

**CITY OF WATERTOWN, NEW YORK  
AGENDA**

This shall serve as notice that the next regularly scheduled meeting of the City Council will be held on Monday, April 5, 2010, at 7:00 p.m. in the City Council Chambers, 245 Washington Street, Watertown, New York.

**MOMENT OF SILENCE**

**PLEDGE OF ALLEGIANCE**

**ROLL CALL**

**ADOPTION OF MINUTES**

**COMMUNICATIONS**

**PRESENTATION**

Retirement of Fire Chief Milton M. Sayre

**PRIVILEGE OF THE FLOOR**

**RESOLUTIONS**

- Resolution No. 1 - Accepting Bid for 13 Heat Pumps at the Flower Memorial Library, Derouin's Plumbing and Heating
- Resolution No. 2 - Accepting Bid for Slurry Pumps for Pollution Control Facility, Fluid Kinetics Inc.
- Resolution No. 3 - Summer 2010 Sidewalk Improvement Special Assessment Program, District #6
- Resolution No. 4 - Request for Site Plan Approval for the Construction of 180 Square Feet, 650 Square Feet and 2,000 Square Feet Building Additions for Tilted Kilt at 1050 Arsenal Street, Parcel No. 8-47-101.001

**ORDINANCES**

- Ordinance No. 1 - Approving the Zone Amendment Request Submitted by Ryan Churchill of GYMO, P.C. on behalf of Patrick Donegan of Millennium Development, to amend Planned Development District No. 23, Parcels Nos. 8-53-102.001, 8-53-103.100, 8-53-106.100, 8-53-107, 8-53-108.100, 8-53-110, and 8-53-114

## **LOCAL LAW**

Local Law No. 1 - Amending Local Law No. 1 of 1994 as Amended by Local Law No. 6 of 1995, Local Law No. 1 of 2001, Local Law No. 1 of 2003, Local Law No. 7 of 2005, and Local Law No. 14 of 2005, Revising the Designated Boundaries of the Watertown Empire Zone

## **PUBLIC HEARING**

7:30 p.m. - Public Hearing on Draft Local Waterfront Revitalization Program

## **OLD BUSINESS**

## **STAFF REPORTS**

1. Bi-Annual Shut-Offs, Delinquent Water and Sewer Bills
2. Federal Appropriations Request, Senator Charles E. Schumer
3. Fiscal Year 2008-09 Audit Report
4. Funding Request, Jefferson County Agricultural Society
5. Annual Drinking Water Quality Report for 2009
6. Grant from Jefferson County Local Development Corporation
7. Boards and Commissions
8. 2010-11 City Council Goals and Objectives
9. Executive Summary Report, Short Term, High Intensity Monitoring Program

## **NEW BUSINESS**

## **EXECUTIVE SESSION**

## **WORK SESSION**

## **ADJOURNMENT**

**NEXT REGULARLY SCHEDULED CITY COUNCIL MEETING IS MONDAY, APRIL 19, 2010.**

Res No. 1

March 31, 2010

To: The Honorable Mayor and City Council

From: Mary M. Corriveau, City Manager

Subject: Accepting Bid for 13 Heat Pumps at the Flower Memorial Library,  
Derouin's Plumbing and Heating

The City Purchasing Department advertised and received sealed bids for the purchase of a 13 new and unused Heat Pumps to replace the existing units at the Flower Memorial Library. The installation work will be performed by City staff.

Invitations to bid were issued to five (5) prospective bidders with two (2) bids submitted to the Purchasing Department where they were publicly opened and read on Monday, March 29, 2010.

City Purchasing Agent Robert J. Cleaver reviewed the bids received with Shawn R. McWayne, Code Enforcement Supervisor. It is their recommendation that the City Council accept the bid submitted by Derouin's Plumbing and Heating, Watertown, New York, in the amount of \$29,221.00 as the lowest bidder meeting our specifications.

The bids submitted are detailed in the attached report of Mr. Cleaver. The funding to support the purchase of this equipment was appropriated in the Library Fund operating budget for 2009-2010.

A resolution accepting the bid has been prepared for City Council consideration.

# RESOLUTION

Page 1 of 1

Accepting Bid for 13 Heat Pumps at the Flower Memorial Library, Derouin's Plumbing and Heating

Council Member BURNS, Roxanne M.  
 Council Member BUTLER, Joseph M. Jr.  
 Council Member MACALUSO, Teresa R.  
 Council Member SMITH, Jeffrey M.  
 Mayor GRAHAM, Jeffrey E.  
 Total .....

YEA	NAY

***Introduced by***

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WHEREAS the City Purchasing Department has advertised and received sealed bids for the purchase of 13 new and unused Heat Pumps to replace the existing units at the Flower Memorial Library for installation by City staff, and

WHEREAS invitations to bid were issued to five (5) prospective bidders, with two (2) bids being received and publicly opened and read in the City Purchasing Department on Monday, March 29, 2010, and

WHEREAS City Purchasing Agent Robert J. Cleaver and Shawn R. McWayne, Code Enforcement Supervisor, reviewed the bids received and are recommending the acceptance of the bid submitted by Derouin's Plumbing and Heating, Watertown, New York, in the amount of \$29,221.00 as the lowest qualifying bid meeting the City's specifications,

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Watertown, New York hereby accepts the bid in the amount of \$29,221.00 submitted by Derouin's Plumbing and Heating, 139 Mill Street, Watertown, New York, for the purchase of 13 new and unused Heat Pumps.

**Seconded by**



# CITY OF WATERTOWN, NEW YORK

ROOM 205, MUNICIPAL BUILDING  
245 WASHINGTON STREET  
WATERTOWN, NEW YORK 13601  
Tel. (315) 785-7749 • Fax (315) 782-9014

ROBERT J. CLEAVER  
PURCHASING AGENT

March 30, 2010

To: Mary Corriveau  
From: Robert J. Cleaver  
Subject: Heat Pump Bid  
Flower Memorial Library

The City's Purchasing Department advertised in the Watertown Daily Times on Wednesday, March 17, 2010 calling for sealed bids for the purchase of 13 new and unused Heat Pumps for replacement of existing units at the Flower Memorial Library by City staff.

Invitations to bid were issued to 5 prospective bidders with 2 bids submitted to the Purchasing Department where they were publicly opened and read on Monday, March 29, 2010 at 11:15 am local time. Results of those bids are as follows:

Derouins Plumbing & Heating 139 Mill Street Watertown, N.Y.	McQuay Heat Pumps delivery 21 to 35 days after receipt of order	\$29,221.00
Thermal Environment Sales 11 Sitterly Road Clifton Park, N.Y. 12065	McQuay Heat Pumps delivery 60 days after receipt of order	\$31,695.00

Funding for this purchase is in the Library's General Operating Budget, L7410 in the amount of \$50,500.00.

I have reviewed the two submittals with Shawn McWayne and it is my recommendation that we accept the lowest qualifying bid submitted by Derouins Plumbing & Heating, Watertown, N.Y. in the amount of \$29,221.00.

Robert J. Cleaver

cc: Shawn McWayne Building Superintendent & Code Enforcement Officer  
Barbara Wheeler Director, Flower Memorial Library  
Jim Mills Comptroller  
file

Res No. 2

March 31, 2010

To: The Honorable Mayor and City Council  
From: Mary M. Corriveau, City Manager  
Subject: Accepting Bid for Slurry Pumps for Pollution Control Facility, Fluid Kinetics Inc.

The City Purchasing Department advertised and received sealed bids for the purchase of a Scrubber Recycle Pump and an Ash Pump to replace the existing units at our Pollution Control Facility for installation by City staff.

Invitations to bid were issued to seven (7) prospective bidders with one (1) bid submitted to the Purchasing Department where it was publicly opened and read on Monday, March 29, 2010.

City Purchasing Agent Robert J. Cleaver reviewed the bid received with Michael J. Sligar, Chief Waste Water Treatment Plant Operator. It is their recommendation that the City Council accept the bid submitted by Fluid Kinetics Inc., Orchard Park, New York, in the total amount of \$20,480.00 as the lowest bidder meeting our specifications.

The bid submitted is detailed in the attached report of Mr. Cleaver. The funding to support the purchase of this equipment was appropriated Sewer Fund operating budget for 2009-2010.

A resolution accepting the bid has been prepared for City Council consideration.

# RESOLUTION

Page 1 of 1

Accepting Bid for Slurry Pumps  
for Pollution Control Facility,  
Fluid Kinetics Inc.

Council Member BURNS, Roxanne M.  
 Council Member BUTLER, Joseph M. Jr.  
 Council Member MACALUSO, Teresa R.  
 Council Member SMITH, Jeffrey M.  
 Mayor GRAHAM, Jeffrey E.  
 Total .....

YEA	NAY

### *Introduced by*

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WHEREAS the City Purchasing Department has advertised and received sealed bids for the purchase of a Scrubber Recycle Pump and an Ash Pump to replace the existing units at our Pollution Control Facility for installation by City staff, and

WHEREAS invitations to bid were issued to seven (7) prospective bidders, with one (1) bid being received and publicly opened and read in the City Purchasing Department on Monday, March 29, 2010, and

WHEREAS City Purchasing Agent Robert J. Cleaver and Michael Sligar, Chief Waste Water Treatment Plant Operator, reviewed the bid received and are recommending the acceptance of the bid submitted by Fluid Kinetics Inc., 251 Thorn Avenue, Orchard Park, New York, in the total amount of \$20,480.00 as the lowest qualifying bid meeting the City's specifications,

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Watertown, New York hereby accepts the bid in the amount of \$20,480.00 submitted by Fluid Kinetics Inc., 251 Thorn Avenue, Orchard Park, New York, for the purchase of a two new and unused slurry pumps.

### **Seconded by**



# CITY OF WATERTOWN, NEW YORK

ROOM 205, MUNICIPAL BUILDING  
245 WASHINGTON STREET  
WATERTOWN, NEW YORK 13601  
Tel. (315) 785-7749 • Fax (315) 782-9014

ROBERT J. CLEAVER  
PURCHASING AGENT

March 30, 2010

To: Mary Corriveau  
From: Robert J. Cleaver  
Subject: Slurry Pump Bid  
Waste Water Treatment Facility

The City's Purchasing Department advertised in the Watertown Daily Times on Saturday, March 13, 2010 calling for sealed bids for the purchase of two new and unused Cast Iron Rubber Lined Slurry Pumps to replace existing units at our Pollution Control Facility by City staff.

Invitations to bid were issued to 7 prospective bidders with 1 bid submitted to the Purchasing Department where it was publicly opened and read on Monday, March 29, 2010 at 11:00 am local time. Result of that bid is as follows:

Fluid Kinetics Inc.	ITT Gould SRL-C 5 x 4 x 17 Pump	\$11,484.00
251 Thorn Avenue	ITT Gould SRL-C 3 x 3x 10 Pump	<u>\$ 8,996.00</u>
Orchard Park, N.Y.	Delivery 84 days after receipt of order	Total \$20,480.00

Funding for this purchase is in the Department's General Operating Budget, G8130 in the amount of \$21,600.

I have reviewed the sole bid with Chief Plant Operator, Michael Sligar and it is my recommendation that we accept that bid submitted by Fluid Kinetics Inc. Orchard Park, N.Y. in the amount of \$20,480.00.

Due to the nature of the application for these pumps, distributors for this product line are very limited. In attempt to obtain several competitive bids this department canvassed the manufacturer, ITT Goulds in Seneca Falls, N.Y. as well as distributors in Ohio, Massachusetts, Maryland and one local vendor to no avail. To rebid these items would serve no useful purpose.

Robert J. Cleaver

cc: Kurt Hauk, City Engineer  
Michael Sligar Chief Plant Operator  
Jim Mills Comptroller  
file



## G8130 – Sewage Treatment Plant

Fiscal Year 2009-10

### Equipment Requests

#### Scrubber Recycle Pump: \$11,600

The incineration system is served by one scrubber water recycle pump. Scrubber water is reused several times before the ash laden water is transferred to the ash lagoon. The recycle pump is an original unit, installed in 1981. The pump is well beyond its useful life, continued maintenance and repairs is becoming impractical and the unit is, therefore, scheduled for replacement this year.



#### Auto Sampler (Effluent B): \$8,000

Fixed auto samplers, refrigerated units, are employed to collect wastewater samples that are then analyzed for pollutants, the results of which are regularly reported to the NYSDEC (highlighting the critical sensitivity of the equipment). The Effluent B fixed auto sampler was installed in 1988, has reached its useful life, is beginning to exhibit difficulties rendering repairs impractical, and needs replacing.

#### Scum Mixer (Thickener #2): \$5,500

Each of the Facility's 3 gravity sludge thickeners is configured with a scum mixer unit. The mixer unit for Thickener #2, installed in the late 1970's, is significantly beyond its useful life. Continued maintenance and repairs are no longer practical and replacement is necessary.



Cloth Washer Pump: \$26,000

The cloth washer pump is a specialty made high pressure unit that provides cleaning spray water for the filter press cloths that cover the plates for filter cake formation. The current pump is the original, installed in 1981 and has been rebuilt several times. It is well beyond its useful life and is scheduled for replacement.



Ash Pump: \$10,000

The incineration system is served by two scrubber ash pumps that transfer ash laden scrubber water to the lagoon in the northwest quadrant of the facility compound. The ash pumps are original, installed in 1981 and are well beyond their useful life. The first of two is scheduled for replacement this year.

Res No. 3

March 31, 2010

To: The Honorable Mayor and City Council  
From: Mary M. Corriveau, City Manager  
Subject: Summer 2010 Sidewalk Improvement Special Assessment

During the City Council work session held on October 13, 2009 City Engineer Kurt Hauk presented the proposed areas to be included in the Sidewalk Improvement Program for the 2010 construction season, Districts 5 and 6. Earlier this year, the City Council approved District 5, which will begin in the spring and be completed prior to July 1, 2010.

Staff would like to be in a position to begin District 6 in July 2010. In order to meet the required timelines, we will need to schedule a Public Hearing for the June 7, 2010 City Council meeting. By this date, the City Council will have adopted the budget for Fiscal Year 2010-2011 and will be able to commit to doing the work.

As in previous years, the work performed will be incorporated in a Special Assessment Program that provides property owners with an opportunity to pay the costs associated with the improvements to the sidewalks over a ten-year period. Property owners will have the option of having the City perform the work, hiring a contractor to do the work, or doing the work themselves.

As you will recall, under the Charter, provisions related to Special Assessment programs, the City must send notices to all the property owners telling them that they will be included in this year's program and that there will be a public hearing to consider whether all or a portion of the cost for the proposed sidewalk improvements should be a charge or expense upon the abutting property owner. While the City Council can't officially determine what the charge will be to the property owners until after a public hearing, staff will prepare the notices to property owners using the \$5.00 per sq.ft. price, which is the price charged to those who have participated in the program since the inception of the Sidewalk Improvement Special Assessment, unless the City Council wishes to readdress the proposed charge to the taxpayer. The District 6, summer 2010 program will include the properties detailed on the attached report from City Engineer Kurt Hauk.

In support of the requirement for a Public Hearing, the attached resolution instructs staff to send notices to all of the property owners and schedule the Public Hearing for Monday, June 7, 2010, at 7:30 p.m., in City Council Chambers.

# RESOLUTION

Page 1 of 1

Summer 2010 Sidewalk Improvement Special Assessment Program, District #6

Council Member BURNS, Roxanne M.  
 Council Member BUTLER, Joseph M. Jr  
 Council Member MACALUSO, Teresa R.  
 Council Member SMITH, Jeffrey M.  
 Mayor GRAHAM, Jeffrey E.

Total .....

YEA	NAY

***Introduced by***

WHEREAS the City Engineering Department has inspected sidewalks within the City of Watertown, and

WHEREAS it has been determined that the condition of sidewalks on certain streets are in need of repair and/or replacement, and

WHEREAS the City Council of the City of Watertown feels it is in the overall public interest to provide property owners within the City of Watertown with an opportunity to pay for said repair/replacement work through a Special Assessment Program,

NOW THEREFORE BE IT RESOLVED that a public hearing will be held on Monday, June 7, 2010, at 7:30 p.m. at which time property owners included in the Special Assessment Program will have an opportunity to make comments on whether all or a portion of the cost for proposed sidewalk improvements should be a charge or expense upon the abutting property owners, and

BE IT FURTHER RESOLVED that the City Engineering Department will send notices to all property owners notifying them of their inclusion in this year's program and that there will be a public hearing to consider whether all or a portion of the cost for proposed sidewalk improvements should be a charge or expense upon the abutting property owners, and

BE IT FURTHER RESOLVED that the properties included in the Summer 2010, District #6, Sidewalk Special Assessment Program are detailed on the attached report.

***Seconded by***



CITY OF WATERTOWN  
ENGINEERING DEPARTMENT  
MEMORANDUM

DATE: 30 March 2010

TO: Mary Corriveau, City Manager

FROM: Kurt Hauk, City Engineer *KWH*

SUBJECT: Proposed 2010 Sidewalk District #6



The Engineering Department has evaluated and recommends the following areas for the Summer-Fall 2010 Sidewalk District #6. The properties constituting District #6 are listed in the enclosed report and total 4160 SF of sidewalk.

These properties were originally presented at the 13 October work session as a potential for Sidewalk District #5. If approved, the district would come into effect after 1 July 2010 with the new budget. Work for this district will be completed in the 2010 construction season

The breakdowns of costs for the four previous Sidewalk Program construction seasons are shown below.

<u>Season</u>	<u>Labor &amp; Materials</u>	<u>SF Completed</u>	<u>Unit Cost</u>
2009	\$147,024	18,952 SF	\$7.76/SF
2008	\$179,554	18,549 SF	\$9.67/SF
2007	\$208,624	21,449 SF	\$9.72/SF
2006	\$ 99,757	12,510 SF	\$7.97/SF

A public hearing will need to be scheduled for 7 June, 2010 at which time the City Council will set the rate each property owner will be charged at that meeting. The current rate is \$5.00/SF.

After the April 5, 2010 meeting each property owner will be sent a copy of their inspection report and the estimate for repairs based on the current \$5/SF rate. They will also receive paperwork explaining the Sidewalk Program, the Special Assessment District, and a contact number for any questions. Once the actual rate for District #6 is determined, if there is a change, revised estimates will be sent based on the new rate.

**PROPOSED SIDEWALK PROJECT WORK AREAS FOR 2010**

**April 1, 2010**

**Proposed By: Sean O'Connor**

The purpose of this report is to provide information so that the next locations can be chosen for District #6 of the sidewalk program.

As seen by the following pictures most of the problems with the sidewalks are your standard separation, wrong slope and heaving problems. Surface problems, i.e. spalling, cracks, and edges and improper material also occur throughout the district.

**PHOTO 1: Lynde St. W District #6**



**PHOTO 2: Lynde St. W District #6**



**Table A: Estimated Area Of Work Per Street**

Street	Approx. Total SF Area	% Non-chargeable SQFT	Est. LF of Work	Est. SF Area Of Work
District #6				
Curtis St.	286	5%	68	272
Davidson St.	420	5%	100	400
Leray St.	252	5%	60	240
Lynde St. W	3192	5%	760	3040
Thompson St.	219	5%	52	208
<b>Total</b>	<b>4368</b>			<b>4160</b>

Due to the reduced funding, we will not hire part time workers. A three person DPW crew will suffice for the time frame of the summer with the work that is presented. Based on a 140 SQ/FT per worker per day, a 3 person crew should produce 560 SQFT/week, taking into account bad weather and delays. This would approximately take nine weeks per district. The start date for District 6 is tentatively set for July 1<sup>st</sup>. This allows for work to continue for the duration of the construction season.

**Proposed Residents in District #6:**

#	Street	Owner	Tax Parcel
538	Curtis St	Denner Stephen E	2-03-215.000
539	Curtis St	Gilchrist Phyllis	2-03-313.000
541	Davidson St	Coniglio Joseph M	2-03-223.000
552	Leray St	Lawrence Danza	2-03-311.000
307	Lynde St W	Whitlock David,Kandis	2-03-222.000
311	Lynde St W	Pound Francis A, V	2-03-221.000
317	Lynde St W	Fay John J, Habib Chana N	2-03-220.000
320	Lynde St W	Sacred Heart Church	2-04-102.000
323	Lynde St W	Thomas Christopher S	2-03-219.000
327	Lynde St W	Whelan Terrance J	2-03-218.000
332	Lynde St W	Sacred Heart Church	2-04-104.000
333	Lynde St W	Williams Richard L	2-03-217.000
344	Lynde St W	Detraglia Michael W, P	2-04-215.000
348	Lynde St W	Everett Margery	2-04-216.000
352	Lynde St W	Hartl Lisa A, Adair John P	2-04-217.000
358	Lynde St W	Willard Justin P	2-04-218.000
362	Lynde St W	Brouse Kevin R, Stickel Dorinda	2-04-219.000
365	Lynde St W	Merrill Jack F/Patricia A	2-03-312.000
336	Main St W	Curtis Apartments Assoc.	2-03-205.000

Res No. 4

March 30, 2010

To: The Honorable Mayor and City Council

From: Kenneth A. Mix, Planning and Community Development Coordinator

Subject: Request for Site Plan Approval for the Construction of 180 Square Feet, 650 Square Feet and 2,000 Square Feet Building Additions for Tilted Kilt at 1050 Arsenal Street, Parcel No. 8-47-101.001

A request has been submitted by Timothy F. Titus of Aubertine and Currier on behalf of Crazy Irishmen Holdings LLC for the above subject Site Plan Approval.

The Planning Board reviewed the request at its March 2, 2010 meeting and adopted a motion recommending that the City Council approve the Site Plan with the conditions listed in the resolution. Copies of the report prepared for the Planning Board and its Minutes can be found on the City's website under "Budgets, Agendas & Minutes."

A revised site plan that addresses the three conditions pertaining to landscaping was submitted to the City Engineer on March 29, 2010. A copy of the revised plan is included in each Council Member's agenda package.

The Jefferson County Planning Board reviewed the Site Plan at its meeting held on March 30, 2010 and adopted a motion that the project does not have any significant County-wide or inter-municipal issues and is of local concern only.

This project can be considered a Type II Action pursuant to SEQRA because it is a commercial addition of less than 4,000 square feet. The City Council therefore is not required to make an environmental determination.

The resolution prepared for City Council consideration states that the project is a Type II Action and approves the Site Plan submitted to the City Engineering Department on March 29, 2010 with conditions Nos. 1 through 4 as recommended by the Planning Board.

# RESOLUTION

Page 1 of 2

Approving Site Plan for the Construction of  
180 Square Feet, 650 Square Feet and 2,000 Square Feet  
Building Additions for Tilted Kilt at 1050 Arsenal Street,  
Parcel No. 8-47-101.001

Council Member BURNS, Roxanne M.  
Council Member BUTLER, Joseph M. Jr.  
Council Member MACALUSO, Teresa R.  
Council Member SMITH, Jeffrey M.  
Mayor GRAHAM, Jeffrey E.

Total .....

YEA	NAY

### *Introduced by*

WHEREAS Timothy F. Titus of Aubertine and Currier, on behalf of Crazy Irishmen Holdings LLC, has made an application for Site Plan Approval for the construction of 180 square feet, 650 square feet and 2,000 square feet building additions for Tilted Kilt at 1050 Arsenal Street, Parcel No. 8-47-101.001, and

WHEREAS the Planning Board of the City of Watertown reviewed the site plan at its meeting held on March 2, 2010, and recommended that the City Council of the City of Watertown approve the site plan, contingent upon the following:

1. The applicant shall provide accurate fire flow information and calculations to the City prior to construction, and the service line should be sized as determined from the calculations.
2. All water line work shall be done in accordance with City of Watertown standard specifications and the following note shall be added to the drawings: "The Water Department requirements supersede all other plans and specifications provided."
3. The applicant shall provide calculations for sanitary flows and grease trap sizing along with calculations and a finalized detail for the duplex pump.
4. The applicant shall provide a copy of all correspondence and submittals to NYS DEC for the SPDES Permit.
5. Plan Sheet C 100 should be revised to show all proposed landscaping and a landscape schedule with proposed species, sizes, quantities, etc.
6. Three small to medium maturing trees and larger maturing shrubs should be added in the existing landscaped area located behind the sidewalk in the front of the property.
7. Two landscaped islands with trees and landscaping shall be added on each end of the middle row of parking in front of the building.

and,

**RESOLUTION**

Page 2 of 2

Approving Site Plan for the Construction of  
 180 Square Feet, 650 Square Feet and 2,000 Square Feet  
 Building Additions for Tilted Kilt at 1050 Arsenal Street,  
 Parcel No. 8-47-101.001

Council Member BURNS, Roxanne M.  
 Council Member BUTLER, Joseph M. Jr.  
 Council Member MACALUSO, Teresa R.  
 Council Member SMITH, Jeffrey M.  
 Mayor GRAHAM, Jeffrey E.  
 Total .....

YEA	NAY

WHEREAS the applicant submitted a revised site plan to the City Engineer on March 29, 2010 that addressed conditions 5 through 7 listed above, and

WHEREAS the Jefferson County Planning Board reviewed the site plan at its meeting held on March 30, 2010, and adopted a motion that the project does not have any significant County-wide or intermunicipal issues and is of local concern only, and

WHEREAS the City Council has determined that the project is a Type II Action requiring no review under the State Environmental Quality Review Act,

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Watertown, New York that site plan approval is hereby granted to Timothy F. Titus of Aubertine and Currier, on behalf of Crazy Irishmen Holdings LLC, for the construction of 180 square feet, 650 square feet and 2,000 square feet building additions for Tilted Kilt at 1050 Arsenal Street, Parcel No. 8-47-101.001 as shown on plans submitted to the City Engineer on March 29, 2010, contingent upon the applicant and meeting conditions 1 through 4 listed above in the City Planning Board’s recommendation, and

BE IT FURTHER RESOLVED that it is an express condition of this site plan approval that the applicant provide the City Engineer with sufficient copies of any change in stamped plans forming the basis for this approval at the same time such plans are provided to the contractor. If plans are not provided as required by this condition of site plan approval, the City Codes Enforcement Officer shall direct that work on the project site shall immediately cease until such time as the City Engineer is provided with the revised stamped plans. Additionally, any change in the approved plan which, in the opinion of the City Engineer, would require Amended Site Plan approval, will result in immediate cessation of the affected portion of the project work until such time as the amended site plan is approved. The City Codes Enforcement Officer is requested to periodically review on-site plans to determine whether the City Engineer has been provided with plans as required by this approval.

**Seconded by**



Department of Planning  
175 Arsenal Street  
Watertown, NY 13601

Donald R. Canfield  
Director of Planning

(315) 785-3144  
(315) 785-5092 (Fax)

March 31, 2010

Michael A. Lumbis, Planner  
City of Watertown Planning Department  
245 Washington Street, Room 304  
Watertown, New York 13601

Re: Timothy Titus, Aubertine & Currier, PLLC, Site Plan Review for Tilted Kilt  
Restaurant, JCDP File # C 2 - 10

Dear Mr. Lumbis:

On March 30, 2010 the Jefferson County Planning Board reviewed the above referenced project, referred pursuant to General Municipal Law, Section 239m.

The Board adopted a motion that the project does not have any significant County-wide or intermunicipal issues and is of local concern only.

During the review the County Planning Board determined that before the project connects to the water and sewer lines located on the opposite side of NYS Route 3/Arsenal Street, a NYS DOT Highway Work Permit will be required.

Furthermore, the County Planning Board has the following local advisory comments:

Given the potential for traffic conflict near the Arsenal Street entrance, the local board should consider removal of the first three spaces along the parcel's western boundary.

The local board should consider pedestrian pavement markings that include a dedicated pedestrian walkway that leads to the public sidewalk along Arsenal Street. The local board should also consider additional landscaping improvements that would further assist with pedestrian and vehicular circulation. The local board should also ask the applicant to clarify their plans for landscaping the lawn patio area.

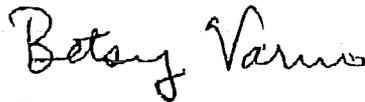
Signage for the site will require a local permit.

Please note that the advisory comments are not a condition of the County Planning Board's action. They are listed to assist the local board in its review of the project. The local board is free to make its final decision.

General Municipal Law, Section 239m requires the local board to notify the County of its action on this matter within thirty (30) days after taking a final action.

Thank you.

Sincerely,



Betsy Varno  
Community Development Coordinator

BV

c: Craig Ortlieb, NYSDOT

Ord No. 1

March 30, 2010

To: The Honorable Mayor and City Council

From: Kenneth A. Mix, Planning and Community Development Coordinator

Subject: Approving the Zone Amendment Request Submitted by Ryan Churchill of GYMO P.C. on behalf of Patrick Donegan of Millennium Development to Amend Planned Development District No. 23, Parcels Nos. 8-53-102.001, 8-53-103.100, 8-53-106.100, 8-53-107, 8-53-108.100, 8-53-110 and 8-53-114

The above subject request proposes to amend the approved plan and allowed signage schedule for Planned Development District No. 23. The City Planning Board reviewed the request at its meetings held on March 2 and March 18, 2010 and adopted a motion recommending that the City Council approve the Amendment on the condition that four modifications are made to the plan. Copies of the reports prepared for the Planning Board and its Minutes can be found on the City's website under "Budgets, Agendas & Minutes."

A revised plan with the recommended modifications was submitted to the City Engineer on March 29, 2010. A copy of the revised plan is included in each Council Member's agenda package.

The Jefferson County Planning Board reviewed the request at its meeting held on March 30, 2010 and adopted a motion that the amendment to the Planned Development District does not have any significant County-wide or inter-municipal issues and is of local concern only.

The Ordinance prepared for City Council consideration approves the Planned Development District plan submitted on March 29<sup>th</sup> and the proposed sign schedule. A public hearing must be held on the ordinance before it may be voted on by the City Council. It is recommended that a public hearing be scheduled for 7:30 p.m. on Monday, April 19, 2010.

# ORDINANCE

Page 1 of 3

Approving the Zone Amendment Request Submitted by Ryan Churchill of GYMO, P.C. on behalf of Patrick Donegan of Millennium Development, to amend Planned Development District No. 23, Parcels Nos. 8-53-102.001, 8-53-103.100, 8-53-106.100, 8-53-107, 8-53-108.100, 8-53-110, and 8-53-114

Council Member BURNS, Roxanne M.		
Council Member BUTLER, Joseph M. Jr.		
Council Member MACALUSO, Teresa R.		
Council Member SMITH, Jeffrey M.		
Mayor GRAHAM, Jeffrey E.		
Total .....		

YEA	NAY

## *Introduced by*

BE IT ORDAINED where Ryan Churchill, Project Engineer of GYMO, P.C. has made application by petition filed with the City Clerk, pursuant to Section 83 of the New York General City Law on behalf of Patrick Donegan of Millennium Development to amend the approved plan and allowed signage schedule for Planned Development District No. 23, Parcel Nos. 8-53-102.001, 8-53-103.100, 8-53-106.100, 8-53-107, 8-53-108.100, 8-53-110, and 8-53-114, and

WHEREAS the Planning Board of the City of Watertown considered the request at its meetings held on March 2 and March 18, 2010, and adopted a motion recommending that the City Council approve the amendment to the approved plan and allowed signage schedule contingent upon the plan being modified as follows:

1. Restaurant No. 4 must be shifted to the south to provide a separation between the parking area and the future drive aisle.
2. The sidewalk along the eastern most north-south drive must be extended to the south past Restaurant No. 3 and the proposed bank.
3. The north-south pedestrian route that runs in front of the Holiday Inn Express and extends in front of the Hilton Garden Inn must be extended to the north across the big box parking lot.
4. The applicant must provide an east-west sidewalk between Restaurant 3 and Retail 2 that connects the two hotels with Western Boulevard to provide a safe pedestrian connection from both of the hotels to the future building sites.

and

WHEREAS the applicant submitted a revised plan to the City Engineer on March 29, 2010 that included the four modifications listed above, and

WHEREAS the Jefferson County Planning Board reviewed the request at its meeting held on March 30, 2010, pursuant to General Municipal Law Section 239-m and adopted a motion that the project does not have any significant county-wide or inter-municipal issues and is of local concern only, and

WHEREAS a public hearing was held on the proposed amendment on April 19, 2010, after due public notice, and

**ORDINANCE**

Page 2 of 3

Approving the Zone Amendment Request Submitted by Ryan Churchill of GYMO, P.C. on behalf of Patrick Donegan of Millennium Development, to amend Planned Development District No. 23, Parcels Nos. 8-53-102.001, 8-53-103.100, 8-53-106.100, 8-53-107, 8-53-108.100, 8-53-110, and 8-53-114

Council Member BURNS, Roxanne M.  
 Council Member BUTLER, Joseph M. Jr.  
 Council Member MACALUSO, Teresa R.  
 Council Member SMITH, Jeffrey M.  
 Mayor GRAHAM, Jeffrey E.  
 Total .....

YEA	NAY

WHEREAS the City Council has made a declaration of Negative Findings of the impacts of the proposed zone change according to the requirements of SEQRA, and

WHEREAS the City Council deems it in the best interest of the citizens of the City of Watertown to approve the amendment to Planned Development District #23,

NOW THEREFORE BE IT ORDAINED that the preliminary plan for Planned Development District #23, Parcel Nos. 8-53-102.001, 8-53-103.100, 8-53-106.100, 8-53-107, 8-53-108.100, 8-53-110, and 8-53-114, is hereby amended as shown on the plan submitted to the City Engineering Department on March 29, 2010, and

BE IT FURTHER ORDAINED that the signage schedule for Planned Development District # 23 is hereby amended so that the allowed signage for the district is as follows:

1. One freestanding sign structure not to exceed 80’ in height with 11 two-sided panels is allowed. The top panel shall not exceed 240 sq. ft., one panel shall not exceed 175 sq. ft., and the other 9 panels shall not exceed 125 sq. ft. each for a total maximum area of 1,540 sq. ft. measured on one side.
2. Each building shall be limited to the following signs on the building:
 

Hotel (Holiday Inn Express)	600 sq. ft.
Restaurant (Ruby Tuesday)	300 sq. ft.
Restaurant (Ponderosa)	300 sq. ft.
Restaurant (Buffalo Wild Wings)	300 sq. ft.
Retail (AT&T)	300 sq. ft.
Proposed Hotel (Hilton Garden Inn)	600 sq. ft.
Proposed Bank	300 sq. ft.
Proposed Retail 1	300 sq. ft.
Proposed Retail 2	300 sq. ft.
Proposed Restaurant 2	300 sq. ft.
Proposed Restaurant 3	300 sq. ft.
Proposed Restaurant 4	300 sq. ft.
Proposed Restaurant 5	300 sq. ft.
Proposed Big Box Store	800 sq. ft.
3. Five two-sided billboards with each side limited in size to 14’ by 48’ are allowed.

and,

# ORDINANCE

Page 3 of 3

Approving the Zone Amendment Request Submitted by Ryan Churchill of GYMO, P.C. on behalf of Patrick Donegan of Millennium Development, to amend Planned Development District No. 23, Parcels Nos. 8-53-102.001, 8-53-103.100, 8-53-106.100, 8-53-107, 8-53-108.100, 8-53-110, and 8-53-114

Council Member BURNS, Roxanne M.

Council Member BUTLER, Joseph M. Jr.

Council Member MACALUSO, Teresa R.

Council Member SMITH, Jeffrey M.

Mayor GRAHAM, Jeffrey E.

Total .....

YEA	NAY

BE IT FURTHER ORDAINED this amendment to the Zoning Ordinance of the City of Watertown shall take effect as soon as it is published once in the official newspaper of the City of Watertown, or printed as the City Manager directs.

**Seconded by**



**Department of Planning**  
175 Arsenal Street  
Watertown, NY 13601

Donald R. Canfield  
Director of Planning

(315) 785-3144  
(315) 785-5092 (Fax)

March 31, 2010

Michael Lumbis, Planner  
City of Watertown  
245 Washington St, Room 304  
Watertown, NY 13601

Re: Millennium Development LLC, Zoning Map Amendment for PDD #23,  
JCDP File # C 3 - 10

Dear Michael:

On March 30, 2010, the Jefferson County Planning Board reviewed the above referenced project, referred pursuant to General Municipal Law, Section 239m.

The Board adopted a motion that the project does not have any significant County-wide or intermunicipal issues and is of local concern only.

During the review the County Planning Board identified the following potential issues.

NYS DOT has indicated a Traffic Impact Analysis to evaluate full build-out impacts on the NYS Route 3 (Arsenal St.) and the NYS Route 12F (Coffeen St.) intersections should be completed when Phase III plans and traffic volume levels are more defined.

The City, in consultation with NYSDOT, should ensure that the increase in storm water drainage moving off-site, as a result of the build-out as currently configured, will be accommodated by the existing stormwater infrastructure in the area.

Furthermore, the County Planning Board has the following local advisory comments.

The City should continue its objective to: 1) maximize the safety and efficiency of internal traffic flow; 2) increase dedicated pedestrian connections between all commercial sites within the PDD footprint; and 3) ensure connections are made to existing off-site sidewalks.

The proposed location of the big box store is adjacent to an existing housing development. The local board should request that buffering be noted in the PDD plan along the property line bordering this area.

Please note that the advisory comments are not a condition of the County Planning Board's action. They are listed to assist the local board in its review of the project. The local board is free to make its final decision.

General Municipal Law, Section 239m requires the local board to notify the County of its action on this matter within thirty (30) days after taking a final action.

Thank you.

Sincerely,



Michael J. Bourcy  
Senior Planner

MJB

c: Craig Ortlieb, NYSDOT

Local Law No. 1

March 31, 2010

To: The Honorable Mayor and City Council

From: Kenneth A. Mix, Planning and Community Development Coordinator

Subject: Amending Local Law No. 1 of 1994 as Amended by Local Law No. 6 of 1995, Local Law No. 1 of 2001, Local Law No. 1 of 2003, Local Law No. 7 of 2005 and Local Law No. 14 of 2005, Revising the Designated Boundaries of the Watertown Empire Zone

The Watertown Empire Zone Administrative Board has received a request from Florelle Tissue LLC to be designated as a Regionally Significant Project within the Empire Zone. One of the criteria for a Regionally Significant Project is that the business must create at least 50 manufacturing jobs. The Regionally Significant Project designation allows a business to be eligible for Empire Zone benefits without actually being within the boundaries of the Empire Zone.

Florelle Tissue will be locating at the former Brownville Specialty Paper facility in the Town of Hounsfield. They will make paper napkins and towels and will export the majority of their products to Canada.

The State has determined that the project is eligible and it can designate the business as a Regionally Significant Manufacturing Project after the City Council and Town Board amend their local laws that set the boundaries of the Empire Zone. The Town of Hounsfield has also adopted a resolution concurring with the inclusion of the project within the Empire Zone.

The Watertown Empire Zone Administrative Board adopted a resolution on March 24, 2010 recommending that the City and Town of Watertown approve the designation of the business and property.

The Local Law prepared for City Council consideration amends the last Local Law, which completely described the revamped Empire Zone boundary. A public hearing must be held before the Local Law may be approved. It is recommended that the public hearing be scheduled for 7:30 p.m. on Monday, April 19, 2010.

**ORDINANCE**

Amending Local Law No. 1 of 1994 as Amended by Local Law No. 6 of 1995, Local Law No. 1 of 2001, Local Law No. 1 of 2003, Local Law No. 7 of 2005, and Local Law No. 14 of 2005, Revising the Designated Boundaries of the Watertown Empire Zone

Page 1 of 1

Council Member BURNS, Roxanne M.  
Council Member BUTLER, Joseph M. Jr.  
Council Member MACALUSO, Teresa R.  
Council Member SMITH, Jeffrey M.  
Mayor GRAHAM, Jeffrey E.

Total .....

YEA	NAY

***Introduced by***

WHEREAS the Watertown Empire Zone (formerly Economic Development Zone) was designated as such on July 27, 1994 by the New York State Department of Economic Development, and

WHEREAS Florelle Tissue LLC is proposing the addition of at least 50 manufacturing jobs to Jefferson County at a manufacturing facility at 1 Bridge Street, Brownville, New York, in the Town of Hounsfield at Tax Parcel No. 73.18-1-2.3, and

WHEREAS the project is not within the City and Town of Watertown Empire Zone boundaries, and

WHEREAS the New York State Department of Economic Development has determined that the proposed expansion is eligible for Empire Zone benefits as a regionally significant manufacturing project under § 957(d)(i) of the General Municipal Law, and

WHEREAS the Zone Administrative Board of the City and Town of Watertown Empire Zone has determined that the proposed expansion is eligible for Empire Zone benefits as a regionally significant project under § 957(d)(i) of the General Municipal Law and has recommended that the City and Town of Watertown amend the boundary of the Empire Zone to include Florelle Tissue LLC,

NOW THEREFORE BE IT ENACTED by the City Council of the City of Watertown that Schedule “A” of Local Law No. 14 of 2005 is amended to add the Florelle Tissue LLC manufacturing project on Tax Parcel No. 73.18-1-2.3 in the Town of Hounsfield as a regionally significant manufacturing project in the Watertown Empire Zone and it hereby requests that the New York State Commissioner of Economic Development approve the designation of said regionally significant manufacturing project.

***Seconded by***



RESOLUTION #1

March 24, 2010

RESOLUTION TO REQUEST THAT THE CITY AND TOWN OF WATERTOWN  
DESIGNATE PARCEL ID #73.18-1-2.3 AS AN EMPIRE ZONE REGIONALLY  
SIGNIFICANT MANUFACTURING PROJECT

Introduced by:

Joseph Butler, Jr.

Seconded by

James Fitzpatrick

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WHEREAS, the City and Town of Watertown Empire Zone Administrative Board is the entity responsible for monitoring, evaluating, and coordinating Empire Zone benefits on behalf of the City and Town of Watertown; and

WHEREAS, the City and Town of Watertown Empire Zone Coordinator received an application for determination of eligibility of a Regionally Significant Project (Form EZ-5) from Florelle Tissue, LLC., to support a Regionally Significant Project; and

WHEREAS, Florelle Tissue, LLC meets the criteria of a Regionally Significant Project by proposing the creation of at least 50 manufacturing jobs; and

WHEREAS, the City and Town of Watertown Empire Zone Administrative Board has identified 1 Bridge Street, Brownville, NY, Tax Parcel ID#73.18-1-2.3 as being the proposed location of the Florelle Tissue, LLC. Regionally Significant Project

NOW, THEREFORE BE IT RESOLVED, that the City and Town of Watertown Zone Administrative Board in its capacity as the entity responsible for monitoring, evaluating, and coordinating Empire Zone benefits, does hereby recommend that the City and Town of Watertown approve Empire Zone designation for tax parcel # 73.18-1-2.3 as a Regionally Significant Manufacturing Project.

Voting	Yea	Nay	Abstaining
Total	7	0	0

7:30 p.m. – Public Hearing

March 30, 2010

To: The Honorable Mayor and City Council  
From: Kenneth A. Mix, Planning and Community Development Coordinator  
Subject: Public Hearing on Draft Local Waterfront Revitalization Program

A public hearing on the Draft Local Waterfront Revitalization Program (LWRP) has been scheduled for 7:30 p.m. on Monday, April 5, 2010. The Draft LWRP may be viewed on the Planning Office's page of the City's website, [www.watertown-ny.gov](http://www.watertown-ny.gov).

March 31, 2010

To: The Honorable Mayor and City Council  
From: Mary M. Corriveau, City Manager  
Subject: Bi-Annual Shut-Offs, Delinquent Water and Sewer Bills

The Water Department has mailed shut-off notices and posted non-owner occupied properties as part of the City's bi-annual shut off procedures. Notices were mailed for 909 delinquent accounts in the amount of \$287,384.09.

The last day for payment to avoid being on the FINAL list will be Friday, April 16, 2010. The last day that we will accept personal checks as payment on these delinquent accounts will be April 5th. After that we will require cash, cashier's checks, or money orders.

Actual shut offs will begin on April 19, 2010.

March 31, 2010

To: The Honorable Mayor and City Council  
From: Mary M. Corriveau, City Manager  
Subject: Federal Appropriations Request, Senator Charles E. Schumer

The City received notice that Senator Schumer has advanced an FY2011 appropriations request to the Interior & Environment Subcommittee on the City's behalf to support the abatement of impact to the Black River resulting from the combined sewer overflow at the Engine Street Outfall. As discussed by City Engineer Kurt Hauk, this is the most problematic outfall within the City and will need to be addressed as part of the City's Long Term Control Plan. Staff will continue to work with Senator Schumer's Office and keep the City Council up to date as this request moves through the appropriation's process.

March 31, 2010

To: The Honorable Mayor and City Council  
From: Mary M. Corriveau, City Manager  
Subject: Fiscal Year 2008-09 Audit Report

The March 1, 2010 City Council agenda package contained a copy of the independent audit report for the fiscal year ended June 30, 2009 as prepared by Poulsen & Podvin, P.C. If the City Council wishes, Auditor Laurie J. Podvin is available to walk through the audit report with the City Council at the April 12, 2010 work session meeting.

March 31, 2010

To: The Honorable Mayor and City Council  
From: Mary M. Corriveau, City Manager  
Subject: Funding Request, Jefferson County Agricultural Society

Attached for City Council review and consideration is a request from the Jefferson County Agricultural Society for funding to support the operation of the Jefferson County Fair. Society President Robert D. Simpson is asking that the City Council consider allocating dollars from either this year's or next year's Hotel/Motel Occupancy Tax (Tourism) collections.

# Jefferson County Agricultural Society

Oldest Continuous Operating Fair in America

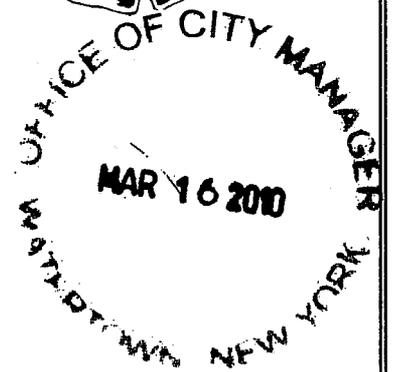
Established in 1817

P.O. Box 8003 Watertown, NY 13601

Phone 315-782-8612 Fax 315-782-3268

[www.jeffcofair.org](http://www.jeffcofair.org)

March 15, 2010



Mary Corriveau, City Manager  
City of Watertown  
245 Washington Street  
Watertown NY 13601

Dear Mary:

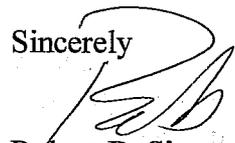
As you know, the Jefferson County Fair has been promoting agriculture, as well as educating the non-farm public from the City and all over the County, for nearly 200 years.

The increased cost of operation, coupled with State budget cuts to our premiums, has made the promotion of fair activities more difficult and we do not want to further raise the gate admission and price ourselves out of the range of affordability for our local residents and their families.

As a municipality that receives proceeds from the Jefferson County occupancy tax, we are asking you to include the Agricultural Society as a participating agency in the distribution of these funds. If 2010 funds are available, we would appreciate your consideration. If they are committed, we would ask you to include the Ag Society in your 2011 appropriations.

We would be happy to further discuss this request and any other questions or marketing thoughts you may have. Contact me or any of the Fair officers.

Sincerely

  
Robert D. Simpson  
President

**Robert D. Simpson**  
President

**Beth Shelmidine**  
1<sup>st</sup> Vice President

**Pam Reed**  
2<sup>nd</sup> Vice President

**Paul Blanchard**  
3<sup>rd</sup> Vice President

**Steven T. Harter**  
Secretary

**Lawrence E. Burnett**  
Treasurer

**Martha A. Petrie**  
Manager

March 31, 2010

To: The Honorable Mayor and City Council  
From: Mary M. Corriveau, City Manager  
Subject: Annual Drinking Water Quality Report for 2009

All customers being supplied water from the City of Watertown's Water Treatment Facility will receive, in the month of April, a copy of the City's Annual Drinking Water Quality Report for calendar year 2009. A copy of this report is available on the City's website, at [www.watertown-ny.gov](http://www.watertown-ny.gov) under the Water Department.

March 31, 2010

To: The Honorable Mayor and City Council  
From: Mary M. Corriveau, City Manager  
Subject: Grant from Jefferson County Local Development Corporation

Attached for City Council review is a copy of the resolution adopted by the Jefferson County Local Development Corporation on March 4, 2010 approving a grant to the City of Watertown from their Community Development Fund. I wanted to share this with the City Council, as the resolution “urges the City to make a similar request to the Watertown Local development Corporation” for funding to support the infrastructure work the City is undertaking in the Gaffney Drive area.

Staff is looking for guidance from the City Council regarding making a similar request of the Watertown Local Development Corporation.

**JEFFERSON COUNTY LOCAL DEVELOPMENT CORPORATION**  
**Resolution Number 03.04.2010.04**

**RESOLUTION FOR AUTHORIZING A GRANT FROM THE COMMUNITY  
DEVELOPMENT FUND TO THE CITY OF WATERTOWN**

**WHEREAS**, The City of Watertown has requested funding assistance for the infrastructure work the City is undertaking to support the proposed development of commercial parcels along the I-81 corridor between Arsenal and Coffeen Streets along the Commerce Park Drive and Gaffney Drive area, and

**WHERE AS**, in order to support Millennium Development's anticipated project, the City will need to invest approximately \$765,000 in water and sewer infrastructure, and

**WHERE AS**, during a City Council work session meeting held on February 8, 2010, they asked City Manager Mary Corriveau to submit an application to support fifty (50%) percent of the costs associated with the infrastructure expansion, and

**WHERE AS**, Ms. Corriveau has requested a Community Development Fund (CDF) grant in the amount of \$380,000, and

**WHERE AS**, the JCLDC Loan Review Committee has reviewed the request and recommends a \$100,000 grant from the Community Development Fund and urges the City to make a similar request to the Watertown Local Development Corporation, and

**NOW, THEREFORE, BE IT RESOLVED**, by the Board of Directors of the Jefferson County Local Development Corporation that it herein approves a grant for \$100,000 and be it further,

**RESOLVED**, that the Chairman, Vice Chairman, Secretary and/or Assistant Secretary are authorized and directed to execute any and all documents necessary to carry out the purposes of this Resolution.

This resolution shall take effect immediately.



---

Donald C. Alexander  
Assistant Secretary

March 31, 2010

To: The Honorable Mayor and City Council  
From: Mary M. Corriveau, City Manager  
Subject: Boards and Commissions

Attached for City Council review is a listing of Board and Commission appointments that expire during the months of April and May.

If Council would like my office to contact these individuals regarding reappointment, please let me know.

## Boards and Commission - 2010

<b>Board or Commission</b>	<b>Appointment by</b>	<b>Term</b>	<b>Name of Member</b>	<b>Chair/Rep</b>	<b>Date of Appt.</b>	<b>Term Expires</b>
Transportation Commission	Council	3 Years	Roberta Hagerty		5/7/2007	4/1/2010
Transportation Commission	Council	3 Years	Mary Kinne		5/7/2007	4/1/2010
Transportation Commission	Council	3 Years	Helen Wilson		5/7/2007	4/1/2010
Transportation Commission	Council	3 Years	Suzanne Morrow		5/7/2007	4/1/2010
Empire Zone Administrative Board	Council	3 Years	William F. Welbourn	Org. Labor	5/21/2007	5/31/2010
Empire Zone Administrative Board	Council	3 Years	Joanne St. Croix	Zone Res.	5/21/2007	5/31/2010
Empire Zone Administrative Board	Council	3 Years	Mark Lavarney	Fin. Inst.	2/17/2009	5/31/2010

April 1, 2010

To: The Honorable Mayor and City Council

From: Mary M. Corriveau, City Manager

Subject: 2010-11 City Council Goals and Objectives

In a January 22, 2010 memorandum to the Mayor and City Council Members, I asked the members to share, by February 8, 2010, their written assessment of the City's accomplishments for Fiscal year 2009-10 and their individual Goals and Objectives for FY 2010-11 for inclusion in the upcoming year's budget document. During the past month, I have had the opportunity to meet with each of the members face to face to discuss their upcoming year's goals and objectives. Attached is each member's original submission for this year's budget along with a summary of the prioritized goals discussed with each of the members.

To provide Staff with clear guidance regarding the City Council's Goals and Objectives for the year ahead, I would ask that the City Council take some time during the budget deliberations to discuss members' individual goals and objectives and reach consensus on overall Goals and Objectives for the upcoming fiscal year.

Additionally, I would recommend that during the upcoming year the City Council set aside time to go through a strategic planning process and develop a Strategic Plan for the City. It has been nearly eight years since the City Council and Key Staff Members gathered at Thompson Park and developed the City's Mission, Vision and Guiding Principles. These statements are included as part of the City Budget presented each year, however there has been no formal review of these or the goals and objectives established since 2002. During this planning process, we should review our established Mission, Vision and Guiding Principles to make sure they are consistent with our current beliefs, and then work to define a Strategic Plan that serves as the framework to connect our vision, our mission and values, to our goals and objectives, and our programs and projects.

This process will help us align the City's priorities with changing conditions and new opportunities; create shared commitments among Council Members, City Staff and residents regarding short and long-term endeavors; assess the City's present and future strengths, weaknesses, opportunities and threats; and maintain continuity on long-term projects and policies.

Once adopted, this Strategic Plan should be the City's call to action, and should not just be words on paper. The value of the plan will lie not in having it, but in using it to focus the organization. If the City Council is prepared to work on developing a Strategic Plan, I will engage a facilitator to help us navigate through the process.

INDIVIDUAL COUNCIL MEMBER GOALS AND OBJECTIVES  
Submitted in response to City Manager's Request

To: City Manager Mary Corriveau

From: Joseph Butler, Jr.

Subject: Accomplishments FY 2009/2010, Goals and Objectives for FY 2010-11

Date: 2/8/2010

Reflection on accomplishments for the fiscal year 2009-2010 (yet to be completed):

- The city continues to support a strong tree planting initiative with a successful working relationship between city staff and a number of community volunteers who share a vision for a greener Watertown.
- Sidewalk program continues to move forward with a replacement program that addresses the city's vast number of sidewalks that are in disrepair.
- Curbside pickup of bulk waste goods provides city residents a cost effective alternative when disposing of their bulk waste. This program especially benefits senior citizens, the disabled and those that cannot transport their bulk waste.
- Necessary maintenance was performed at the hydro facility along with the purchase of a crane that will be used to remove debris that impedes the flow of water through the canal. The projected bond ordinance to finance this purchase was reduced by 50% and paid through assets in the general fund earning paltry rates of return. The reduction in the amount financed saved the city interest expense and improved cash flow on money that would have been dedicated to paying down this debt.
- Completed phase 1 of the Ice Arena study.
- The City Council and staff reached a consensus to resolve the infrastructure issues that have been impeding the development between Arsenal and Coffeen streets.

Goals and Objectives for FY 2010-11

- Continue to use resources to support the city sidewalk program. I have received much support from city residents on this program and believe its continuation is an important initiative. This program allows for safer pedestrian traffic – especially our children and senior citizens – and addresses the disrepair that can begin to deteriorate the beauty of our neighborhoods.
- Continue to support a tree initiative that will enhance the natural beauty of our city and exemplify our responsibility as a good steward. In doing so we leave a legacy to our future city residents that we can be proud of,
- Continue to support the curbside bulk waste program established a few years ago. This is tremendous benefit to the residents who take advantage of this program and can be done at a very reasonable cost to the city.
- Revisit the addition of another uniformed officer in the Watertown City School district if supported by the Watertown Board of Education.

- Continue to look at alternative energy programs that can provide savings for our taxpayers over the long term and position our city as an attractive place to locate a business and raise a family.
- Eliminate salary increases for the city council and mayor, remove travel expenses as these are rarely used.
- Revisit building a second sheet of ice and making improvements to the Ice Arena. The ice arena is one of the components of making the fairgrounds facility a destination for sports teams throughout the county and state if built and marketed correctly.
- From a broad perspective we need to invest money where we can make Watertown an attractive place to work, play and raise a family. Spending money for future economic development will help our revenue in the long term, expand our tax base and bring people and businesses to our city. It has been and remains my goal to avoid wasteful spending that generates little return to the city in the long run. It is important we continue to weigh the balance between borrowing money to finance projects and paying for the project with cash on hand. We must be mindful of our long-term perspective with how we invest our taxpayer money. While I recognize the importance of having a healthy fund balance that is liquid and available, I also know that committing all of our resources to short-term obligations as we have in the past can be costly, especially in prolonged periods where short-term rates are paying paltry rates of return.

FEB 22 2010 3:21 PM LASERJET FAX/HLI 6542712 page 1

Teresa R. Macaluso  
Watertown City Council

Goals and Objectives for 2010-2011

- To establish a rapport with Mayor Graham, fellow members of the Watertown City Council, City Manager Corriveau, as well as City of Watertown department supervisors so as to enhance the working relationship of all that are involved and to promote greater communication.
- To orient myself to the policies, procedures and methodology of city practices to become an effective Watertown City Council member and to promote greater understanding of the processes involved in city law-making and the processes involved in city governance.
- To perform comprehensive research and implement ways to stabilize and/or decrease spending to avoid tax increases for the City of Watertown. X
- Accessibility and availability to other city employees and the citizens of Watertown, New York to maintain good communication on all levels.
- To look to the community members for ideas and suggestions on pertinent issues or concerns, and to have greater inclusion of Watertown residents in the local government.

## Goals and Objectives

1. Utilize our resources! Lower current and future energy cost at water treatment plant through renewable / alternative energy. Specifically, (this fiscal year) install mini/micro hydro generators in the intake pipes at the water treatment facility.
2. Recognizing the Fairgrounds Arena is a multifaceted facility operating continuously every season, utilized by various groups and organization, the City will continue with improvements and upgrades.
3. Improve e-government by accepting electronic payments for taxes, water/sewer bills and DPW trash bills.



J. C. Smith

## Accomplishments

- Made the mid-year cuts necessary to deal with the deteriorating fiscal picture of the nation and the state.
- Mercy Hospital seems to have weathered the storm in part due to city support on its behalf.
- Completed a successful year as President of the Watertown Local Development Corporation with the loan fund solvent and the Trust ensuring the continued progress on the Franklin Building.
- Received funding for the Woolworth project.
- Devised and approved plans to provide infrastructure to areas of the west end not adequately served by water and sewer and in doing so facilitated several commercial projects.
- Achieved a smooth transition with the sudden departure of a Council member and the appointment of an interim member till the election.

## 2010-11 Goals

Pass a budget that maintains the tenets of our multi-year financial plan including fair treatment of employees, tax rate stability and where possible continued investment in key infrastructure related to future growth.

- Work with other municipal leaders on creating a dialogue on the County's use of sales and mortgage tax exemptions, with an eye on the real cost to local government's of these incentives.
- Seek completion of west end sewer projects and the completion of the final phase of downtown rehab and river park construction.
- Seek to make reorganization and reform of government structures a part of the debate taking place as part of crucial statewide elections in 2010.
- Take a more active role in the activities of the WLDC including restructuring their staffing arrangements to ensure accountability to the Board and goals of the organization.
- Work with the Council to realize their individual goals in the context of a challenging fiscal environment..

## PRIORITIZED SUMMARY OF COUNCIL MEMBER GOALS

Received during individual interviews, March 16-19, 2010

### **Council Member Roxanne Burns**

1. J.B. Wise parking lot connector road.
2. City operation of the Fairgrounds concession.
3. Find funding to support upgrades at the Fairgrounds Arena
4. Downtown Banners.
5. Energy efficiency initiatives.
6. To add stepped up enforcement of existing codes and research the possibility of enacting some form of a nuisance abatement law.

### **Council Member Joseph M. Butler Jr.**

1. Continue to support the city sidewalk program providing for safer pedestrian traffic, and address disrepair that can deteriorate beauty of neighborhoods.
2. Continue to support the tree-initiative to enhance natural beauty of the City.
3. Revisit addition of an additional School Resource Officer in the Watertown City School District.
4. Continue to look at alternative energy programs that can provide savings to taxpayers over the long term.
5. Revisit building a second sheet of ice and making improvements to the Ice Arena.

### **Council Member Teresa R. Macaluso**

1. To better understand the operations of the City and develop working relationship with City Council and City Staff.
2. To perform comprehensive research and implement ways to stabilize and/or decrease spending to avoid tax increases for the City of Watertown.
3. Focus on working with economic development agencies to promote development in downtown that attracts a greater variety of commercial/retail businesses.
4. To look to community members for ideas and suggestions on pertinent issues or concerns, and to have greater inclusion of Watertown residents in the local government.

### **Council Member Jeffrey Smith**

1. Lower current and future energy costs at water treatment plant through renewable/alternative energy. Specifically, install mini/micro hydro generators in the intake pipe at the water treatment plant.
2. Continue with improvements and upgrades at the Fairgrounds Arena.
3. Improve e-government by accepting electronic payments for taxes, water/sewer bills and DPW trash bills.

### **Mayor Jeffrey E. Graham**

1. Pass a budget that maintains the tenets of our multiyear financial plan including fair treatment of employees, tax rate stability and investment in key infrastructure related to future growth.
2. Work with the Council to realize their individual goals in the context of a challenging fiscal environment.
3. Seek to make reorganization and reform of government a part of debate at statewide level.
4. Work with municipal leaders on creating a dialogue on County's use of sales and mortgage tax exemptions, and the real cost to local governments.
5. Take more active role in WLDC activities including restricting of staff arrangements to ensure accountability to Board.
6. Seek completion of west end sewer projects and completion of final phase of downtown rehab and river park construction.

**MISSION:**

The City of Watertown, New York fosters an environment that ensures the health, safety and general welfare of the community and its visitors by providing responsive services.

Our city government provides leadership to enhance the quality of life while preserving our heritage.

**VISION:**

The City of Watertown, New York aspires to be a vibrant, attractive community of rich, recreational, cultural and economic opportunity that maintains a small town appeal.

**GUIDING PRINCIPLES:**

*To succeed in our mission, we believe that:*

- Integrity is non negotiable.
- Trust is a two-way street.
- Everyone will be treated with respect and dignity.
- Disagreement does not equal disrespect.
- All employees are accountable.
- Communication is critical to success.
- Safety will not be compromised.
- Quality counts.
- Innovation is encouraged.
- Service with pride.

March 31, 2010

To: The Honorable Mayor and City Council

From: Mary M. Corriveau, City Manager

Subject: Executive Summary Report, Short Term, High Intensity  
Monitoring Program

Included in the March 15, 2010 City Council agenda was a copy of the Executive Summary report prepared by Chief Operator Michael J. Sligar on the monitoring done at the City of Watertown's Pollution Control Plant in connection with the facility being used as a disposal site for "flowback" wastewater extracted from the Ross #1 well in Otsego County New York.

Mr. Sligar suggested the Executive Summary be provided to the City Council as the "full report is highly technical, comprised of detailed laboratory reports written in acronyms, symbols and signs, and the acute toxicity testing report; it's a difficult read for technicians." The full report is available for City Council review in my office, should you wish to read it.

Since the March 15, 2010 meeting, Mr. Sligar has forwarded to me a Notice of Intent to Dispose from Gastem-USA. As Mr. Sligar states in the accompanying email to me, this is a request to discharge and carries no more weight than that, as any discharges would need to be approved by the Department of Environmental Conservation and the City of Watertown before this could happen.

Mr. Sligar will be in attendance at the April 5, 2010 City Council meeting to answer any questions the Council may have regarding the findings and the request from Gastem-USA.

**Re: Letter of Notification of Intent to Dispose at Watertown**

Attention:

**Michael Sligar  
Chief Operator  
Watertown Wastewater Treatment Facility  
New York State**

*Re; Sheckels #1 Re-frac Project, API #31-077-23760-00-00, located on East Springfield True latitude North 42°48'26.5", True Longitude West 74°47'04.7"*

This letter is written on behalf of Gastem-USA (herein, the "Company") to serve as a notification of the Company's intent to dispose of flowback water from a proposed one (vertical) well re-fracturing of the Sheckels #1 well located in Otsego County, New York State. Within this documentation, you may find attached detailed water toxicology analysis of the previously drilled Sheckels#1 well. The expectation of the flowback water results from the re-fracturing of the Sheckels #1 well is that it will be similar to the results of the previous analysis (see attached Sheckels #1).

The projected water volume to be consumed on this project is 80,000 gallons. The Company anticipates a flow back volume of approximately 50%. The one (vertical) well program is expected to commence mid May 2010 with disposal anticipated June 15<sup>th</sup> after full analysis has been completed.

If you have any questions, concerns or queries, please do not hesitate to contact the Company directly.

Best,

Meghan P. Leaver  
Corporate Environmental Affairs

**Gastem**

1155 University St., Suite 1215  
Montreal (QC) H3B3A7  
(t) 514.875.9034 ext. 235  
(f) 514.878.3041

**Corriveau, Mary M**

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**From:** Sligar, Michael J  
**Sent:** Tuesday, March 16, 2010 1:41 PM  
**To:** Corriveau, Mary M; Hauk, Kurt  
**Cc:** 'Ann Rice'  
**Subject:** FW: Notification of Intent to Dispose at Watertown Treatment Facility

This has been received. I opened the email this morning.

Gastem's notice of intent is to be understood as a request to discharge. I carries no more weight than that. Both the City and the NYSDEC must approve before it can happen. Please note that the email from Meghan Leaver copied Brian Baker. He's with the NYSDEC in Albany and is the Section Chief of the unit that would approve the City's ability to accept the discharge.

Mike

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**From:** Meghan Leaver [mailto:meghan.leaver@gastem.ca]  
**Sent:** Friday, March 12, 2010 4:02 PM  
**To:** msligar@watertown-ny.gov  
**Cc:** 'Brian Baker'; Orville Cole; Rich Nyahay; Thomas Byrnes  
**Subject:** Notification of Intent to Dispose at Watertown Treatment Facility

Mr. Sligar,

Please find attached the *Notification of Intent to Dispose* at the Watertown facility in late spring 2010, submitted on behalf of Gastem-USA.

Please advise if you have any outstanding questions or queries.

Regards,

Meghan P. Leaver  
Corporate Environmental Affairs

**Gastem**  
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Montreal (QC), H3B3A7  
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