Site 3 Housing, North Hills Community, Remington Park Expansion, North Country Village, North Hill Community, Candlewood Suites, Pine Plain Barracks, 10100 Barracks, and the Unaccompanied Officers Quarters on Fort Drum.

NYSDOT Arsenal Street Reconstruction – A final walkthrough of the project was held, and we are awaiting final transfer of the Western Blvd parcel.

FLOWER MEMORIAL LIBRARY:

Meeting Room – We are two-thirds of the way done with the meeting room renovation. A new floor has replaced the old, stained carpeting in that room. The flooring looks like wood planks and is very easy to clean. The meeting room also has a new door to replace the previous door

which had been missing for several years. The new door has a large glass window, so the library staff can monitor activity in the room without being intrusive. The only part of the renovation project that has yet to be completed is the installation of the new lights which will replace the existing 1970s' fluorescent lighting. Usage of the meeting space has gradually started to increase toward where we were before the renovation of the library.

Jefferson Leadership Institute (JLI) Class Meeting – On October 9th, the Library was asked to be a site for one of the JLI classes. Class members met here for the morning portion of the local history day that is taught every year. The class took a break during mid-morning from presentations by Dr. Tim Abel and Connie Barone, to take a tour of the library and learn its particular history. Yvonne Reff led the tour, which provided some interesting tidbits about Emma Flower Taylor and some background of the historic artwork.

ATTAIN Lab Attendance – The Library's ATTAIN (Advanced Technology Training and Information Networking) Lab has been very busy with their schedule of classes. Attendance to date in the Lab (January to October) has been a whopping 3,239! One hundred twenty-four people have participated in the Microsoft Certification Classes and seventy of those have received their certifications.

Outstanding Library Program – Ginger Tebo won the award for Outstanding Library Program at the 2009 North Country Library System's Annual Meeting. Flower Memorial Library was in competition with the other sixty-five libraries in the system for this honor. The award was given for the Library's Appleumpkin Festival which has provided fun activities for children and families in our community every October for the past five years. To quote one of the remarks read for award, "The Appleumpkin Festival has proven to be one of the many ways that Ginger Tebo has moved children's services to a whole new level for Flower Memorial Library and further demonstrates why she is such a valuable member of the Flower Library Team and the NCLS community."



INFORMATION TECHNOLOGY DEPARTMENT:

Public Safety Data-Sharing Initiative – The City of Watertown Police Department, the Jefferson County District Attorney's Office and the Drug Task Force are participating in a data sharing project using the City's Police Data system as a common source of information. The ability for these agencies to cooperatively and automatically share information is an important step forward for both public and office safety. Access to the system is made possible via the Citrix system.

TRACS (Traffic and Criminal Software) – Integration of the Police data system and the New York State TraCS system is complete. TraCS produces a traffic ticket and accident report, including associated documents such as supporting depositions, in the police vehicle using a computing device and printer. The "electronic" ticket or accident report is then transmitted to a central server in Albany and subsequently routed to the Department of Motor Vehicles, Office of Court Administration (OCA) and Department of Transportation. The OCA then makes the "electronic" tickets available for download to local courts.

Parking Tickets – Admit Computer Services is working on the City's Parking Ticket module. We are currently waiting on delivery of handheld ticketing device. Access to the system will be via the Citrix system.

Police Data - The Police Department now has the capability to utilize the full desktop version of the Impact system in addition to the mobile version of the system in the field. Access to the complete system should improve productivity and contribute to both public and office safety. Access to the system is made possible via the Citrix system.

Wastewater SCADA System - A modification to the original plan for updating the interface to the Wastewater monitoring system involved installing four 48" displays and integrating these with the National Instruments Lookout system.



National Instruments Lookout Scada System - Large Format display at Wastewater

Watertown Weather - An automatically updated web page delivering data from the weather station on top of the Newell Street DPW facility has been developed as an addition to the City web site. The link is available from the home page www.watertown-ny.gov or directly at www.watertown-ny.gov/weather.

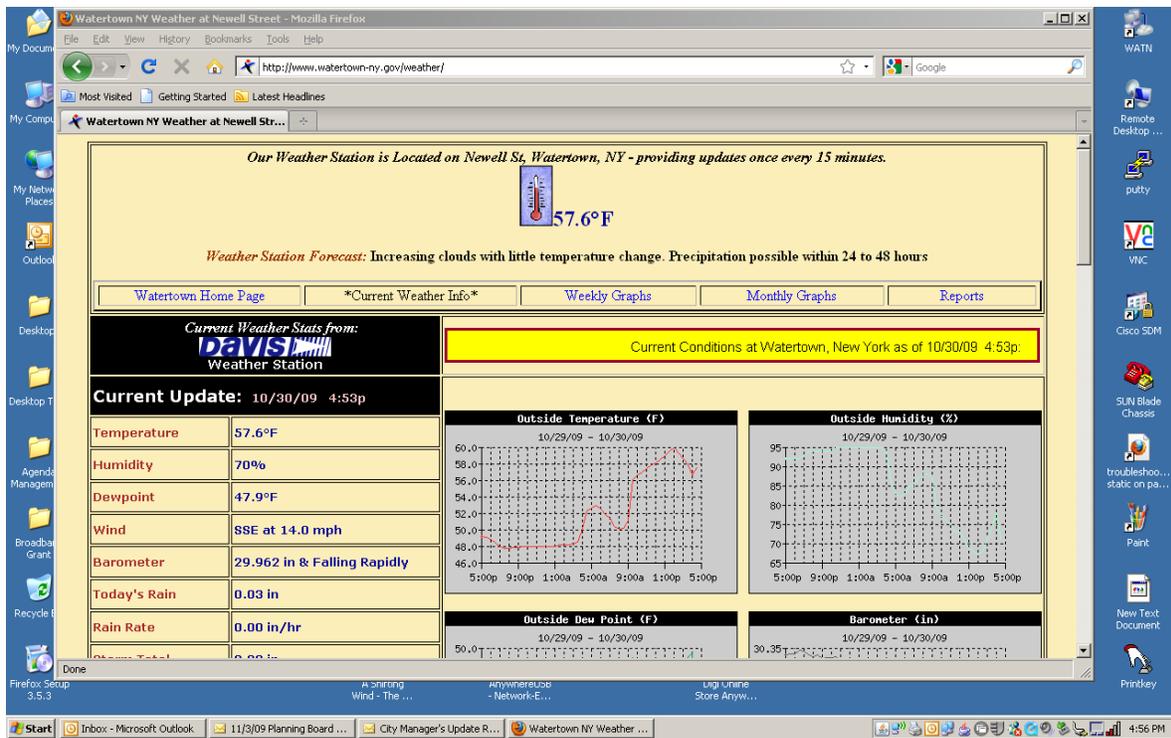
Weather Station



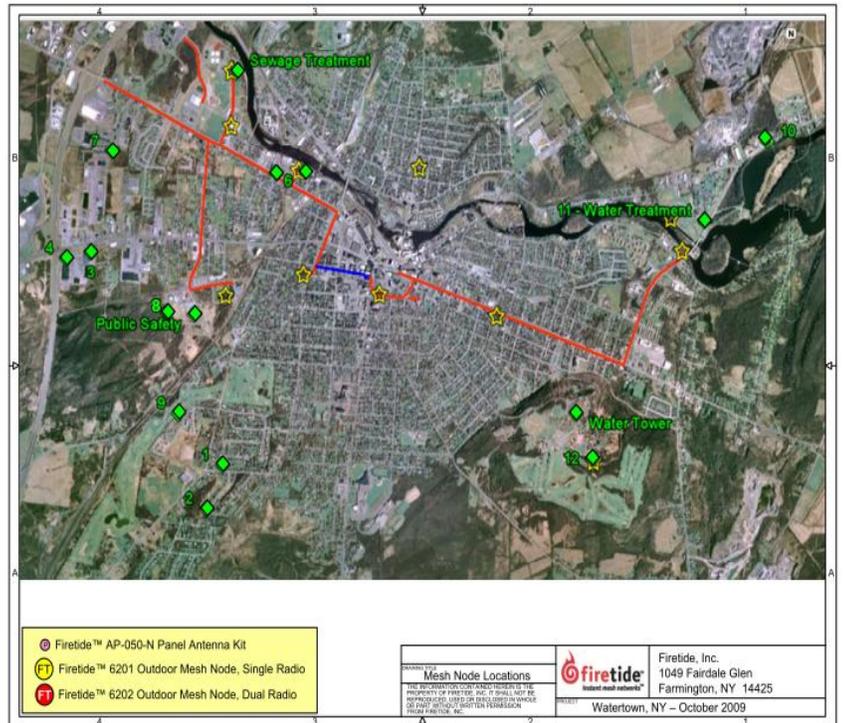
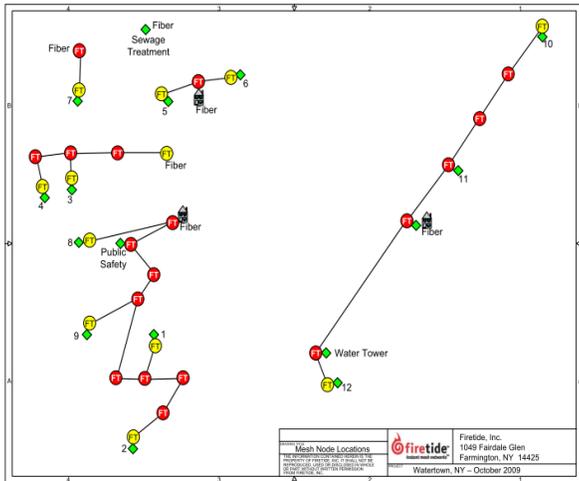
Weather Data Acquisition System



Web site - <http://www.watertown-ny.gov/weather>



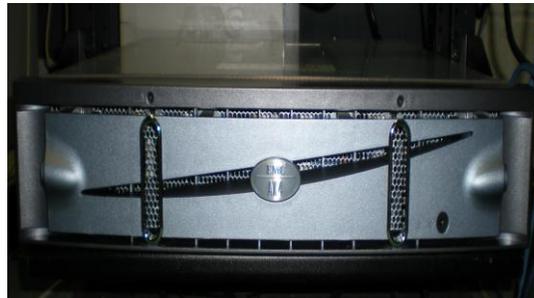
Wireless - By adopting a holistic approach to wireless data requirements for the City it may be possible to reduce costs while implementing a wireless system that will support current wastewater data needs as well future public safety data initiatives. A submission for funding this project under the Broadband Technologies Opportunity Grant Program is anticipated in November.



Storage Update - 6 Terabytes of data capacity is being added to centralize and virtualize storage for the virtual machine infrastructure being implemented by IT. The increased capacity will make it possible to access video from the DPW sewer video system from any desktop.



Video recording System



ISCI Storage System

Document Management Project - The IT department is preparing a grant application for submission to the New York State Archives Local Governmental Records Management Improvement Fund (LGRMIF) to fund in-house implementation, support and development of an open-source document and records management system. The grant application will request funding for training staff to implement and support these tools. IT staff meet with open source developers and system integrators to develop a road-map for the project. There is a very definite and long-term benefit from adopting an open-source approach for IT systems.

City Council and Planning Board Agenda Update - Complete, bookmarked copies of the City Council and Planning Board agendas with supporting documentation are now available on line in PDF format at the City Web site.

Video Conferencing System Integration - IT staff is working to complete integration of the Citibus video conferencing system. Outbound videoconferencing capability has been established and network upgrades to enable inward conferencing are underway. The videoconference system is located at the Citibus facility on Newell Street. An electronic whiteboard and a large format video projection system have also been installed at the facility.

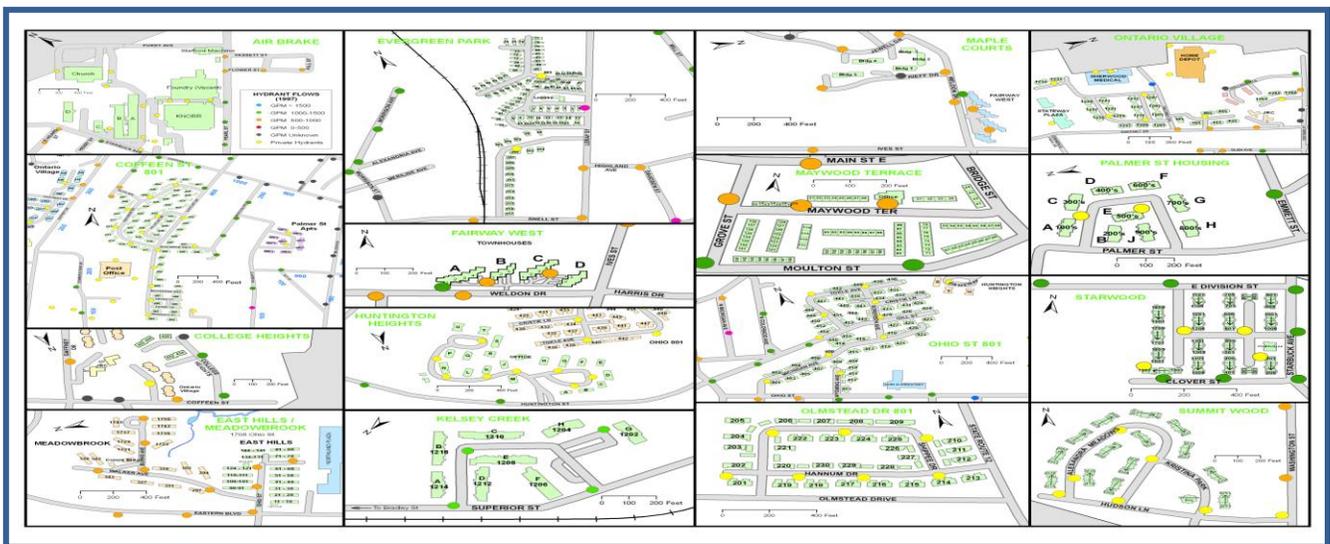
Thin Client Deployment Update - 32 thin client computing devices have been deployed in various offices throughout the City. These devices deliver centralized applications from the City Citrix system. Deployment of these devices permit centralizes management of applications and data. Additionally a trial deployment of remote application access is underway.

Training - IT staff attended in the 25th Annual New York State GIS Conference at Lake Placid on Oct 25 and 26.

Hydrant Map - Per request from the Fire Department, the 18” x 24” Truck map was modernized. This framed map is carried in every FD vehicle to aid in event analysis. One side contains a city-wide map while the other side has detail maps of 16 apartment complexes. Expanded apartment views are available in a binder and will be included in the pre-plan for each area. Details of additional areas will be included in the binder.

This request required the color-coding of the city hydrants based on their capacity to flow water, allowing an informed decision of hydrant selection to be made on the way to the fire. A total of 20 maps were combined in this project. This required the collusion of the Fire Department to field check addresses and the Water Department to provide flow data.

Each map was optimized for visibility of hydrants and clarity of information. Each insert contains a scale bar to allow distance estimation for hose placement. Continual refinement will occur as a product of in-use feedback



FIRE DEPARTMENT:

Fire Investigation Team of the Year - The City Of Watertown has been awarded the Fire Investigation Team of the Year award by The New York State Chapter 23 Fire Investigators. The award stems from the fire at 201-205 Academy St. on December 8, 2007. The fire was difficult to extinguish and investigate. Noteworthy is the lifesaving effort of Firefighters Keith Grant and David Johnston, who received the Benjamin Franklin Metal of Honor for their actions during the fire. Challenges in the investigation due to collapse safety concerns were addressed by using department confined space assets to shore up and stabilize the building allowing entry for City personnel and the NYS Office of Fire Prevention and Control Canine Unit.

After a one week trial, Carlos L. Rivera was sentenced to 25 years for 2nd degree arson, two counts of 2nd degree assault, 2nd degree menacing, 1st degree endangerment and burglary. The Investigation team was comprised of the following individuals:

City Fire Department

Patrick Wiley, Battalion Chief
Dale Herman, Battalion Chief
Joe Compo, Fire Captain
Russ Randall, Captain
Scott Kolb, Firefighter

Jefferson County District Attorney's Office

Cindy Intschert, District Attorney

City Police Department

Steve Backus, Detective
Officer Chris Cush

NYS Office of Fire Prevention and Control

Mike Knowlton, Investigator
Fred Bachner, Investigator
James Ryan, Investigator
Shadow, K9

Training- Battalion Chief David Lachenauer completed his first two weeks of the Executive Fire Officer Program at the National Fire Academy in Emmitsburg, Maryland. Department wide training was conducted in River Rescue, and Interior/ Exterior Shoring. A Hazardous Materials Specialist course was given to a limited number of department personnel.

Recruitment- In conjunction with Watertown Civil Service, the annual agility test was given at the Massey St. Station. Out of a potential 34 candidates, 21 candidates tested and 17 passed, resulting in the highest success rate we have had to date.

Fire Prevention Bureau- Has been very active over the past two months, with their regular work load and special activities that include a number of engine house tours, eight fire extinguisher training sessions, Career Day at JCC and Case Middle School, school inspections, numerous public education sessions at schools in the City, truck visits to JRC and 4-H event at Fairgrounds, and in-service training for CREDO employees.

PLANNING DEPARTMENT:

Bicentennial Park and Marble Street Park – The project plans and specifications were put back out to bid on October 14th with bids due back on December 10th. Held a pre-bid meeting with interested contractors on October 27th. Nine contractors have requested plan sets to date, and six contractors showed up to the pre-bid meeting and site walk through.

Black River Parks Project – The project is finally complete and staff has been processing the final payment to the contractor and final reports to the State. The DPW will be completing lawn restoration work on the west side of the park in the spring.

Black River Park Signs – The new signs for the waterfront parks have been finalized and ordered. Proofs from the sign company were approved on October 28th. Finished signs are expected to arrive for installation by mid-November. Hardware to install the signs has already been received by DPW. Site locations for the signs will be marked out by early November and installation by DPW is expected to take place by mid-November.



Brownfields – Lu Engineer’s met with our DPW and Planning staff to set up a time to clear the brush on the landfill portion of Sewall’s Island. Clearing began on October 29, 2009 and is still underway. Lu Engineers is planning to begin the geophysical work on the landfill portion of the Island during the first week of November. They intend to be on the Island implementing their remediation plan for the next month or so. A no cost time extension has been granted to the City on our ERP grant to allow the City to continue the Sewall’s Island project.

Staff submitted an EPA cleanup application to the EPA on October 16, 2009 for the Ogilvie site. There was a public meeting held to get feedback from surrounding property owners that was quite successful. Information on the demographics of the area was gathered that strengthened the application from last year. The grant awards will be announced sometime in the spring.

Contact with the EPA on our grant from 1998 that was spent on Sewall’s Island has been productive in gaining information on all of the final reporting that is due for this grant. These reports are due to the EPA by the end of December to close out the \$200,000 assessment grant.



Crow Roost Management Program – Staff has been working with the United States Department of Agriculture Wildlife Services for the 2009-2010 Crow Roost Dispersal Program for the City. Wildlife Services is likely to begin their work sometime in December or early January.

Franklin Building – This Restore NY funded project has finally cleared the last funding hurdles and should be recommencing work shortly. The shell and façade part of the project, funded under Restore NY, is scheduled to be completed by June 2010. An extension on this grant was requested and received to allow for the new time line.

Franklin Street Streetscape Improvements – On August 3, 2009, the City Council authorized Staff to apply for an amendment to the City’s 2007 Small Cities Community Development Block

Grant to allow the City to complete streetscape improvements on both sides of Franklin Street from the end of the Public Square Streetscape Project to Goodale Street. The State has approved the modification to the City's grant and Staff has completed the Request for Qualifications process for the design work. The project is expected to be under construction in the spring.

J B Wise Reconstruction Project – Lu Engineers is working on the final bid package. The City was notified that we were not funded under the Upstate Regional Blueprint Fund that was applied for in June, so Staff is looking at various ways to cut costs on this project to bring it into alignment with the current available funding.

Local Waterfront Revitalization Program – Working with NYS DOS to complete the required proposed revisions to the zoning for the LWRP document so that it can be sent out for 60 day review. Will continue to work with NYS DOS to complete this project as quickly as possible. Upon completion of the plan, the City Council will be required to adopt the plan; then the proposed zoning changes will be sent through the necessary process.

Planning Board – In September, the Planning Board recommended approval for one special use permit and two site plans. The Special Use Permit was submitted by Charles and Lynne Bates to allow a Tattoo and Body Art Parlor located at 125 J.B. Wise Place. One site plan request was submitted by Julian Clark of Plumley Engineering, on behalf of Hemisphere Management, for the construction of a 52,601 square foot hotel, a 57,190 square foot hotel, and a 6,000 square foot restaurant located at VL-2 Gaffney Drive. The other site plan request was submitted by Timothy F. Titus, of Aubertine and Currier, on behalf of Hospice of Jefferson County to build a 17,000 square foot residential center at 1398 Gotham Street, Parcel Number 13-18-103.200.

At the October 2009 meeting, the Planning Board recommended approval for one site plan. This site plan was submitted by Peter Clough of 4.0 Construction Management and Consultants, on behalf of Robert Freeman, for the addition of a rear drive and new lighting located at 1067 Marble Street.

Riverview Plaza – This Restore NY funded project is almost complete. Approximately 2/3 of the grant has been drawn down already, with the next request being submitted in November. The project should be completed and ready for close out by the end of the year, or shortly thereafter.

Street Tree Program – The City was recently awarded a \$5,000 grant from the Northern New York Community Foundation's Carolyn Whitney Fund for the City Playgrounds Tree Planting Project. The grant will pay for the planting of 25 trees at six playground sites in the City including the East Hills/Meadowbrook, Hamilton, Academy, Portage, Kostyk and Ninth Ward Playgrounds. Staff has been preparing project plans, specifications and contract documents and will oversee the implementation of the project in early November.

Working with the Engineering Department, Planning Staff also developed a tree planting location design for the Breen Avenue Reconstruction Project. A \$12,000 grant awarded last year by the NYS Department of Environmental Conservation through the Urban and Community Forestry Grant Program will provide funding for the planting of 40 trees along Breen Avenue after the street is reconstructed.

Staff has also been inspecting National Grid’s gas main installation work on South Indiana Avenue and Thompson Boulevard throughout the summer. The City requested and National Grid agreed to minimize the impact to over one hundred City street trees along these streets. National Grid utilized directional boring techniques to install the gas main. This process involves drilling underneath the root systems rather than digging an open trench along the trees which would have severely compromised the root systems and health of the trees.

Over the last two months, Staff responded to numerous tree related calls such as requests for pruning, disease and insect concerns and tree planting requests. Six hazard tree evaluations located throughout the City were also conducted.

Wayfinding Signs – The proposed wayfinding signs and location map were sent to NYS DOT for final approval. NYS DOS has approved the signs contingent on the NYS DOT approval. Once approval has been granted the signs will be converted to the proper software for DPW. DPW will produce and install the signs as their schedule allows. In addition, a list of signs to be removed was completed and forwarded to DPW and NYS DOT for their respective areas of the City. The grant for these signs expires at the end of the year, which means that all materials for their production has to be purchased prior to December 31st, but installation can be done as the production is completed.



Woolworth Hotel – This project was recently awarded a \$2.5 million Restore NY grant. The developers are currently submitting applications for New Market Tax Credits and Historic Tax Credits to complete the financing picture for this project. The project is expected to get underway sometime in late 2010.

ZBA – The Zoning Board of Appeals did not hold a meeting in either September or October since no variance applications were submitted.

DEPARTMENT OF PUBLIC WORKS:

Street Paving Program – The street paving schedule is wrapping up for the 2009 construction season. This season crews completed surface milling and paving projects on Brainard Street, Brook Drive, Haney Street, Orchard Street South,



Paddock Street and Sherman Street.



In addition to the milling operations, crews have also performed shim & overlay projects on Barben Avenue,

Bronson Street, Marra Drive and Mill Street. The Bronson Street, Marra Drive and Mill Street projects each included the placement of concrete pin-on curbs.

Pavement maintenance operations are continuing. On Black River Parkway and Massey Street, crews ground out and repaired the distressed areas. Crack Sealing operations are performed weekly at various locations throughout the City. Street Sweeping operations are performed daily with the Downtown Business District on a weekly rotation. Year-to-date crews have placed a total of 7,955 tons of asphalt and poured 285 cubic yards of concrete.



Arsenal Street Vendor Placed Pavement Project – In preparation for the vendor placed pavement project, DPW crews reconstructed portions of the concrete road base, assisted with the milling operations, repaired and/or replaced the sewer structures and developed the striping plan for Arsenal Street. Upon completion of the vendor placed pavement portion of the project, crews marked the layout for striping and painted the crosswalk and intersection markings. This project was funded with Stimulus and local dollars.

City Hall Driveway Approach Repair & Parking Lot Overlay – The road maintenance crew placed a two inch (2”) asphalt overlay on the City Hall parking lot. Prior to the overlay, crews made repairs to the base in several areas, lowered the driveway approach along Sterling Street, repaired/replaced the sewer structures and relocated the light pole and base. Upon completion of the overlay, a crew marked out the parking stalls and painted the striping.

Concrete Projects – The concrete crew installed a total of 2,625 linear feet of concrete pin-on curb as part of the Bronson Street, Marra Street and Mill Street projects. In addition to the curb work, the crew excavated and replaced damaged sidewalk blocks along Mill Street and several handicapped access corners located at various intersections within the City. The crew also excavated, set and poured concrete footers for a covered bridge that will be placed within the Arsenal Street Cemetery. The bridge will be placed by a volunteer group focused on enhancing the cemetery.



Emmett Street Storm Sewer Installation – A stormwater collection system was installed along Emmett Street to address the surface water issues that were occurring at the intersection of



Palmer Street and Emmett Street intersection. Site restoration operations are currently being performed by Buildings & Grounds crews.

Sanitary and Storm Sewer Infrastructure – Sewer Crews have investigated a total of seventeen (17) sewer back-ups, repaired residential laterals, five (5) sanitary sewer mains, twelve (12) storm drainage structures and

twelve (12) sanitary sewer structures. In addition to the repair work, crews have performed maintenance operations of the Loomus Drive storm drainage system and are currently constructing a drainage system to address the surface water run-off that is eroding the walkway and causing ice issues in the winter along Green Street.

Plow Shed (521c Newell Street) Gas Service – DPW crews excavated a trench approximately one hundred twenty feet (120') in length through the DPW courtyard to the plow shed for the installation of a new dedicated gas service. DPW coordinated the gas main installation with National Grid and the new service is now in operation.

The 2009 Fall Fest Event – The Downtown Business Association hosted this year's Fall Fest event on September 12, 2009. The event was located on the north side of Public Square. DPW crews installed electrical hook-ups for the vendors and worked with the Watertown Police Department to develop a traffic control plan for the event. The variable message board signs were set-up prior to the event to give advance notice of the lane closures and traffic control devices were placed the morning of the event. Upon the event's break-down, street sweeping operations were performed and the area re-opened to traffic.

Washington Street Signal Installation – Construction of the Washington Street/Hudson Lane traffic signal is complete. The traffic signal was activated the week of September 7th. Site restoration operations were performed by Buildings & Grounds crews.

Kostyk Field Lighting – The Electric Department removed the old lighting at Kostyk Field and replaced the lighting with new fixtures. A triple spot light was installed as a replacement. Once installed, the spot lights were adjusted to light the playing field, the change shack and the parking lot.



Veterans' Memorial Walkway Grounds Maintenance – Buildings & Grounds crews are completing clearing and grubbing operations along the Veterans' Memorial Walkway. Clearing and grubbing operation are performed annually along the walkway to remove the brush and trim back the trees obstructing the Black River.

Thompson Park Stonework Repairs – The stone stairway leading into Thompson Park from Park

Circle was damaged by vandals. The vandals knocked out portions of the stone wall railings and broke a stone bench located within the wall. There was also a motor vehicle accident that occurred within the park. In the accident, one of the stone pillars at the entrance to the park was destroyed. A local contractor was hired to make repairs to the stonework along the stairway and reconstruct the stone pillar.



Parks & Recreation Programs & Events – The Fairgrounds Complex, Thompson Park and Watertown Municipal Arena have been preparing for the winter season. The shows and event scheduled this Fall have included the annual Bravo Italiano and Saturday Farmers Markets at the Arena. The Champion Material Greater Watertown Pop Warner and Cheerleading Event, fund raisers for Alzheimer and Autism, various high school and college games and Semi-pro Football were held within the Fairgrounds Complex and numerous benefit walks within Thompson Park. Walks included the Kidney Walk, “Out of the Darkness” walk for Suicide Prevention, the Aids Walk and the Breast Cancer Walk. In addition to the benefit walks, activities such as the YMCA – National Night, an Ice Cream Mania to benefit the Alzheimer’s Association, a North Country Artist Guild Event and the Agricultural Expo sponsored by the Cornell Cooperative Extension were all held at Thompson Park. Each event requires the assistance from Parks & Recreation, Department of Public Works and other municipal departments for the set-up/preparation of the event, set-up/preparation of the event’s electrical requirements, event parking and the event break-down.



Multi-Purpose Field #2 Site Work – A DPW crew is in the process of relocating multi-purpose field #2 within the Fairgrounds Complex. The field will be moved approximately fifty feet (50’) from its current location towards the Black River. The move is being completed to increase the safety of its users by providing a larger buffer area between the playing field and the roadway.



Ice Installation for the 2009-10 Season – On September 14th, crews began preparing the Municipal Arena for its winter operations. Dasher boards, bleachers, matting and netting were installed and the locker rooms were transformed. The refrigeration system was fired up on September 17th and the first of approximately eighty (80) coats of ice was applied on September 20th. Once the initial coats are applied, the ice surface is painted white. Several more coats are required to build up the surface to about half an inch (1/2”). When the ice is about half an inch (1/2”) in thickness, a crew hand paints the lines and markings. Once the lines and marking are down, the ice is built up another three-quarter of an inch (3/4”) prior to using the Zamboni. Ice is maintained to a thickness of approximately one inch (1”) throughout the season. The Arena’s ice was ready for use by public and private programs on September 26, 2009.



Watertown CitiBus – Watertown CitiBus participated in the senior health fair held at the Watertown Municipal Arena. Representatives from CitiBus set-up a booth at the fair to answer questions regarding services offered and route schedules. Watertown CitiBus has also received the audio/video equipment purchased for the training facilities with the Section 5311 grant



funding. The equipment was installed and the Electric Department assisted with providing power and network connections required to operate the equipment. Initial use of the equipment occurred the first week of October when DPW held its annual OSHA Safety Training within the newly establish large group training facility.

The Fall Bulk Item Drop-off Event – This bi-annual event provided city residents with the opportunity to dispose of their bulk items. The

event took place at the Fairgrounds Arena Parking Lot on Saturday, October 24th. A total of 137 customers attended the event disposing of 29.9 tons of residential waste and 5.61 tons of scrap metal.



Vehicles & Equipment – The City took possession of two (2) new pieces of equipment within the months of September and October; a new urban snow plow (1-022) and a multi-purpose utility machine (1-088). The snow plow will replace the current 1-022, which is a 1978 Mack. The Mack will be retired from the fleet. The multi-purpose utility vehicle is an all-wheel steer and four-wheel independent suspension machine complete with a 60-inch snow blower, rear sanding unit and front mower. In addition to the vehicles, the Sign Department is experimenting with a vandal resistant overlay material for sign. The material allows spray paint and other markings to be wiped off the sign face without damage to the sign. The material will be tested on signs regularly replaced due to vandalism.

Training – Department of Public Works personnel participated in the OSHA Safety classes and a refresher course for the 40-hour Hazmat training. Personnel were also re-certified for fork lift operation and confined space entry.



POLICE DEPARTMENT:

Dedication – On September 11th, members of the Watertown Police Department participated in the dedication on the **Fish Island Pavilion** in the Village of Dexter. The pavilion was in memory of the late Dexter Police Chief Samuel A. Johnson who was killed in the line of duty on September 11th 1987. The family of Chief Johnson was presented with a plaque from the Watertown Police Department honoring his service to the community. The Fish Island Park is now a recreation area in place for all to enjoy. The newly dedicated Pavilion is the cornerstone of

the renovation project and members of WPD and our Honor Guard were proud to be able to participate in honoring a local hero.

Police Civil Service List – On Saturday October 3rd members of the PD assisted the Civil Service Commission with administering the physical agility test for police candidates. The written test was given in May and certified in August. This test was offered to 22 persons on our list of 121 who received passing grades. Out of the 22, 12 appeared for the test and 10 passed. This testing consists of running a timed mile and a half, pushups and sit ups. If openings are to be filled in the near future, we have ten candidates to choose from.

Jefferson Community College Career Day – On October 20th members of WPD participated in a career day held at JCC for the students. Police and Fire teamed up with Civil Service to answer questions about our testing and hiring process for prospective candidates. Many students posed questions and after the morning of visiting each employer's table there was a panel discussion in the auditorium. This allowed faculty and students to ask questions of the panel. Several hundred students participated so we had an opportunity to provide information to many potential employees.

Jefferson Community College Internships – WPD sponsors two student interns for the fall semester of Criminal Justice Program at JCC. Two students spend 90 hours with officers to learn the day in and day out duties of patrol officers. They are responsible to keep a journal of their observations and write papers pertaining to their studies. This gives students a real first hand view of what police work actually is and helps them decide their career path.

Mayor's Prayer Breakfast – On October 26th the second annual Mayor's prayer breakfast was held at the Carriage House Restaurant. The religious community and pastors of Watertown sponsor this event to open the lines of communication between religious and government and to pray for the betterment of the City, its leaders and staff. The guest speaker gave an informative talk on "Overcoming the Great Divide." Several members from the Police Department were in attendance as well as other city departments and leaders in the community.

Notable Cases – September and October 2009

- On October 5th, uniformed patrols as well as fire and EMS were sent to a personal injury rollover accident where a minivan crashed through a guard rail on the Arsenal St. Bridge. The van took down a light pole and then rolled down the hill into the Travelodge Hotel parking lot. The 20 year old driver and his 15 year old passenger escaped with minor injuries but were transported to SMC to be checked out. The driver was charged with several charges as a result of the investigation. Charges are **Reckless Endangerment** which was filed because the operator was inhaling the contents of an air duster can causing him to lose consciousness. **Endangering the welfare of a child** count was lodged as the 15 year old should have been in school. He also was ticketed for unlicensed operation and failure to keep right. The suspect has been released pending Grand Jury action. Additional Charges are also anticipated.
- On October 18th, a 31 year old male was stabbed outside a restaurant located at 65 Public Sq. The injury was a puncture/slice to the abdomen which also hit the victim's liver. WPD patrols and Detectives interviewed witnesses and determined the name of a suspect.

Through investigation they learned that he took a taxi to a Carthage, NY residence. Detectives responded to Carthage and with the assistance of New York State Police located the suspect. While talking with the suspect the officers observed a double barrel shotgun which was found to be fully loaded. They also found the suspect in possession of a military issued bullet proof vest with attached ammo carried with several more shotgun shells. The suspect was detained and later charged with **Assault second degree a felony**. Charges are pending in regards to the possession of the shotgun and bullet proof vest. The suspect has been convicted of felonies, served jail time and is currently on parole.

- On October 26th WPD patrols were detailed to High Street on a report of menacing where one male pointed a gun at another. The suspect fled in a car and patrols quickly alerted other county patrols providing a car description and direction of travel. A short time later a Sheriff's patrol observed the car being operated on State Rt. 11 north of the city. A pursuit was started and the suspect was apprehended by Sheriff and State Patrols. A citizen who witnessed the pursuit contacted patrols advising that he observed a dark object being thrown from the car being chased by the police. The witness, a Fort Drum Soldier directed police to an area on State Rt. 11 just outside the city. Patrols searched and located a .9mm handgun. The suspect was charged with **Menacing, Possession of a Weapon and possession of Drug paraphernalia**.

WATER DEPARTMENT:

Arcade Street Water Main Replacement – Construction work on the Arcade Street water main replacement project began on September 2, 2009. The project included extension of a 2” and a 6” water service for Jefferson County buildings and the termination of an old 6” water main on Arsenal Street. Three additional older service lines were dug and terminated in Arsenal Street, as well. Water department personnel began working on the relocation of these services and termination of the older 6” water main first, so that the mill and fill operation in Arsenal Street could proceed on schedule and the water main work would not hold up that project. The project was completed on October 13, 2009.



EXTENDING 2” SERVICE IN ARSENAL STREET



ARCADE STREET, IN FRONT OF TV STATION

Shared Municipal Services Incentive Grant – A Disinfection By-Products Study to find the most cost effective methods to deal with stricter federal regulations that will affect the treatment processes for water produced at the City of Watertown water treatment facility to deal with the development of disinfection by-products that occur as water passes through and spends time in the distribution systems is proceeding well. The City Council approved the Agreement for Professional Services with Hazen and Sawyer, P.C. at the April 20, 2009 meeting. Since that date a kick-off meeting was held on May 6, 2009 and the first “workshop” was held on June 24, 2009. The consultant has taken samples of settled water and performed a myriad of tests on it to assist in determining how to best attack the problem.

The second workshop was held on October 5, 2009 to review the data gathered on distribution system DBP levels and discuss proposed treatment alternatives. A second round of bench testing was also undertaken by the consultant to collect data on raw water quality during the warmer season for comparison with the samples taken earlier in the year when the river water was much colder. Work on this project will continue through the winter and spring and is scheduled to be completed by July 2010.

Water Service Work – Distribution crews continue to install and repair water service lines in the City. Since July 1st of this year, six water services have been replaced, nine services have been repaired, and one new 2” service has been installed for the new field house at the IHC high school. A 6” service line on West Main Street was discontinued after it was found to be leaking and was no longer servicing an active account.



TRAFFIC CONTROL – 2” WATER SERVICE REPLACEMENT ON MILL STREET

Distribution Crews have repaired 69 city owned fire hydrants and replaced four that were damaged by accidents. They have also repaired three private hydrants and replaced one at Centennial Apartments. They have just begun the annual inspection and winterization of all city owned fire hydrants.



NEW HYDRANT ON SEYMOUR STREET



NEW HYDRANT ON ARSENAL STREET

Distribution Crews replaced or repaired valve box top sections and risers on Sherman Street, Barben Avenue, and Arsenal Street in conjunction with paving projects on these streets. Numerous valve boxes and curb boxes have been repaired or replaced.

Distribution Crews have been working with ISO personnel and Fire Department and the City's IT personnel in performing fire flow testing and updating of City GIS mapping of the fire hydrants with fire flow data to assist in response to fire emergencies and for future planning purposes.

Crews have repaired water main breaks on Holcomb Street, Superior Street, and Sherman Street since July 1st. A private 8" water main in the Arsenal 801 complex was also repaired by City crew.

Crews have performed brush removal and maintenance at the reservoirs in Thompson Park and at Water Works Park.

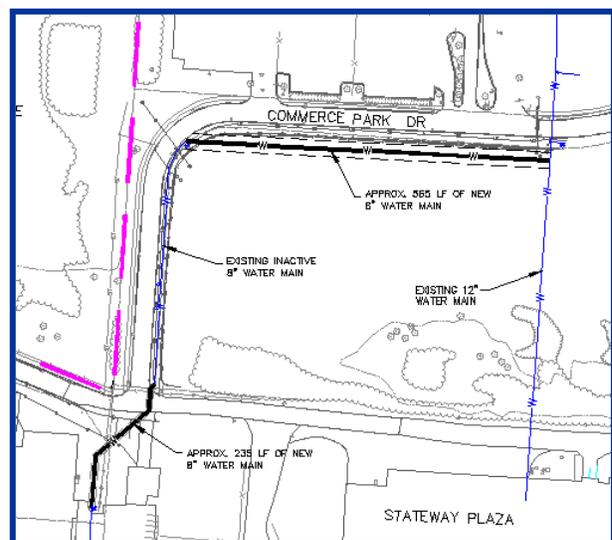
Distribution personnel have responded to approximately 500 requests for UFPO locations for work on various utilities in the City.

Water Meter Replacements – The meter service crew continues to install the radio reading meters as water meters are replaced for various reasons. 135 radio reading units have been installed since July 1, 2009 and there are currently 901 radio read units in the system. This is approximately 11% of the water meters in the city. We plan to continue replacing damaged or outdated meters with radio read style meters, as well as setting them in all new installations.

Radio reading capability has made reading meters in pit settings much safer and has made reading meters at multiple unit housing developments faster and safer, as well.

Commerce Park Drive Water Main – The City Council approved a budget amendment on September 28, 2009 for funding the cost of extending the water main on Commerce Park Drive to accommodate future development in the area. Bids for pipe and materials were approved by the City Council on October 19th, paving the way for the construction to begin. City Water Department crews will install approximately 800' of 8" water main on this project.

MAP SHOWING PROPOSED WATER MAIN EXTENSIONS ON COMMERCE PARK DRIVE



Work is scheduled to begin this fall on the Stateway Plaza end, with completion slated for the spring of 2010. We are still waiting to hear back from the plaza owners to make sure that they are receptive to our starting work on the easement on their property this late in the season.

Bi-annual Shut-off of Delinquent Water/Sewer Accounts – The department mailed notices to the owners of 996 delinquent water/sewer accounts on September 23, 2009. The amount outstanding on those accounts was \$185,029. As of the close of business on October 16, 2009 there were 176 accounts that were still delinquent and facing termination on October 19th. The outstanding amount on those accounts was \$26,204.86.

Distribution crews physically shut off the water services to 90 accounts on the first day and there were approximately 10 additional services that needed to have the curb stop dug up or repaired before the service could be terminated. 4 accounts had been shut previously for various reasons.

As of October 25, 2009, there were 25 accounts that remained unpaid and were still shut.

Water Treatment Plant, Miscellaneous - Water Treatment Plant personnel have replaced all three rail systems on the pumps at the low lift pump station.

Water plant personnel assisted representatives of the New York State Department of Health (NYSDOH) in performing a comprehensive performance evaluation on our facilities.

An RPZ, backflow prevention device has been installed on the filter backwash system to comply with a requirement that resulted from the annual NYSDOH plant inspection.

Water plant personnel have assisted our consultants with collecting data and water samples for the work associated with the Disinfection Byproducts Study that is currently being performed on the plant processes and distribution system. The DBP study is approximately 50% complete.