

**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, July 1, 2013, 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

PRIVILEGE OF THE FLOOR

RESOLUTIONS

- Resolution No. 1 - Adoption of the New York State Uniform Notice of Claim Act
- Resolution No. 2 - Authorizing Payment for Asbestos Abatement at the Watertown International Airport, County of Jefferson, NY
- Resolution No. 3 - Approving Agreement Between the City of Watertown and the Watertown City School District, School Resource Officer
- Resolution No. 4 - Approving Flat Fee for Concessions, Jefferson County Agricultural Society
- Resolution No. 5 - Approving Agreement for Flat Fee Use of Athletic Fields, Pop Warner Football League
- Resolution No. 6 - Authorizing Spending From Capital Reserve Fund
- Resolution No. 7 - Accepting Bid for Police Officers' Uniforms, United Uniforms
- Resolution No. 8 - Finding that the Woolworth Building Renovation and Parking Lot Construction Will Not Have a Significant Impact on the Environment

- Resolution No. 9 - Revising the Conditions of the Sale of the Iron Block/
Woodruff II Site to David Gallo and Erich Seber
- Resolution No. 10 - Approving PILOT Agreement for Woolworth Building,
Woolworth Watertown LLC
- Resolution No. 11 - Approving Amendment to Agreement for Professional
Services for Western Outfall Trunk Sewer Upgrade,
GYMO P.C.

ORDINANCES

- Ordinance No. 1 - Amending City Municipal Code § A320-4
- Ordinance No. 2 - An Ordinance Amending the Ordinance Dated
February 21, 2012, as Amended January 22, 2013 and
May 20, 2013, Authorizing the Issuance of \$485,000
Bonds of the City of Watertown, Jefferson County,
New York, to Pay Part of the \$775,000 Estimated
Maximum Cost of the Design of a Disinfection
System at the City's Wastewater Treatment Plant, to
Increase the Estimated Maximum Cost to \$5,900,000
to Increase the Amount of Bonds Authorized to
\$5,610,000, to Expand the Object or Purpose to
Include all Costs of the New Disinfection System and
to Increase the Period of Probable Usefulness to
Thirty Years
- Ordinance No. 3 - An Ordinance Amending the Ordinance Dated
September 6, 2011, as Amended November 21, 2011
and January 21, 2013, Authorizing the Issuance of
\$700,000 Bonds of the City of Watertown, Jefferson
County, New York, to Pay the Costs of the Design
for the Factory Street Reconstruction, to Increase
the Estimated Maximum Cost Thereof and the
Amount of Bonds Authorized to \$975,000

LOCAL LAW

PUBLIC HEARING

OLD BUSINESS

- Tabled - Ordinance Amending the Code of the City of Watertown, §310-1,
Definition of Family and §310-34, Accessory Uses in Residence
Districts

STAFF REPORTS

1. Speeding on Gotham, Holcomb, Mill and Phelps Streets
2. Grant Award Letter from the North Country Regional Economic Development Council
3. Properties Not Redeemed
4. Letter from Tony Morgia

NEW BUSINESS

EXECUTIVE SESSION

To discuss the employment history of a particular individual.

WORK SESSION

No Work Session is scheduled for the month of July.

ADJOURNMENT

**NEXT REGULARLY SCHEDULED CITY COUNCIL MEETING IS MONDAY,
JULY 15, 2013.**

June 18, 2013

To: The Honorable Mayor and City Council
From: Elliott B. Nelson, Confidential Assistant to the City Manager
Subject: The Uniform Notice of Claim Act

On December 17, 2012, Governor Andrew M. Cuomo signed the Uniform Notice of Claim Act into law. This act, which became effective on June 15, 2013, amended New York State General Municipal Law to allow notices of claim against cities and villages to be served upon the New York Secretary of State as an agent for New York State's public corporations. Pursuant to the act, any notice of claim served upon the New York Secretary of State will be forwarded to the city or village designated to receive the claim.

In order to comply with this state legislation, the City of Watertown must pass a resolution that (a) designates the New York Secretary of State as the City's agent for service of notices of claim, (b) provide the name and address of the official designee of the City to whom the Secretary of State will forward any notice of claim, and (c) provide the applicable time limit for filing a notice of claim against the City of Watertown.

The attached resolution prepared for City Council consideration designates City Clerk Ann Saunders as the City's designee to which any notice of claim served upon the Secretary of State will be forwarded.

RESOLUTION

Page 1 of 1

Adoption of the New York State
Uniform Notice of Claim Act

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.

YEA	NAY

Total

Introduced by

WHEREAS on December 17, 2012 Governor Andrew M. Cuomo signed the Uniform Notice of Claim Act into law, which became effective on June 15, 2013, and

WHEREAS the Uniform Notice of Claim Act amends New York State General Municipal Law to allow notices of claim against cities and villages to be served upon the New York Secretary of State as an agent for New York’s public corporations, and

WHEREAS pursuant to the Uniform Notice of Claim Act, the New York State Department of State will forward any notice of claim served upon it to the individual city or village designated to receive the notice of claim, and

WHEREAS pursuant to the Uniform Notice of Claim Act, each city and village within New York must designate the New York Secretary of State as the local government’s agent for the service of notices of claim, must provide the name and address of an official designee to which the Secretary of State will forward any notice of claim, and provide the applicable time limit for filing a notice of claim,

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Watertown hereby designates the New York Secretary of State as the City of Watertown’s agent for the service of notices of claim, and

BE IT FURTHER RESOLVED that the City Council of the City of Watertown hereby appoints City Clerk Ann M. Saunders as the designee to which the New York Secretary of State will forward any notice of claim, located at 245 Washington Street, Watertown, NY 13601, and

BE IT FURTHER RESOLVED that any notice of claim filed with the City of Watertown must be provided within 90 days of the incident to which it refers.

Seconded by

June 18, 2013

To: The Honorable Mayor and City Council

From: Elliott B. Nelson, Confidential Assistant to the City Manager

Subject: Authorizing Payment for Asbestos Abatement;
County of Jefferson, New York

At the Regular Meeting of December 6, 2004, City Council approved an Airport Transfer Agreement which transferred the ownership of the Watertown International Airport from the City to Jefferson County. Contained within that agreement are provisions for the City of Watertown to reimburse Jefferson County for asbestos abatement work performed on the terminal building after the execution of the agreement. An invoice in the amount of \$142,914.16 has been received by the City Comptroller's Office.

City staff and Attorney Slye have carefully reviewed the invoice and all materials forwarded by Jefferson County and believe they have met the obligations contained within the Transfer Agreement of 2004. As such, is it necessary for Council to approve this appropriation to satisfy the provisions of the agreement.

Staff will be available at the meeting to answer any questions Council may have on this legislation.

RESOLUTION

Page 1 of 1

Authorizing Payment for Asbestos Abatement at the Watertown International Airport, County of Jefferson, NY

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 on December 6, 2004, the City Council of the City of Watertown authorized the City Manager to execute all documents necessary to effect transfer of the Airport to the County of Jefferson, and

WHEREAS said Airport Transfer Agreement included provisions for the City of Watertown to reimburse the County of Jefferson for funds expended related to asbestos abatement within the terminal building, and

WHEREAS the County of Jefferson has provided the City of Watertown with sufficient documentation proving said asbestos abatement has been completed within the confines of the Airport Transfer Agreement, and

WHEREAS the City of Watertown Comptroller’s Office has received an invoice from the County of Jefferson in the amount of \$142,914.16,

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Watertown hereby authorizes the appropriation of \$142,914.16 to the County of Jefferson related to Asbestos Abatement as stipulated in the Airport Transfer Agreement approved by City Council on December 6, 2004, and

BE IT FURTHER RESOLVED that City Comptroller James E. Mills is authorized and directed to complete this payment of behalf of the City of Watertown.

Seconded by

June 18, 2013

To: The Honorable Mayor and City Council

From: Sharon Addison, City Manager

Subject: Approving Agreement Between the City of Watertown
and the Watertown City School District, School Resource Officer

For the last three years, the City of Watertown and the Watertown City School District have partnered to provide School Resource Officer (SRO) services in Watertown High school and Case Middle School. This program has been a tremendous success for the Police Department and the School District. Police Officer Scott McIntyre has served as the SRO. His commitment to the program, relationship with the teachers and administration, along with his true desire to make a better tomorrow for the students, have contributed to the program's success.

The three (3) year Agreement between the City and the School District expires on July 31, 2013. Representatives from the City and the School District have met and reviewed the terms of the expiring Agreement and are recommending that a new three (3) year Agreement be entered into between the parties. The Agreement defines the duties and responsibilities of the SRO, the duties of the City, the duties of the School district, the financing of the position, the appointment/selection of the SRO and the dismissal or replacement of the SRO. Under the terms of this three (3) year Agreement, the City will provide a trained officer who will, at all times, remain an employee of the City, but who will work with the School District on instructional activities; attend parent/faculty meetings; be available for conferences with students, parents and faculty; develop strategies to minimize dangerous situations; conduct formal police interviews; and conduct investigations. The School District will continue to provide the SRO with an office and supplies needed to perform the duties of SRO.

Financing of the SRO position will be shared between the City and the School District. Expenses will be prorated based on the number of days the individual actually works as the SRO, to the total days worked. Vacation days and sick days will not be considered days worked for this calculation. When the SRO is not performing SRO duties, the officer will be working in the Police Department. SRO services will be provided during the school year, with time at the beginning and end of the year to put plans together and complete work started. The SRO position and the offsetting revenue from the School District are contained in the adopted Fiscal Year 2013 -2014 budget.

A resolution approving this Agreement has been prepared for City Council consideration.

Page 1 of 1

Approving Agreement Between the City of Watertown and the Watertown City School District, School Resource Officer

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 of Watertown possesses authority over the Watertown Police Department, which was created as a department and agency of the city government by Charter, and

WHEREAS it is the intent and desire of the City of Watertown and the Watertown City School District to provide for services of a School Resource Officer,

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Watertown that it hereby approves the School Resource Officer Agreement between the City of Watertown and the Watertown City School District, a copy of which is attached and made a part of this resolution, and

BE IT FURTHER RESOLVED that City Manager Sharon Addison is hereby authorized and directed to execute the Agreement on behalf of the City.

Seconded by

SCHOOL RESOURCE OFFICER AGREEMENT

THIS AGREEMENT, made and entered into this ____ day of _____ 2013, by and between the Watertown City School District ("District"), and the City of Watertown ("City").

WITNESSETH:

WHEREAS, the City possesses authority over the Watertown Police Department, which has been created as a department and agency of city government by Charter;

WHEREAS, it is the intent and desire of the City and District to provide for the services of a School Resource Officer("SRO") as set forth herein,

NOW THEREFORE, in consideration of the foregoing and the mutual agreements as set forth herein below, IT IS HEREBY AGREED by and between the District and the City as follows:

ARTICLE I

Term

It is the intent and provision of this Agreement to provide for the services of an SRO with such services to be rendered at such District school sites as more fully described herein below for a term commencing on August 1, 2013 and expiring three (3) years thereafter on July 31, 2016. It is expressly agreed and understood that the District and the City shall not be bound hereby beyond the foregoing three (3) year term.

ARTICLE II

Rights And Duties Of The City

The City shall provide an SRO and SRO services as follows:

(A) Training

The SRO shall be a sworn law enforcement officer. Prior to the assignment of a person to serve as SRO, the City shall certify in writing to the Superintendent of the District that such person has

had specialized training to work with youth at a school site. Such training may consist of university course work for potential SRO candidates, law enforcement course work addressing working with youth at a school site, professional training in such areas, or training and experience in connection with other recognized school/youth law enforcement programs (*e.g.*, D.A.R.E.).

(B) Assignment of SRO

(1) The City shall assign one (1) regularly employed police officer to serve as SRO who shall serve at Watertown High School and Case Middle School, pursuant to a schedule to be determined in conjunction with the principals of such schools, the Superintendent of the District, the City Manager of the City of Watertown, and the Chief of Police of the City. In addition, the SRO shall perform services on an as needed basis in the District's elementary schools, and the schedule to be devised will allow for such.

(2) The SRO shall report directly to the Administrative Sergeant within the Watertown Police Department, who, as the SRO's supervisor, will work with the school administration of the District in providing for the rendition of SRO services as outlined herein.

(C) Regular Duty Hours Of SRO

(1) The SRO shall perform a regular workweek of hours with such hours and pay to be based on duties and pay equivalent to a regular police officer employed by the City. It is agreed and understood that pursuant to clause (D) (2) (d) below, the SRO will from time to time be expected to attend meetings of parents/ faculty and school functions on request of a principal.

(D) Duties of SRO

(1) Instructional responsibilities/duties of SRO.

The SRO shall work in conjunction with principals of the aforementioned schools and certified instructors to assist in the delivery of instruction in a variety of subject areas, including but not limited to, police and their role in society; laws; juvenile and adult criminal justice systems; career opportunities in law enforcement; drug education; gang resistance education and training;

teens, crime and community; conflict resolution; and other classes as permitted by scheduling and as determined to be appropriate by respective principals and school staffs.

(2) Additional Duties and Responsibilities of the SRO.

(a) The SRO shall coordinate his or her instructional activities with principals and staff members so as to allow for the orderly educational process within the respective schools served.

(b) The SRO shall develop expertise in presenting various subjects to the students. Such subjects shall include basic understanding of the laws, the role of the police officer and the police mission.

(c) The SRO shall encourage individual and small group discussions with students based upon material presented in class to further establish rapport with students.

(d) When requested by the principal, the SRO shall attend parent/faculty meetings to solicit support and understanding of the program.

(e) The SRO shall make himself/herself available for conferences with students, parents, and faculty members to assist with problems of law enforcement or of a crime prevention nature.

(f) The SRO shall become familiar with all community agencies offering assistance to youths and their families such as mental health clinics, drug treatment centers, etc. The SRO shall make referrals to such agencies when necessary thereby acting as a resource person to the students, faculty, and staff of the school. The SRO shall notify the principal in writing if a referral has been made.

(g) The SRO shall assist the principal in developing plans and strategies to prevent and/or minimize dangerous situations.

(h) Should it become necessary to conduct formal police interviews with students, the SRO shall adhere to District Policy, Watertown Police Department Policy, New York State law, and other legal requirements with regard to such interviews.

(i) The SRO may, by way of the exercise of his/her discretion as a sworn police officer, take law enforcement action as required. As soon as practical, the SRO shall, in writing, make the principal of the school aware of such action. At the principal's request, the SRO shall take appropriate law enforcement action against intruders and unwanted guests who may appear at the school and related school functions, to the extent that the SRO may do so under authority of law. Whenever practical, the SRO shall advise the principal before requesting additional police assistance on campus.

(j) The SRO shall give assistance to the law enforcement officers in matters regarding his/her school assignment, whenever necessary.

(k) The SRO shall, whenever possible, participate in and/or attend school functions.

(l) The SRO may conduct investigations relating to runaways, thefts, or any crime, relating to the students attending schools that the SRO serves.

(m) The SRO shall maintain detailed and accurate records of the operation of the School Resource Officer Program, and shall submit reports of an instructional nature as required by the principal or school staff.

(n) The SRO shall not act as a school disciplinarian, as disciplining students is a school responsibility. It is agreed and understood that the principal and appropriate school staff shall be responsible for investigating and determining, in their discretion, whether a student has violated school and/or District disciplinary codes or standards and the appropriate administrative action to take. However, this shall not be construed to prevent the SRO from sharing information with school administration/staff, which may aid in the determination of whether a disciplinary offense occurred. Upon assignment, the SRO will be provided with copies of District disciplinary policies and codes and the discipline codes of each school. The SRO shall

become familiar with district/school disciplinary codes and standards, and will meet at least annually with the Superintendent and each principal for the purpose of reviewing applicable disciplinary standards.

(o) The principal, school administration, or staff may advise the SRO of incidents or activities possibly giving rise to criminal or juvenile violations and the SRO shall then determine whether law enforcement action is appropriate with respect to those activities occurring on school property or at school sponsored functions.

(p) The SRO is not to be used for regularly assigned lunchroom duties, as hall monitors, or other monitoring duties. If there is a problem in such areas, the SRO may assist the school until the problem is resolved.

ARTICLE III

Rights and Duties of the District

The District shall provide the full-time SRO the following materials and facilities deemed necessary to the performance of the SRO's duties with the Watertown City School District to be considered the SRO's base school and the office facilities as outlined below to be provided at such school:

- (A) Access to a properly lighted private office which shall contain a telephone which may be used for general business purposes.
- (B) A location for files and records which can be properly locked and secured.
- (C) A desk with drawers, a desk chair, two office chairs, a work table, filing cabinet, and office supplies.
- (D) Access to a computer and a typewriter.
- (E) Cell phone service.
- (F) A complete copy of the District's policy manual concerning students.

ARTICLE IV

Financing of the SRO program

For the term of this Agreement, the financing of the SRO will be shared between the District and the City. Expenses will include SRO's salary, including overtime, benefits, workers' compensation/207c expenses, vehicle expenses, and equipment. Expenses shall be prorated based on the number of days the individual selected to serve as the SRO actually works as the SRO. The City will bill the School District quarterly, in advance, beginning on August 1st of each year the amount of \$12,500. On June 30th of each year, a true-up will be done and the actual expenses associated with providing this service will be prorated based on actual days worked as SRO/total days worked. Vacation days and sick days will not be considered days worked. Any difference between the actual expenses associated with providing the SRO shall be billed or credited to the District.

ARTICLE V

Employment status of the SRO

The SRO shall be an employee of the Watertown Police Department, and shall not be an employee of the District. The District and the City acknowledge that the SRO shall remain responsive to the chain of command of the Watertown Police Department.

ARTICLE VI

Appointment of SRO

(A) The City Manager shall assign an officer who is qualified to be an SRO. An Interview Committee composed of the Superintendent, the Director of Personnel for the District, two (2) principals appointed by the Superintendent, and the Chief of Police will interview any candidate or candidates.

(B) SRO applicants must meet the following requirements:

- (1) The applicant must be a volunteer for the position of SRO.
- (2) The applicant must be a full-time, certified, and sworn police officer with a minimum of three (3) years law enforcement experience.

(3) Applicants must have training as outlined in Article II (A), above.

(C) Among additional criteria for consideration by the SRO Interview Committee are job knowledge, experience, training, education, appearance, attitude, communications skill, and bearing.

(D) The names of any applicants receiving a favorable recommendation from the SRO Interview Committee (which recommendation shall follow only upon a majority vote of the Interview Committee), shall be forwarded to the City Manager, who shall appoint officers from the list of those recommended.

ARTICLE VII

Dismissal of SRO/Replacement

(A) In the event a principal of a school to which the SRO is assigned feels that the SRO is not effectively performing his or her duties and responsibilities, the principal shall recommend to the Superintendent or designee that the SRO assignment be reviewed in the program at the school and shall state the reasons therefore in writing. Within five (5) working days of receiving the recommendation from the principal, the Superintendent or his/her designee shall advise the City Manager or his/her designee of the principal's request. In the event the Superintendent feels the SRO is not performing his or her duties effectively, the Superintendent shall so advise the City Manager. If the City Manager so desires, the Superintendent and Chief of Police, or their designees, shall meet with the SRO to mediate or resolve any problems which may exist. At such meeting, specified members of the staff of the school to which the SRO is assigned may be required to be present. If, within the five (5) working days referenced above, the problem cannot be resolved or mediated or in the event mediation is not sought by the Chief of Police, then the SRO shall be removed from the program at the school and a replacement shall be obtained following the process set out in Article VI.

(B) The City Manager or Chief of Police may reassign an SRO based upon Police Department Rules, Regulations, and/or General Orders and when it is in the best interest of the people of the City of Watertown.

(C) In the event of the resignation, dismissal, or reassignment of an SRO, the City Manager shall provide a temporary replacement for the SRO within thirty (30) calendar days of receiving written notice of such absence, dismissal, resignation, or reassignment. As soon as practicable, the Interview Committee following the process set out in Article VI shall recommend a permanent replacement for the SRO position. Provided however, that any temporary replacement shall have the required training and qualifications as outlined in Article II(A) and Article VI(B), above.

ARTICLE VIII

Termination of Agreement

This Agreement may be terminated by either party upon ninety (90) days written notice that any party has failed to substantially perform in accordance with the terms and conditions of this Agreement. This Agreement may also be terminated without cause by either party upon one hundred eighty (180) days written notice. Termination of this Agreement may only be accomplished as provided herein.

ARTICLE IX

Notices

Any and all notices or any other communication herein required or permitted shall be deemed to have been given when deposited in the United States Postal Service as regular mail, postage prepaid and addressed as follows:

Superintendent of Schools
Watertown City School District
District Offices
1351 Washington Street
Watertown, NY 13601

City Manager
City of Watertown
245 Washington Street, Suite 302
Watertown, NY 13601

ARTICLE X

Good Faith

The School Board, the City Manager, their agents and employees agree to cooperate in good faith in fulfilling the terms of this Agreement. Unforeseen difficulties or questions will be resolved by negotiation between the Superintendent and the City Manager, or their designees.

ARTICLE XI

Modification

This document constitutes the full understanding of the parties and no terms, conditions, understandings or agreement purporting to modify or vary the terms of this document shall be binding unless hereafter made in writing and signed by the parties.

ARTICLE XII

Non-Assignment

This Agreement, and each and every covenant herein, shall not be capable of assignment, unless the express written consent of the District's School Board and City Council is obtained.

ARTICLE XIII

Merger

This Agreement constitutes a final written expression of all the terms of this Agreement and is a complete and exclusive statement of those terms.

ARTICLE XIV

Severability

The invalidity or unenforceability of any provisions of this Agreement shall not affect the validity or enforceability of any other provision of this Agreement.

IN WITNESS WHEREOF, the parties have caused duplicate originals of this Agreement to be signed by their duly authorized officers.

IN WITNESS WHEREOF, the parties hereto have set their hands and seals as of the day and year first set forth above.

City of Watertown

By: _____
Sharon Addison, City Manager

Watertown City School District

By: _____
Terry Fralick, Superintendent of Schools

ACKNOWLEDGEMENTS

STATE OF NEW YORK)
) ss:
COUNTY OF JEFFERSON)

On this ____ day of _____, 2010 before me personally came Sharon Addison, who being by me duly sworn, did depose and say that she resides in Watertown, New York; that she is City Manager of the City of Watertown, the City described herein, and which executed the foregoing instrument; and that she signed her name thereto by order of said City Council.

Notary Public

STATE OF NEW YORK)
) ss:
COUNTY OF JEFFERSON)

On this ____ day of _____, 2010, before me personally came Terry Fralick, who being by me duly sworn, did depose and say that he resides in Watertown, New York; that he is Superintendent of Schools, for the Watertown City School District, the District described herein, and which executed the foregoing instrument; and that he signed his name thereto by order of said School Board of the Watertown City School District.

Notary Public

WATERTOWN HIGH SCHOOL

JOSEPH M. MCGRATH
Interim Principal

LESLIE E. ATKINSON
Assistant Principal

O. NELLY COLLAZO
Assistant Principal

MICHAEL A. LENNOX
Dir. of Health, Phys. Ed. & Athletics



TERRY E. FREEMAN
Lead Counselor

GAIL BASSETT
Counselor

JOHN CARBONE
Counselor

JULIE HOUGHMASTER
Counselor

Chief Gary R. Comins
Watertown Police Department
751 Watertown Drive
Watertown, New York 13601

Dear Chief Comins,

My name is Joseph M. McGrath. Since 1971 I have been employed as a public school educator. Over these years I have worked as a teacher, a counselor, a coach, a Director of Special Education, an Assistant Principal and as a Building Principal. Currently I am serving as the Interim High School Principal at the Watertown High School and it is in this capacity that I would like to speak to you about Officer Scott McIntyre. With over forty years of experience in education I have worked with dozens of law enforcement personnel, literally hundreds of teachers and dozens of Para-professionals. These experiences and relationships I feel give me credibility in evaluating professional behavior and competency. When I look back I can honestly say I have encountered very few individuals as professional as Officer Scott McIntyre. Officer McIntyre is one of the most dedicated, ethical and professional individuals I have ever had the privilege to work with. During this year I have had firsthand knowledge of how professional Officer McIntyre is. He and I have had to deal with a number of very serious and potentially explosive situations. In every situation Officer McIntyre displayed calmness, self assurance, patience, and respect for the student that in my estimation nine times out of ten deescalated these potentially violent situations. The very few times Officer McIntyre was required to use physical restraint he did so professionally and with no demonstration of any emotion, calmly explaining to the student why he had to do what he was doing. The situation was totally under control in seconds.

Another example of Officer's dedication to his position is our Mock DWI Assembly. Officer McIntyre was completely responsible for the success of this program. He coordinated every aspect of the program. Officer McIntyre devoted several hours of his own time meeting with all the agencies and groups who were involved. It was because of his attention to every detail that the program was so well received by our students.

This being my first experience as the Principal of a building this large I can honestly say I do not know what I would have done without Officer McIntyre. I appreciate all he does. He has a very special talent for working with young adults. Officer McIntyre makes a difference.

Sincerely Yours,

A handwritten signature in black ink, appearing to read "Joseph M. McGrath".

Joseph M. McGrath

Res No. 4

June 20, 2013

To: The Honorable Mayor and City Council

From: Sharon Addison, City Manager

Subject: Approving Flat Fee for Concession, Jefferson County
Agricultural Society

This year, Superintendent of Parks and Recreation Erin Gardner and I met with the Jefferson County Agricultural Society (Fair Board) about a flat fee for running their concessions during the week of the Jefferson County Fair, scheduled for July 9 to 15. The Fair Board is agreeable to this flat fee and, as stated in Ms. Gardner's attached report, will be invoiced upon approval by City Council.

A resolution for City Council consideration is attached.

July 1, 2012

RESOLUTION

Page 1 of 1

Approving Flat Fee for Concessions,
Jefferson County Agricultural Society

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

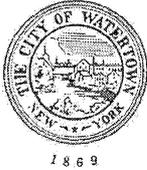
WHEREAS the City of Watertown owns and operates the Alex T. Duffy Fairgrounds, and

WHEREAS the Jefferson County Agricultural Society has agreed to a flat fee in the amount of \$875.00 for their concessions during the 2013 Jefferson County Fair operating July 9 to July 15, and

WHEREAS City Council of the City of Watertown desires to promote recreational activities at this community recreational facility,

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Watertown, New York that it hereby approves the flat fee in the amount of \$875.00 for their concessions during the 2013 Jefferson County Fair operating July 9 to July 15.

Seconded by



CITY OF WATERTOWN, NEW YORK

PARKS AND RECREATION DEPARTMENT
600 WILLIAM T. FIELD DRIVE
WATERTOWN, NEW YORK 13601-3380
E-MAIL: EGardner@watertown-ny.gov
Tel. (315) 785-7775 • Fax (315) 785-7776

J

ERIN E. GARDNER
Superintendent of
Parks and Recreation

June 20, 2013

To: Mrs Sharon Addison, City Manager
From: Erin E. Gardner, Superintendent of Parks and Recreation
Subject: Concessions at the Jefferson County Fair

The 2013 Jefferson County Fair will be operating from July 9th-15th. Representatives from the Fair met with representatives from the Parks and Recreation Department as well as the City Managers Office to discuss fees for the 2013 Jefferson County Fair. One fee that will be charged for the first time will be the concession fee. All parties involved in the meeting agreed that a one time fee of \$875 would be appropriate. Once approved by City Council, an invoice will be prepared and sent to the Jefferson County Fair. Please contact Superintendent Erin Gardner with questions.

Res No. 5

June 24, 2013

To: The Honorable Mayor and City Council
From: Sharon Addison, City Manager
Subject: Pop Warner Football League Flat Fee Agreement

Attached for Council's consideration is a flat fee Agreement between the City of Watertown and the Pop Warner Football League for events for 2013. This Agreement includes all practices and a scrimmage day on August 24. In addition, there is a \$30 per game charge for seasonal and post season games.

Parks and Recreation Superintendent Erin E. Gardner is recommending this flat fee Agreement be approved and implemented for the Pop Warner Football League. As Council is aware, any agreement for the use of City-owned facilities that is outside the parameters of the fees schedule listed in the City Code requires Council's approval.

City staff will be available at the Council Meeting to answer any questions regarding this Agreement.

RESOLUTION

Page 1 of 1

Approving Agreement for Flat Fee Use of Athletic Fields, Pop Warner Football League

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 of Watertown owns and operates numerous athletic fields throughout the City, and

WHEREAS the Pop Warner Football league has expressed their desire to enter into an Agreement for Flat Fee Use of Athletic Fields for practice events, and

WHEREAS City Council of the City of Watertown desires to promote recreational activities at this community recreational facilities,

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Watertown, New York that it hereby approves the Agreement for Flat Fee Use of various City-owned Athletic Fields at between the City of Watertown and the Pop Warner Football League, a copy of which is attached and made a part of this resolution, and

BE IT FURTHER RESOLVED that City Manager Sharon Addison is hereby authorized and directed to execute said Agreement on behalf of the City of Watertown.

Seconded by

CITY OF WATERTOWN

AGREEMENT FOR FLAT FEE USE OF ATHLETIC FIELDS

This Agreement by and between the City of Watertown, with an address of 245 Washington Street, Watertown, New York 13601 (“City”) and Pop Warner Football League, with an address of 26773 Lafave Road, Watertown, New York 13601 (“League”) dated this ____ day of July, 2013.

RECITALS

WHEREAS, for a number of years, League has scheduled the use of City-owned athletic fields at the Kostyk Field for practice events, which previous to this year did not require a fee; and

WHEREAS, the payment of the fees listed in Section A320 of the City Code of the City of Watertown would prove to be cost-prohibitive for League; and

WHEREAS, the parties desire to enter into an Agreement for the payment of a flat fee to simplify the usage and payment therefore;

The parties agree as follows:

AGREEMENT

1. The League shall seek to schedule the use of the fields as desired, and as are available, for the 2013 season;
2. The fee to be charged the League by the City for the use of the fields for practices, pursuant to the City’s “Facility and Athletic Field Agreement,” for the year 2013, shall be \$720 to include a scrimmage day in August; the League shall be charged \$30 per game on multi purpose #1 for all regular and post season games.
3. The fee shall be payable as follows:
 - a. 100% in advance of the first field usage;
4. The undersigned individuals, signing for the League, shall ultimately be personally responsible to the City for payment of the fees.
5. It is explicitly understood by League that this agreement pertains to practice events on the two City-owned fields listed above. If League is found to be practicing any other City-owned athletic fields, League will no longer be able to utilize City-owned fields.

POP WARNER FOOTBALL LEAGUE

By: Peter Clough

CITY OF WATERTOWN

By: Sharon Addison
City Manager

6/24/13

To: Ms. Sharon Addison, City Manager

From: Erin E. Gardner, Superintendent of Parks and Recreation

Subject: Pop Warner Youth Football

The City Parks and Recreation Department wishes to enter into a flat fee agreement with Watertown Pop Warner Football. The team will be using City fields at North Elementary for practices 3 days a week starting August 1st, 2013. The team will also be using the fields at the Fairgrounds for a scrimmage day on August 24th. 2013. The flat fee for practices and the scrimmage day will be \$720, with City Council approval. At this point in time, Pop Warner has not determined where they will be playing their games. In the event they play their games at the Fairgrounds the \$30 per game fee will be paid in advance of the field usage. Please contact Superintendent Gardner with questions.

Res. 6

June 24, 2013

To: The Honorable Mayor and City Council
From: James E. Mills, City Comptroller
Subject: Authorizing Spending of Funds from the Capital Reserve Fund

The City transferred \$3,100,000 into a Capital Reserve Fund in FY 2012-13 due to the acceptance of the City to a proposal from the State to change the timing of the State AIM payments. Included in the Fiscal Year 2013-14 Capital Budget and General Fund Budget were the following projects that were to be funded from the Capital Reserve Fund.

DPW Newell Street facility – Exterior freight delivery system	\$ 150,000
Snow dump platform rehabilitation	90,000
Thompson Park pavilion and restroom roof replacement	153,267
DPW Roads - Six-person single axle dump truck	100,000
DPW Buildings and Grounds - Single axle dump sander with plow	140,000
DPW Buildings and Grounds - Tractor with boom mower	115,000
DPW Refuse and Recycling - Tandem axle side load refuse packer	205,000
DPW Storm Sewer - 4X4 Backhoe	105,000
DPW Buildings and Grounds - Single axle dump truck with plow	135,000
Traffic Control and Lighting – 4x2 Pickup truck with service body	33,000
Thompson Park - Pickup truck with plow and lift gate (partially funded)	<u>13,733</u>
Total	\$1,240,000

Prior to any funds being spent from the Capital Reserve Fund on these projects, a public hearing must be held. Accordingly, staff is recommending that a Public Hearing be set for July 15, 2013 at 7:30 p.m. to discuss the appropriation of these capital reserve funds.

RESOLUTION

Page 1 of 2

Authorizing Spending
From Capital Reserve Fund

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 on June 19, 2006, the City Council approved establishing a Capital Reserve Fund pursuant to Section 6-c of the General Municipal Law to finance future capital improvements, and

WHEREAS the Adopted 2013-14 Capital Fund Budget and General Fund Budget included the following projects and equipment purchases: DPW Newell Street facility exterior freight delivery system (\$150,000), snow dump platform rehabilitation (\$90,000), Thompson Park pavilion and restroom roof replacement (\$153,267), DPW Roads six-person single axle dump truck (\$100,000), DPW Buildings and Grounds single axle dump sander with plow (\$140,000), DPW Buildings and Grounds tractor with boom mower (\$115,000), DPW Refuse and Recycling tandem axle side load refuse packer (\$205,000), DPW Storm Sewer 4X4 backhoe (\$105,000), DPW Buildings and Grounds single axle dump truck with plow (\$135,000), Traffic Control and Lighting x2 pickup truck with service body (\$33,000), and Thompson Park pickup truck with plow and lift gate (\$13,733), and

WHEREAS the City Council desired to fund these projects and equipment purchases from the Capital Reserve Fund, and

WHEREAS on Monday, July 15, 2013 at 7:30 p.m., the City Council of the City of Watertown held a public hearing to discuss the expenditure of funds from this capital reserve fund, and

WHEREAS it has been determined that the expenditure of these funds is in keeping with the purpose for the capital reserve fund,

RESOLUTION

Page 2 of 2

Authorizing Spending
From Capital Reserve Fund

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

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Watertown hereby authorizes the appropriating of Capital Reserve funds in an amount not to exceed \$1,240,000 to pay for the cost of the DPW Newell Street facility exterior freight delivery system (\$150,000), snow dump platform rehabilitation (\$90,000), Thompson Park pavilion and restroom roof replacement (\$153,267), DPW Roads six-person single axle dump truck (\$100,000), DPW Buildings and Grounds single axle dump sander with plow (\$140,000), DPW Buildings and Grounds tractor with boom mower (\$115,000), DPW Refuse and Recycling tandem axle side load refuse packer (\$205,000), DPW Storm Sewer 4X4 backhoe (\$105,000), DPW Buildings and Grounds single axle dump truck with plow (\$135,000), Traffic Control and Lighting x2 pickup truck with service body (\$33,000), and Thompson Park pickup truck with plow and lift gate (\$13,733).

Seconded by

Res No. 7

June 26 2013

To: The Honorable Mayor and City Council
From: Sharon Addison, City Manager
Subject: Accepting Bid for Police Officers' Uniforms

The City Purchasing Department has advertised and received sealed bids for the purchase of new and unused Police uniform apparel, on an as needed basis, as specified by our Police Department for the period July 1, 2013 – June 30, 2015.

Invitations to bid were issued to seven (7) prospective bidders, with two (2) bids submitted to the Purchasing Department where they were publicly opened and read on Tuesday, June 25, 2013, at 11:00 a.m.

City Purchasing Agent Amy M. Pastuf reviewed the bids received with the Police Department and it is their recommendation that the City Council accept the bid submitted by United Uniform of Buffalo, New York, as the lowest qualified bidder meeting our specifications. The other bids submitted are detailed in the attached report of Mrs. Pastuf.

RESOLUTION

Page 1 of 1

Accepting Bid for Police Officers' Uniforms,
United Uniforms

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 Purchasing Agent has advertised and received sealed bids for the purchase of new and unused police uniform apparel, on an as needed basis, as specified by the Police Department for the period July 1, 2013 – June 30, 2015, and

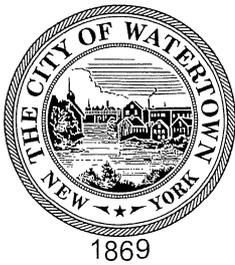
WHEREAS invitations to bid were issued to seven (7) prospective bidders with two (2) bids submitted to the Purchasing Department, and

WHEREAS on Tuesday, June 25, 2013, at 11:00 a.m., the bids received were publicly opened and read, and

WHEREAS City Purchasing Agent Amy M. Pastuf reviewed the bids received and is recommending that the City Council accept the bid submitted by United Uniform of Buffalo, New York,

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Watertown accepts the bid of United Uniform of Buffalo, New York, in the amount of \$1,373.50 for Police Officers' uniforms, on an as needed basis.

Seconded by



CITY OF WATERTOWN, NEW YORK

ROOM 205, CITY HALL
245 WASHINGTON STREET
WATERTOWN, NEW YORK 13601-3380
E-MAIL APastuf@watertown-ny.gov
Phone (315) 785-7749 Fax (315) 785-7752

Amy M. Pastuf
Purchasing Manager

MEMORANDUM

TO: Sharon Addison, City Manager
FROM: Amy M. Pastuf, Purchasing Manager
SUBJECT: Bid 2013-13 – Police Uniforms
DATE: 6/26/2013

The City's Purchasing Department advertised in the Watertown Daily Times on June 7, 2013 calling for sealed bids for the purchase of new and unused police uniforms as per City of Watertown bid specifications. The bid creates a standard price list from which orders for apparel will be placed on an as-needed basis for the contract period of July 1, 2013 to June 30, 2015.

Invitations to bid were issued to seven (7) prospective bidders and two (2) sealed bids were submitted to the Purchasing Department. The sealed bids were publically opened and read on Tuesday, June 25, 2013 at 11:00 am, local time. Please see below for the bid tabulation.

Vendor Name	Number of Items Bid Category 1	Total Bid Amount Category 1	Number of Items Bid Category 2	Total Bid Amount Category 2
Northeast Uniform Services	45 of 47	\$2,983.50	40 of 40	\$1,378.00
United Uniform	43 of 47	\$2,513.90	40 of 40	\$1,373.50

When the bids were compared using only commonly bid items, United Uniform from Buffalo, NY was the lowest responsive responsible bidder. United Uniform is the current provider for the City of Watertown Police Department and they have successfully provided the service over the last two years. It is recommended that the bid for Police Uniforms be awarded to United Uniforms for the bid period of July 1, 2013 to June 30, 2015.

Res No. 8

June 25, 2013

To: The Honorable Mayor and City Council

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

Subject: Finding That the Woolworth Building Renovation and Parking Lot Construction Will Not Have a Significant Impact on the Environment

The environmental review process pursuant to the State Environmental Quality Review Act (SEQRA) must be completed for the Woolworth Building Renovation and Parking Lot Construction before any State or Local approvals. There will be several actions that have to be taken in July and August.

Due to being in the Public Square Historic District, the proposed parking lot construction on the Iron Block/ Woodruff II Site will constitute a Type I Action. The renovation of Woolworth Building is also treated as a Type I action because it is part of the same project.

As required for Type I actions, a coordinated review was initiated. All of the other Involved Agencies have responded that they concur with the City Council acting as the Lead Agency.

The City Council must complete Part II, and Part III if necessary, of the Full Environmental Assessment Form. The resolution prepared for City Council consideration states that the Woolworth project will not have a significant impact on the environment.

RESOLUTION

Page 1 of 2

Finding that the Woolworth Building Renovation and Parking Lot Construction Will Not Have a Significant Impact on the Environment

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 Council must evaluate all proposed actions submitted for its consideration in light of the State Environmental Review Act (SEQRA), and the regulations promulgated pursuant thereto, and

WHEREAS it is anticipated that the City Council will have to make a decision on a Site Plan application for the Woolworth Building Renovation and Parking Lot Construction, thereby making the City Council an Involved Agency, and

WHEREAS the City Council has determined that this project will constitute a Type I Action as that term is defined by 6NYCRR Section 617.2, and

WHEREAS a Coordinated Review was initiated, with all other Involved Agencies responding that they concur with the City Council acting as the Lead Agency for the environmental review of this project, and

WHEREAS to aid the City Council in its determination as to whether the proposed project will have a significant impact on the environment, Part I of a Full Environmental Assessment Form has been prepared, a copy of which is attached and made part of this Resolution,

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Watertown, New York, that:

1. Based upon its examination of the Full Environmental Assessment Form and comparing the proposed actions with the criteria set forth in 6NYCRR Section 617.7, no significant impact is known, and the construction of this project will not have a significant impact on the environment.

July 1, 2013

RESOLUTION

Page 2 of 2

Finding that the Woolworth Building Renovation and Parking Lot Construction Will Not Have a Significant Impact on the Environment

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

2. The Mayor of the City of Watertown is authorized to execute the Environmental Assessment Form to the effect that the City Council is issuing a Negative Declaration under SEQRA.
3. This Resolution shall take effect immediately.

Seconded by

617.20
Appendix A
State Environmental Quality Review
FULL ENVIRONMENTAL ASSESSMENT FORM

Purpose: The full EAF is designed to help applicants and agencies determine, in an orderly manner, whether a project or action may be significant. The question of whether an action may be significant is not always easy to answer. Frequently, there are aspects of a project that are subjective or unmeasurable. It is also understood that those who determine significance may have little or no formal knowledge of the environment or may not be technically expert in environmental analysis. In addition, many who have knowledge in one particular area may not be aware of the broader concerns affecting the question of significance.

The full EAF is intended to provide a method whereby applicants and agencies can be assured that the determination process has been orderly, comprehensive in nature, yet flexible enough to allow introduction of information to fit a project or action.

Full EAF Components: The full EAF is comprised of three parts:

- Part 1: Provides objective data and information about a given project and its site. By identifying basic project data, it assists a reviewer in the analysis that takes place in Parts 2 and 3.
- Part 2: Focuses on identifying the range of possible impacts that may occur from a project or action. It provides guidance as to whether an impact is likely to be considered small to moderate or whether it is a potentially-large impact. The form also identifies whether an impact can be mitigated or reduced.
- Part 3: If any impact in Part 2 is identified as potentially-large, then Part 3 is used to evaluate whether or not the impact is actually important.

THIS AREA FOR LEAD AGENCY USE ONLY

DETERMINATION OF SIGNIFICANCE -- Type 1 and Unlisted Actions

Identify the Portions of EAF completed for this project: Part 1 Part 2 Part 3
Upon review of the information recorded on this EAF (Parts 1 and 2 and 3 if appropriate), and any other supporting information, and considering both the magnitude and importance of each impact, it is reasonably determined by the lead agency that:

- A. The project will not result in any large and important impact(s) and, therefore, is one which will not have a significant impact on the environment, therefore a negative declaration will be prepared.
- B. Although the project could have a significant effect on the environment, there will not be a significant effect for this Unlisted Action because the mitigation measures described in PART 3 have been required, therefore a CONDITIONED negative declaration will be prepared.*
- C. The project may result in one or more large and important impacts that may have a significant impact on the environment, therefore a positive declaration will be prepared.

*A Conditioned Negative Declaration is only valid for Unlisted Actions

Woolworth Building Renovation and Parking Lot Construction

Name of Action

City of Watertown

Name of Lead Agency

Jeffrey Graham

Mayor

Print or Type Name of Responsible Officer in Lead Agency

Title of Responsible Officer

Signature of Responsible Officer in Lead Agency

Signature of Preparer (If different from responsible officer)

Date

PART 1--PROJECT INFORMATION

Prepared by Project Sponsor

NOTICE: This document is designed to assist in determining whether the action proposed may have a significant effect on the environment. Please complete the entire form, Parts A through E. Answers to these questions will be considered as part of the application for approval and may be subject to further verification and public review. Provide any additional information you believe will be needed to complete Parts 2 and 3.

It is expected that completion of the full EAF will be dependent on information currently available and will not involve new studies, research or investigation. If information requiring such additional work is unavailable, so indicate and specify each instance.

Name of Action Woolworth Building Renovation and Parking Lot Construction

Location of Action (include Street Address, Municipality and County)

11 Public Square and 29-41 Public Square, Watertown, NY 13601

Name of Applicant/Sponsor David Gallo, Georgica Green Ventures LLC

Address 50 Jericho Quadrangle Suite 200

City / PO Jericho State NY Zip Code 11753

Business Telephone (516) 620-4530

Name of Owner (if different) _____

Address _____

City / PO _____ State _____ Zip Code _____

Business Telephone _____

Description of Action:

Renovation of an existing, vacant building at 11 Public Square, creating approximately 50 residential units, plus several ground floor retail units. Additionally, a surface parking lot with roughly 25 to 30 spaces will be constructed on vacant land across the street (29-41 Public Square).

Please Complete Each Question--Indicate N.A. if not applicable

A. SITE DESCRIPTION

Physical setting of overall project, both developed and undeveloped areas.

1. Present Land Use: Urban Industrial Commercial Residential (suburban) Rural (non-farm)
 Forest Agriculture Other _____

2. Total acreage of project area: 0.5 acres.

APPROXIMATE ACREAGE	PRESENTLY	AFTER COMPLETION
Meadow or Brushland (Non-agricultural)	<u>0.4</u> acres	<u>0.2</u> acres
Forested	_____ acres	_____ acres
Agricultural (Includes orchards, cropland, pasture, etc.)	_____ acres	_____ acres
Wetland (Freshwater or tidal as per Articles 24,25 of ECL)	_____ acres	_____ acres
Water Surface Area	_____ acres	_____ acres
Unvegetated (Rock, earth or fill)	_____ acres	_____ acres
Roads, buildings and other paved surfaces	<u>0.1</u> acres	<u>0.3</u> acres
Other (Indicate type) _____	_____ acres	_____ acres

3. What is predominant soil type(s) on project site? Urban fill

- a. Soil drainage: Well drained _____% of site Moderately well drained 100% of site.
 Poorly drained _____% of site

- b. If any agricultural land is involved, how many acres of soil are classified within soil group 1 through 4 of the NYS Land Classification System? _____ acres (see 1 NYCRR 370).

4. Are there bedrock outcroppings on project site? Yes No

- a. What is depth to bedrock _____ (in feet)

5. Approximate percentage of proposed project site with slopes:

- 0-10% 100% 10- 15% _____% 15% or greater _____%

6. Is project substantially contiguous to, or contain a building, site, or district, listed on the State or National Registers of Historic Places? Yes No

7. Is project substantially contiguous to a site listed on the Register of National Natural Landmarks? Yes No

8. What is the depth of the water table? NA (in feet)

9. Is site located over a primary, principal, or sole source aquifer? Yes No

10. Do hunting, fishing or shell fishing opportunities presently exist in the project area? Yes No

11. Does project site contain any species of plant or animal life that is identified as threatened or endangered? Yes No

According to:

Identify each species:

12. Are there any unique or unusual land forms on the project site? (i.e., cliffs, dunes, other geological formations?)

Yes No

Describe:

13. Is the project site presently used by the community or neighborhood as an open space or recreation area?

Yes No

If yes, explain:

The vacant lot is sometimes used for parking or passive recreation.

14. Does the present site include scenic views known to be important to the community? Yes No

15. Streams within or contiguous to project area:

None.

a. Name of Stream and name of River to which it is tributary

16. Lakes, ponds, wetland areas within or contiguous to project area:

None.

b. Size (in acres):

17. Is the site served by existing public utilities? Yes No
- a. If YES, does sufficient capacity exist to allow connection? Yes No
- b. If YES, will improvements be necessary to allow connection? Yes No
18. Is the site located in an agricultural district certified pursuant to Agriculture and Markets Law, Article 25-AA, Section 303 and 304? Yes No
19. Is the site located in or substantially contiguous to a Critical Environmental Area designated pursuant to Article 8 of the ECL, and 6 NYCRR 617? Yes No
20. Has the site ever been used for the disposal of solid or hazardous wastes? Yes No

B. Project Description

1. Physical dimensions and scale of project (fill in dimensions as appropriate).

- a. Total contiguous acreage owned or controlled by project sponsor: 0.5 acres.
- b. Project acreage to be developed: 0.5 acres initially; _____ acres ultimately.
- c. Project acreage to remain undeveloped: _____ acres.
- d. Length of project, in miles: _____ (if appropriate)
- e. If the project is an expansion, indicate percent of expansion proposed. _____ %
- f. Number of off-street parking spaces existing 0; proposed 25-30
- g. Maximum vehicular trips generated per hour: negligible (upon completion of project)?
- h. If residential: Number and type of housing units:

	One Family	Two Family	Multiple Family	Condominium
Initially	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Ultimately	<u>0</u>	<u>0</u>	<u>50</u>	<u>0</u>

- i. Dimensions (in feet) of largest proposed structure: _____ height; _____ width; _____ length.
- j. Linear feet of frontage along a public thoroughfare project will occupy is? 400 ft.
2. How much natural material (i.e. rock, earth, etc.) will be removed from the site? 1-2k cy tons/cubic yards.

3. Will disturbed areas be reclaimed Yes No N/A

a. If yes, for what intended purpose is the site being reclaimed?

- b. Will topsoil be stockpiled for reclamation? Yes No
- c. Will upper subsoil be stockpiled for reclamation? Yes No

4. How many acres of vegetation (trees, shrubs, ground covers) will be removed from site? 0.2 acres.

5. Will any mature forest (over 100 years old) or other locally-important vegetation be removed by this project?

Yes No

6. If single phase project: Anticipated period of construction: <6 months, (including demolition)

7. If multi-phased:

a. Total number of phases anticipated _____ (number)

b. Anticipated date of commencement phase 1: _____ month _____ year, (including demolition)

c. Approximate completion date of final phase: _____ month _____ year.

d. Is phase 1 functionally dependent on subsequent phases? Yes No

8. Will blasting occur during construction? Yes No

9. Number of jobs generated: during construction _____; after project is complete _____

10. Number of jobs eliminated by this project _____.

11. Will project require relocation of any projects or facilities? Yes No

If yes, explain:

12. Is surface liquid waste disposal involved? Yes No

a. If yes, indicate type of waste (sewage, industrial, etc) and amount _____

b. Name of water body into which effluent will be discharged _____

13. Is subsurface liquid waste disposal involved? Yes No Type _____

14. Will surface area of an existing water body increase or decrease by proposal? Yes No

If yes, explain:

15. Is project or any portion of project located in a 100 year flood plain? Yes No

16. Will the project generate solid waste? Yes No

a. If yes, what is the amount per month? _____ tons

b. If yes, will an existing solid waste facility be used? Yes No

c. If yes, give name _____; location _____

d. Will any wastes not go into a sewage disposal system or into a sanitary landfill? Yes No

e. If yes, explain:

17. Will the project involve the disposal of solid waste? Yes No

a. If yes, what is the anticipated rate of disposal? _____ tons/month.

b. If yes, what is the anticipated site life? _____ years.

18. Will project use herbicides or pesticides? Yes No

19. Will project routinely produce odors (more than one hour per day)? Yes No

20. Will project produce operating noise exceeding the local ambient noise levels? Yes No

21. Will project result in an increase in energy use? Yes No

If yes, indicate type(s)

22. If water supply is from wells, indicate pumping capacity _____ gallons/minute.

23. Total anticipated water usage per day _____ gallons/day.

24. Does project involve Local, State or Federal funding? Yes No

If yes, explain:

Tax credits and exemptions from local and state agencies.

25. Approvals Required:

			Type	Submittal Date
City, Town, Village Board	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	Site Plan Approval	N/A
			PILOT	N/A
City, Town, Village Planning Board	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No		
City, Town Zoning Board	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No		
City, County Health Department	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No		
Other Local Agencies	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	JCIDA	N/A
Other Regional Agencies	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No		
State Agencies	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	ESD	N/A
			NYS HCR	N/A
			NYS SHPO	N/A
Federal Agencies	<input type="checkbox"/> Yes	<input type="checkbox"/> No		

C. Zoning and Planning Information

1. Does proposed action involve a planning or zoning decision? Yes No

If Yes, indicate decision required:

- | | | | |
|---|---|--|--------------------------------------|
| <input type="checkbox"/> Zoning amendment | <input type="checkbox"/> Zoning variance | <input type="checkbox"/> New/revision of master plan | <input type="checkbox"/> Subdivision |
| <input checked="" type="checkbox"/> Site plan | <input type="checkbox"/> Special use permit | <input type="checkbox"/> Resource management plan | <input type="checkbox"/> Other |

2. What is the zoning classification(s) of the site?

Downtown District

3. What is the maximum potential development of the site if developed as permitted by the present zoning?

Any number of residential or commercial units

4. What is the proposed zoning of the site?

No change proposed.

5. What is the maximum potential development of the site if developed as permitted by the proposed zoning?

NA

6. Is the proposed action consistent with the recommended uses in adopted local land use plans?

Yes

No

7. What are the predominant land use(s) and zoning classifications within a ¼ mile radius of proposed action?

Downtown District (retail, office, multi-unit residential)

8. Is the proposed action compatible with adjoining/surrounding land uses with a ¼ mile?

Yes

No

9. If the proposed action is the subdivision of land, how many lots are proposed? _____

a. What is the minimum lot size proposed? _____

10. Will proposed action require any authorization(s) for the formation of sewer or water districts? Yes No

11. Will the proposed action create a demand for any community provided services (recreation, education, police, fire protection)?

Yes No

a. If yes, is existing capacity sufficient to handle projected demand? Yes No

12. Will the proposed action result in the generation of traffic significantly above present levels? Yes No

a. If yes, is the existing road network adequate to handle the additional traffic. Yes No

D. Informational Details

Attach any additional information as may be needed to clarify your project. If there are or may be any adverse impacts associated with your proposal, please discuss such impacts and the measures which you propose to mitigate or avoid them.

E. Verification

I certify that the information provided above is true to the best of my knowledge.

Applicant/Sponsor Name David Gallo, Georgica Green Ventures LLC Date 6/20/2013

Signature 

Title President

If the action is in the Coastal Area, and you are a state agency, complete the Coastal Assessment Form before proceeding with this assessment.

PART 2 - PROJECT IMPACTS AND THEIR MAGNITUDE

Responsibility of Lead Agency

General Information (Read Carefully)

- ! In completing the form the reviewer should be guided by the question: Have my responses and determinations been **reasonable**? The reviewer is not expected to be an expert environmental analyst.
- ! The **Examples** provided are to assist the reviewer by showing types of impacts and wherever possible the threshold of magnitude that would trigger a response in column 2. The examples are generally applicable throughout the State and for most situations. But, for any specific project or site other examples and/or lower thresholds may be appropriate for a Potential Large Impact response, thus requiring evaluation in Part 3.
- ! The impacts of each project, on each site, in each locality, will vary. Therefore, the examples are illustrative and have been offered as guidance. They do not constitute an exhaustive list of impacts and thresholds to answer each question.
- ! The number of examples per question does not indicate the importance of each question.
- ! In identifying impacts, consider long term, short term and cumulative effects.

Instructions (Read carefully)

- a. Answer each of the 20 questions in PART 2. Answer **Yes** if there will be **any** impact.
- b. **Maybe** answers should be considered as **Yes** answers.
- c. If answering **Yes** to a question then check the appropriate box(column 1 or 2)to indicate the potential size of the impact. If impact threshold equals or exceeds any example provided, check column 2. If impact will occur but threshold is lower than example, check column 1.
- d. Identifying that an Impact will be potentially large (column 2) does not mean that it is also necessarily **significant**. Any large impact must be evaluated in PART 3 to determine significance. Identifying an impact in column 2 simply asks that it be looked at further.
- e. If reviewer has doubt about size of the impact then consider the impact as potentially large and proceed to PART 3.
- f. If a potentially large impact checked in column 2 can be mitigated by change(s) in the project to a small to moderate impact, also check the **Yes** box in column 3. A **No** response indicates that such a reduction is not possible. This must be explained in Part 3.

1	2	3
Small to Moderate Impact	Potential Large Impact	Can Impact Be Mitigated by Project Change

Impact on Land

1. Will the Proposed Action result in a physical change to the project site?

NO YES

Examples that would apply to column 2

- | | | | | |
|--|--------------------------|--------------------------|------------------------------|-----------------------------|
| • Any construction on slopes of 15% or greater, (15 foot rise per 100 foot of length), or where the general slopes in the project area exceed 10%. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| • Construction on land where the depth to the water table is less than 3 feet. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| • Construction of paved parking area for 1,000 or more vehicles. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| • Construction on land where bedrock is exposed or generally within 3 feet of existing ground surface. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| • Construction that will continue for more than 1 year or involve more than one phase or stage. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| • Excavation for mining purposes that would remove more than 1,000 tons of natural material (i.e., rock or soil) per year. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Yes | <input type="checkbox"/> No |

1	2	3
Small to Moderate Impact	Potential Large Impact	Can Impact Be Mitigated by Project Change

- Construction or expansion of a sanitary landfill. Yes No
 - Construction in a designated floodway. Yes No
 - Other impacts: Yes No
-

2. Will there be an effect to any unique or unusual land forms found on the site? (i.e., cliffs, dunes, geological formations, etc.)

NO YES

- Specific land forms: Yes No
-

Impact on Water

3. Will Proposed Action affect any water body designated as protected? (Under Articles 15, 24, 25 of the Environmental Conservation Law, ECL)

NO YES

Examples that would apply to column 2

- Developable area of site contains a protected water body. Yes No
 - Dredging more than 100 cubic yards of material from channel of a protected stream. Yes No
 - Extension of utility distribution facilities through a protected water body. Yes No
 - Construction in a designated freshwater or tidal wetland. Yes No
 - Other impacts: Yes No
-

4. Will Proposed Action affect any non-protected existing or new body of water?

NO YES

Examples that would apply to column 2

- A 10% increase or decrease in the surface area of any body of water or more than a 10 acre increase or decrease. Yes No
 - Construction of a body of water that exceeds 10 acres of surface area. Yes No
 - Other impacts: Yes No
-

1	2	3
Small to Moderate Impact	Potential Large Impact	Can Impact Be Mitigated by Project Change

6. Will Proposed Action alter drainage flow or patterns, or surface water runoff?

NO YES

Examples that would apply to column 2

- | | | | | |
|--|--------------------------|--------------------------|------------------------------|-----------------------------|
| • Proposed Action would change flood water flows | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| • Proposed Action may cause substantial erosion. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| • Proposed Action is incompatible with existing drainage patterns. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| • Proposed Action will allow development in a designated floodway. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| • Other impacts: | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Yes | <input type="checkbox"/> No |

IMPACT ON AIR

7. Will Proposed Action affect air quality?

NO YES

Examples that would apply to column 2

- | | | | | |
|---|--------------------------|--------------------------|------------------------------|-----------------------------|
| • Proposed Action will induce 1,000 or more vehicle trips in any given hour. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| • Proposed Action will result in the incineration of more than 1 ton of refuse per hour. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| • Emission rate of total contaminants will exceed 5 lbs. per hour or a heat source producing more than 10 million BTU's per hour. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| • Proposed Action will allow an increase in the amount of land committed to industrial use. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| • Proposed Action will allow an increase in the density of industrial development within existing industrial areas. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| • Other impacts: | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Yes | <input type="checkbox"/> No |

IMPACT ON PLANTS AND ANIMALS

8. Will Proposed Action affect any threatened or endangered species?

NO YES

Examples that would apply to column 2

- | | | | | |
|---|--------------------------|--------------------------|------------------------------|-----------------------------|
| • Reduction of one or more species listed on the New York or Federal list, using the site, over or near the site, or found on the site. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
|---|--------------------------|--------------------------|------------------------------|-----------------------------|

	1 Small to Moderate Impact	2 Potential Large Impact	3 Can Impact Be Mitigated by Project Change
• Removal of any portion of a critical or significant wildlife habitat.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Yes <input type="checkbox"/> No
• Application of pesticide or herbicide more than twice a year, other than for agricultural purposes.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Yes <input type="checkbox"/> No
• Other impacts:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Yes <input type="checkbox"/> No

9. Will Proposed Action substantially affect non-threatened or non-endangered species?

NO YES

Examples that would apply to column 2

• Proposed Action would substantially interfere with any resident or migratory fish, shellfish or wildlife species.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Yes <input type="checkbox"/> No
• Proposed Action requires the removal of more than 10 acres of mature forest (over 100 years of age) or other locally important vegetation.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Yes <input type="checkbox"/> No
• Other impacts:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Yes <input type="checkbox"/> No

IMPACT ON AGRICULTURAL LAND RESOURCES

10. Will Proposed Action affect agricultural land resources?

NO YES

Examples that would apply to column 2

• The Proposed Action would sever, cross or limit access to agricultural land (includes cropland, hayfields, pasture, vineyard, orchard, etc.)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Yes <input type="checkbox"/> No
• Construction activity would excavate or compact the soil profile of agricultural land.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Yes <input type="checkbox"/> No
• The Proposed Action would irreversibly convert more than 10 acres of agricultural land or, if located in an Agricultural District, more than 2.5 acres of agricultural land.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Yes <input type="checkbox"/> No

	1	2	3
	Small to Moderate Impact	Potential Large Impact	Can Impact Be Mitigated by Project Change

- The Proposed Action would disrupt or prevent installation of agricultural land management systems (e.g., subsurface drain lines, outlet ditches, strip cropping); or create a need for such measures (e.g. cause a farm field to drain poorly due to increased runoff).

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Yes <input type="checkbox"/> No
--------------------------	--------------------------	--

- Other impacts:

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Yes <input type="checkbox"/> No
--------------------------	--------------------------	--

IMPACT ON AESTHETIC RESOURCES

11. Will Proposed Action affect aesthetic resources? (If necessary, use the Visual EAF Addendum in Section 617.20, Appendix B.)

NO YES

Examples that would apply to column 2

- Proposed land uses, or project components obviously different from or in sharp contrast to current surrounding land use patterns, whether man-made or natural.

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Yes <input type="checkbox"/> No
--------------------------	--------------------------	--

- Proposed land uses, or project components visible to users of aesthetic resources which will eliminate or significantly reduce their enjoyment of the aesthetic qualities of that resource.

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Yes <input type="checkbox"/> No
--------------------------	--------------------------	--

- Project components that will result in the elimination or significant screening of scenic views known to be important to the area.

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Yes <input type="checkbox"/> No
--------------------------	--------------------------	--

- Other impacts:

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Yes <input type="checkbox"/> No
--------------------------	--------------------------	--

IMPACT ON HISTORIC AND ARCHAEOLOGICAL RESOURCES

12. Will Proposed Action impact any site or structure of historic, prehistoric or paleontological importance?

NO YES

Examples that would apply to column 2

- Proposed Action occurring wholly or partially within or substantially contiguous to any facility or site listed on the State or National Register of historic places.

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Yes <input type="checkbox"/> No
--------------------------	--------------------------	--

- Any impact to an archaeological site or fossil bed located within the project site.

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Yes <input type="checkbox"/> No
--------------------------	--------------------------	--

- Proposed Action will occur in an area designated as sensitive for archaeological sites on the NYS Site Inventory.

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Yes <input type="checkbox"/> No
--------------------------	--------------------------	--

	1	2	3	
	Small to Moderate Impact	Potential Large Impact	Can Impact Be Mitigated by Project Change	
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Yes	<input type="checkbox"/> No

• Other impacts:

IMPACT ON OPEN SPACE AND RECREATION

13. Will proposed Action affect the quantity or quality of existing or future open spaces or recreational opportunities?

NO YES

Examples that would apply to column 2

- | | | | | |
|---|--------------------------|--------------------------|------------------------------|-----------------------------|
| • The permanent foreclosure of a future recreational opportunity. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| • A major reduction of an open space important to the community. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| • Other impacts: | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Yes | <input type="checkbox"/> No |

IMPACT ON CRITICAL ENVIRONMENTAL AREAS

14. Will Proposed Action impact the exceptional or unique characteristics of a critical environmental area (CEA) established pursuant to subdivision 6NYCRR 617.14(g)?

NO YES

List the environmental characteristics that caused the designation of the CEA.

Examples that would apply to column 2

- | | | | | |
|---|--------------------------|--------------------------|------------------------------|-----------------------------|
| • Proposed Action to locate within the CEA? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| • Proposed Action will result in a reduction in the quantity of the resource? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| • Proposed Action will result in a reduction in the quality of the resource? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| • Proposed Action will impact the use, function or enjoyment of the resource? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| • Other impacts: | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Yes | <input type="checkbox"/> No |

1	2	3
Small to Moderate Impact	Potential Large Impact	Can Impact Be Mitigated by Project Change

IMPACT ON TRANSPORTATION

15. Will there be an effect to existing transportation systems?

NO YES

Examples that would apply to column 2

- | | | | | |
|--|--------------------------|--------------------------|------------------------------|-----------------------------|
| • Alteration of present patterns of movement of people and/or goods. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| • Proposed Action will result in major traffic problems. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| • Other impacts: | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Yes | <input type="checkbox"/> No |

IMPACT ON ENERGY

16. Will Proposed Action affect the community's sources of fuel or energy supply?

NO YES

Examples that would apply to column 2

- | | | | | |
|---|--------------------------|--------------------------|------------------------------|-----------------------------|
| • Proposed Action will cause a greater than 5% increase in the use of any form of energy in the municipality. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| • Proposed Action will require the creation or extension of an energy transmission or supply system to serve more than 50 single or two family residences or to serve a major commercial or industrial use. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| • Other impacts: | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Yes | <input type="checkbox"/> No |

NOISE AND ODOR IMPACT

17. Will there be objectionable odors, noise, or vibration as a result of the Proposed Action?

NO YES

Examples that would apply to column 2

- | | | | | |
|--|--------------------------|--------------------------|------------------------------|-----------------------------|
| • Blasting within 1,500 feet of a hospital, school or other sensitive facility. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| • Odors will occur routinely (more than one hour per day). | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| • Proposed Action will produce operating noise exceeding the local ambient noise levels for noise outside of structures. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| • Proposed Action will remove natural barriers that would act as a noise screen. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| • Other impacts: | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Yes | <input type="checkbox"/> No |

1	2	3
Small to Moderate Impact	Potential Large Impact	Can Impact Be Mitigated by Project Change

IMPACT ON PUBLIC HEALTH

18. Will Proposed Action affect public health and safety?

NO YES

- | | | | | |
|--|--------------------------|--------------------------|------------------------------|-----------------------------|
| <ul style="list-style-type: none"> • Proposed Action may cause a risk of explosion or release of hazardous substances (i.e. oil, pesticides, chemicals, radiation, etc.) in the event of accident or upset conditions, or there may be a chronic low level discharge or emission. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| <ul style="list-style-type: none"> • Proposed Action may result in the burial of "hazardous wastes" in any form (i.e. toxic, poisonous, highly reactive, radioactive, irritating, infectious, etc.) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| <ul style="list-style-type: none"> • Storage facilities for one million or more gallons of liquefied natural gas or other flammable liquids. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| <ul style="list-style-type: none"> • Proposed Action may result in the excavation or other disturbance within 2,000 feet of a site used for the disposal of solid or hazardous waste. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| <ul style="list-style-type: none"> • Other impacts: | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Yes | <input type="checkbox"/> No |

**IMPACT ON GROWTH AND CHARACTER
OF COMMUNITY OR NEIGHBORHOOD**

19. Will Proposed Action affect the character of the existing community?

NO YES

Examples that would apply to column 2

- | | | | | |
|---|--------------------------|--------------------------|------------------------------|-----------------------------|
| <ul style="list-style-type: none"> • The permanent population of the city, town or village in which the project is located is likely to grow by more than 5%. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| <ul style="list-style-type: none"> • The municipal budget for capital expenditures or operating services will increase by more than 5% per year as a result of this project. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| <ul style="list-style-type: none"> • Proposed Action will conflict with officially adopted plans or goals. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| <ul style="list-style-type: none"> • Proposed Action will cause a change in the density of land use. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| <ul style="list-style-type: none"> • Proposed Action will replace or eliminate existing facilities, structures or areas of historic importance to the community. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| <ul style="list-style-type: none"> • Development will create a demand for additional community services (e.g. schools, police and fire, etc.) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Yes | <input type="checkbox"/> No |

1	2	3
Small to Moderate Impact	Potential Large Impact	Can Impact Be Mitigated by Project Change

- Proposed Action will set an important precedent for future projects. Yes No
- Proposed Action will create or eliminate employment. Yes No
- Other impacts: Yes No

20. Is there, or is there likely to be, public controversy related to potential adverse environment impacts?

NO YES

If Any Action in Part 2 Is Identified as a Potential Large Impact or If you Cannot Determine the Magnitude of Impact, Proceed to Part 3

Part 3 - EVALUATION OF THE IMPORTANCE OF IMPACTS

Responsibility of Lead Agency

Part 3 must be prepared if one or more impact(s) is considered to be potentially large, even if the impact(s) may be mitigated.

Instructions (If you need more space, attach additional sheets)

Discuss the following for each impact identified in Column 2 of Part 2:

1. Briefly describe the impact.
2. Describe (if applicable) how the impact could be mitigated or reduced to a small to moderate impact by project change(s).
3. Based on the information available, decide if it is reasonable to conclude that this impact is **important**.

To answer the question of importance, consider:

- ! The probability of the impact occurring
- ! The duration of the impact
- ! Its irreversibility, including permanently lost resources of value
- ! Whether the impact can or will be controlled
- ! The regional consequence of the impact
- ! Its potential divergence from local needs and goals
- ! Whether known objections to the project relate to this impact.



Please respond by June 26, 2013 if possible.

Return to: City of Watertown Planning Office
245 Washington Street, 3rd Floor
Watertown, NY 13601

anichols@watertown-ny.gov



Empire State Development hereby concurs with the City of Watertown's assumption of Lead Agency status for the purposes the environmental review the proposed *Woolworth Building Renovation and Parking Lot Construction* project, as required under the provisions of the State Environmental Quality Review Act.

Name: Soo Kang

Signature: Soo Kang

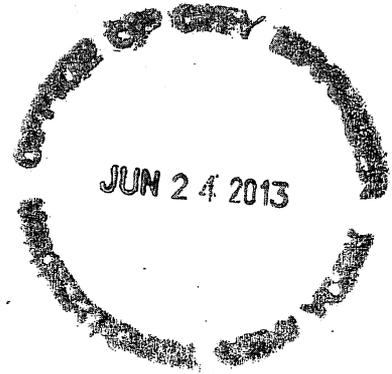
Title: Senior Planner

Date: 6/21/13

Please respond by June 26, 2013 if possible.

Return to: City of Watertown Planning Office
245 Washington Street, 3rd Floor
Watertown, NY 13601

anichols@watertown-ny.gov



NYS OPRHP hereby concurs with the City of Watertown's assumption of Lead Agency status for the purposes the environmental review the proposed *Woolworth Building Renovation and Parking Lot Construction* project, as required under the provisions of the State Environmental Quality Review Act.

Name: James Warren

Signature: James Warren

Title: _____

Date: 6/24/2013

James Warren
Historic Sites Restoration Coordinator



NEW YORK STATE
OFFICE OF PARKS, RECREATION AND HISTORIC PRESERVATION
Field Services Bureau - Peebles Island State Park 518.237.8643 ext. 3283
PO Box 189 Fax: 518.233.9049
Waterford, NY 12188 james.warren@oprhp.state.ny.us

Please respond by June 26, 2013 if possible.

Return to: City of Watertown Planning Office
245 Washington Street, 3rd Floor
Watertown, NY 13601

anichols@watertown-ny.gov

The Jefferson Co. Industrial Development Agency hereby concurs with the City of Watertown's assumption of Lead Agency status for the purposes the environmental review the proposed *Woolworth Building Renovation and Parking Lot Construction* project, as required under the provisions of the State Environmental Quality Review Act.

Name: David J. Zembiec

Signature: David J. Zembiec

Title: Deputy CEO

Date: 6/24/13





ANDREW M. CUOMO
GOVERNOR

DARRYL C. TOWNS
COMMISSIONER/CEO

NEW YORK STATE
DIVISION OF HOUSING
& COMMUNITY
RENEWAL

June 24, 2013

HOUSING
TRUST FUND
CORPORATION

Mr. Andrew Nichols, Planner
City of Watertown Planning Office
245 Washington Street, 3rd Floor
Watertown, NY 13601
anichols@watertown-ny.gov

STATE OF
NEW YORK MORTGAGE
AGENCY

NEW YORK STATE
HOUSING FINANCE
AGENCY

Re: Request for Lead Agency Status
Name of Action: Woolworth Building Renovation and Parking Lot Construction

NEW YORK STATE
AFFORDABLE HOUSING
CORPORATION

STATE OF
NEW YORK MUNICIPAL
BOND BANK AGENCY

Dear Mr. Nichols:

TOBACCO SETTLEMENT
FINANCING
CORPORATION

With this letter, the Housing Trust Fund Corporation (HTFC) consents to the City of Watertown's assumption of Lead Agency status in conducting a coordinated State Environmental Quality Review for the proposed Woolworth Building Renovation and Parking Lot project. Enclosed you will find the signed copy of the lead agency consent form.

The following is a list of issues that the HTFC would consider, and request additional information from the project sponsor, in making a Determination of Significance under the State Environmental Quality Review Act:

- The project sponsor would be required to submit a copy of a final impact determination letter from the NYS Office of Parks, Recreation and Historic Preservation.
- The project sponsor would be required to submit copies of a SPDES General Stormwater Permit if the project would disturb one or more acres.
- The project sponsor would be required to submit a copy of a Phase I Environmental Assessment report which must meet, at a minimum, the American Society for Testing and Materials standard for site assessment.
- The project sponsor would be required to submit a copy of all floodplain and wetland permits.
- The project sponsor would be required to submit evidence that this project was reviewed for compliance with the NYS Smart Growth Public Infrastructure Policy Act.

If you have any questions, please contact me at (518) 486-3379 or hspitzberg@nyshcr.org.

Sincerely,

A handwritten signature in black ink that reads "Heather Spitzberg". The signature is written in a cursive, flowing style.

Heather Spitzberg, Esq.
HTFC SEQR Officer

cc: Lois Holden, HTFC Project Manager

38-40 State Street, Albany, NY 12207

nyshcr.org

Please respond by June 26, 2013 if possible.

Return to: City of Watertown Planning Office
245 Washington Street, 3rd Floor
Watertown, NY 13601

anichols@watertown-ny.gov



HCR/HTFC hereby concurs with the City of Watertown's assumption of Lead Agency status for the purposes the environmental review the proposed *Woolworth Building Renovation and Parking Lot Construction* project, as required under the provisions of the State Environmental Quality Review Act.

Name: Heather Spitzberg
Signature: Heather Spitzberg
Title: HTFC SEQR Officer
Date: June 25, 2013

Res No. 9

June 26, 2013

To: The Honorable Mayor and City Council

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

Subject: Revising the Conditions of the Sale of the Iron Block/Woodruff II Site to David Gallo and Erich Seber

The City Council authorized the sale of the Iron Block/Woodruff II site to David Gallo and Erich Seber, or their designee, on December 17, 2012. A copy of the resolution is attached.

In part, the resolution stated that the Deed issued by the City shall contain provisions: (i) that the property must be retransferred to the City if the redevelopment of the Woolworth Building is not completed within three years of the date of the Deed and (ii) a restriction that the property may not be resold to any entity other than the City of Watertown, unless the City Council approves the sale. David Gallo has informed us that this “reversion clause” causes great concern to the potential investors in the tax credits. So much so that they feel it will jeopardize the deal. The developer is, therefore, requesting that these conditions be removed from the sale authorization.

At this point, it appears that all of the financial and property closings, including the Iron Block/Woodruff II site, will occur on the same day. This means that everyone will be fully committed to completing the project at the same time and it will be very unlikely that the Iron Block/Woodruff II site will be left undeveloped.

A resolution removing these conditions on the sale has been prepared and is attached for City Council consideration.

RESOLUTION

Page 1 of 1

Revising the Conditions of the Sale of the Iron Block/
Woodruff II Site to David Gallo and Erich Seber

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 Council authorized the sale of real property known as the Iron Block/ Woodruff II Site, including 29 Public Square, 31 Public Square, 35-39 Public Square, and a portion of 41 Public Square, to David Gallo and Erich Seber, or their designee, on December 17, 2012, and

WHEREAS the buyers have requested that the sale not be conditioned on the deed containing provisions: (i) that the property must be re-transferred to the City if the redevelopment of the Woolworth Building is not completed within three years of the date of the deed and (ii) a restriction that the property may not be re-sold to any entity other than the City of Watertown, unless the City Council approves the sale as stated in said resolution, because of concerns raised by investors, and

WHEREAS the City Council agrees that said conditions are no longer necessary and wishes to take reasonable actions to accommodate the Woolworth project,

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Watertown that sale of the Iron Block/ Woodruff II Site is authorized as stipulated in the resolution dated December 17, 2012 with the exceptions that the sale is not conditioned on the deed containing provisions: (i) that the property must be re-transferred to the City if the redevelopment of the Woolworth Building is not completed within three years of the date of the deed and (ii) a restriction that the property may not be re-sold to any entity other than the City of Watertown, unless the City Council approves the sale, as stated in said resolution.

Seconded by

RESOLUTION

Page 1 of 2

Authorizing the Sale of the Iron Block/
Woodruff II Site to David Gallo and Erich Seber

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
X	
X	
X	
X	
X	
5	0

Introduced by

Council Member Roxanne M. Burns

WHEREAS the Woolworth Building at 11 Public Square is currently vacant and unproductive, and

WHEREAS the redevelopment of the Woolworth Building is an important component of the City of Watertown's downtown revitalization efforts, and

WHEREAS a joint venture of David Gallo of Georgica Green Ventures LLC and Erich Seber of White Birch Enterprise LLC is proposing to renovate the Woolworth Building into 11,100 square feet of commercial space on the first floor and 50 units of housing on the upper floors, and

WHEREAS the City Council desires to take actions necessary to assist the proposed project in becoming a reality, and

WHEREAS the developer has identified the need for parking spaces dedicated to the project, and

WHEREAS there is available nearby land owned by the City of Watertown, known as the Iron Block/Woodruff II Site, including 29 Public Square, 31 Public Square, 35-39 Public Square and a portion of 41 Public Square, and

WHEREAS said real property has never been assigned a public purpose by the City Council,

RESOLUTION

Page 2 of 2

Authorizing the Sale of the Iron Block/
Woodruff II Site to David Gallo and Erich Seber

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

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Watertown that pursuant to §23(b) of the General City Law, §247 of the Charter of the City of Watertown as amended by Local Law No. 1 of 1985, adopted December 3, 1984, effective January 17, 1985, and the Ordinance, Municipal Code, Chapter 16 adopted by the City Council on June 6, 1977, that the offer of \$1.00 submitted by David Gallo and Erich Seber for **an unconditional option to the purchase** Parcels No. 7-01-116, 7-01-114, 7-01-113 and the non-shaded portion of 7-01-112.001 as shown on Exhibit A, attached herewith, **within three years of the date of this resolution for the purchase price of \$1.00**, is a fair and reasonable offer and is hereby accepted, and

BE IT FURTHER RESOLVED that the **option may not be exercised and the sale/transfer shall not take place until all financing for the Woolworth Redevelopment Project is in place, and**

BE IT FURTHER RESOLVED that the deed issued by the City shall contain provisions that the property must be re-transferred to the City if the redevelopment of the Woolworth Building is not completed within three years of the date of the deed and that the property may not be re-sold to any entity other than the City of Watertown, unless the City Council approves the sale. In the event of re-conveyance to the City, the consideration will be \$1.00, and

BE IT FURTHER RESOLVED that the Mayor is hereby authorized, empowered and directed to **sign the option of behalf of the City and to ultimately** execute a Quit Claim Deed of said property, in accordance with the above conditions, to David Gallo and Erich Seber, or their designee for receipt of the title authorized hereby, upon receipt of the above-mentioned **sums** of money in cash only to the City Comptroller.

Seconded by Council Member Teresa R. Macaluso

Motion was made by Council Member Jeffrey M. Smith to amend the foregoing resolution as indicated above.

Motion was seconded by Council Member Teresa R. Macaluso and carried with all voting in favor thereof.

June 26, 2013

To: The Honorable Mayor and City Council
From: Brian Phelps, City Assessor
Subject: Consent for Woolworth Building PILOT

The Jefferson County Industrial Agency is asking for consent to enter into a Payment in Lieu of Taxes (PILOT) agreement with Woolworth Watertown, LLC.

The proposal calls for set payments throughout the 15 year term of the agreement (column 4). These payments will be split between the three taxing entities in the same ratio as the current tax rates. Payments will be made on the same dates and in the same manner as taxes.

At the end of the 15 year term, if the property is still under the control of the JCIDA, the PILOT payments will be equal to the amount of taxes that would normally be due.

The PILOT covers the property at 11 Public Square and that parcel to be conveyed by the City on the north side of the square to be used for parking.

The \$9,000 initial payment is higher than the estimated taxes due on the property this year. The year 5 and 10 increases are substantial and should exceed the CPI requirements expressed in City Council's resolution approved December 17, 2012.

RESOLUTION

Page 1 of 2

Approving PILOT Agreement for Woolworth Building, Woolworth Watertown LLC

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 JEFFERSON COUNTY INDUSTRIAL DEVELOPMENT AGENCY (the “Agency”) was created by Chapter 369 of the Laws of 1971 of the State of New York pursuant to Title 1 of Article 18-A of the General Municipal Law of the State of New York (collectively, the “Act”), and

WHEREAS The Agency has agreed to acquire from WOOLWORTH WATERTOWN, LLC (the “Company”), an interest in certain property located in the County of Jefferson, New York (Tax Map Parcel No. 10-01-107.000), with an address of 11 Public Square, and additional parcels of vacant land for parking located at 29, 31, 35-39 and a portion of 41 Public Square (Tax Map Parcel Nos. 7-01-116, 7-01-114, 7-01-113 and a portion of 7-01-112.001) in the City of Watertown more particularly described in the PILOT Agreement, and

WHEREAS The Agency has agreed to lease the property to the Company pursuant to a lease agreement by and between the Agency and the Company, and the Company intends to renovate, construct and equip 50 low income rental units in the historic Woolworth Building (the Project”), and

WHEREAS Pursuant to Section 874(1) of the Act, and Section 412(A) of the Real Property Tax Law of the State of New York, the Agency is exempt from the payment of taxes and assessments imposed upon real property and improvements owned by it other than special ad valorem levies, special assessments and services charges against real property located in Jefferson County which are or may be imposed for special improvements or special district improvements, and

RESOLUTION

Page 2 of 2

Approving PILOT Agreement for Woolworth Building, Woolworth Watertown LLC

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 Agency is seeking consent from the Taxing Jurisdictions in accordance with it's uniform tax exemption policy to enter into a Payment in Lieu of Taxes Agreement for other than a manufacturing facility, and

WHEREAS, the City of Watertown has determined that the Project is in the best interest of the City and deems it appropriate for the Agency to enter into a Payment in Lieu of Taxes Agreement making provision for payments in lieu of taxes by the Company to the Agency for the benefit of the respective Taxing Jurisdictions within which the property is located in substantially the same form as presented at this meeting.

NOW THEREFORE BE IT RESOLVED that the City of Watertown hereby consents to the Agency entering into a Payment in Lieu of Taxes Agreement with Woolworth Watertown, LLC in substantially the same form as presented at this meeting and which is attached and made part of this resolution.

Seconded by

PAYMENT IN LIEU OF TAXES AGREEMENT

THIS AGREEMENT, by and between **WOOLWORTH WATERTOWN, LLC**, a Delaware Limited Liability Company having an address of 50 Jericho Quadrangle, Jericho, New York 11753 ("**Company**") and **JEFFERSON COUNTY INDUSTRIAL DEVELOPMENT AGENCY**, an Industrial Development Agency and a Public Benefit Corporation of the State of New York having an address of 800 Starbuck Avenue, Watertown, New York 13601 ("**Agency**"),

WITNESSETH:

WHEREAS, the Agency was created by Chapter 369 of the Laws of 1971 of the State of New York pursuant to Title I of Article 18-A of the General Municipal Law of the State of New York (collectively, the "**Act**"); and

WHEREAS, the Agency by Resolution dated _____, 2013, has agreed to undertake a project to renovate, construct and equip commercial space (including retail) on the ground floor and 50 low income rental units on the remaining floors in the historic Woolworth Building (the "**Project**") on certain land located at 11 Public Square (Tax Map Parcel No. 10-01-107.000) and additional parcels of vacant land for parking located at 29, 31, 35-39 and a portion of 41 Public Square (Tax Map Parcel Nos. 7-01-116, 7-01-114, 7-01-113 and a portion of 7-01-112.001) (collectively the "**Land**"), in the City of Watertown, Jefferson County, New York, as more particularly described in Schedule "A" attached hereto (the Project and the Land are hereinafter referred to as the "**Facility**"); and

WHEREAS, the Agency has agreed to lease the Facility to the Company pursuant to a Lease Agreement executed and entered into of even date herewith (the "**Lease Agreement**") by and between Agency and the Company; and

WHEREAS, pursuant to the terms of the Lease (1) the Company will agree to cause the Project to be undertaken and completed, and (2) the Agency will agree to undertake and complete the Project; and

WHEREAS, simultaneously with the execution and delivery of the Lease Agreement, the Company will execute and deliver to the Agency a certain Lease Agreement to Agency (the "**Underlying Lease**") pursuant to which the Company leases the Land under the Project; and

WHEREAS, pursuant to section 874(1) of the Act, and Section 412(a) of the Real Property Tax Law of the State of New York, the Agency is exempt from the payment of taxes and assessments imposed upon real property and improvements owned by it other than special ad valorem levies, special assessments and service charges against real property located in Jefferson County which are or may be imposed for special improvements or special district improvements; and

WHEREAS, the Taxing Jurisdictions which are the City of Watertown (“**City**”), Jefferson County (“**County**”) and the Watertown City School District (“**School**”), have the following taxable years: the County January 1 to December 31, the City and the School July 1 to June 30; and

WHEREAS, the Agency and the Company deem it necessary and proper to enter into this agreement with the approval of the Taxing Jurisdictions, making provision for payments in lieu of taxes by the Company to the Agency, for the benefit of the respective Taxing Jurisdictions within which the Facility is or is to be located;

NOW, THEREFORE, in consideration of the covenants herein contained, it is mutually agreed as follows:

1. (a) For the purpose of payments to be made pursuant to this Agreement, the Completion Date for the Project shall be the earlier of _____ months from the date the building permit was issued for any part of the Project; or the issuance of a Certificate of Occupancy for this Project or _____, 2015 at the election of the Company. The Company shall notify each Taxing Jurisdiction and the Agency within 30 days from the anticipated Completion Date for the Project.

(b) Commencing with the tax year beginning on the next Taxable Status Date following the Completion Date and for the period set forth below or until the earlier termination of the Lease Agreement, the Company agrees to pay in lieu of all real estate, tangible personal property, inventory and/or other similar taxes and assessments (in addition to paying all special ad valorem levies, special assessments and service charges which are or may be imposed for special improvements or special district improvements) which would be levied upon the Facility during such tax years as if the Facility were owned by the Company and not by the Agency, in the amounts to each of the Taxing Jurisdictions as set forth in **Schedule “B”** attached hereto:

(c) The Company shall pay, or cause to be paid the amounts set forth in **Schedule “B”** hereof within the grace period, without penalty, applicable to taxes, assessments, special ad valorem levies, special service charges or similar tax equivalents, as the case may be, on similar property subject to taxation by the Taxing Jurisdictions during such respective tax years, subject to any late payment penalties pursuant to §874 of the Act if not made within the grace period. Any failure on the part of the Company to timely make any payments pursuant to this Agreement within ten (10) days following written notice from the Agency shall be an event of default (“**Event of Default**”) under this Agreement and under the Lease Agreement. Upon such Event of Default, the Agency shall have any and/or all of the Remedies on Default set forth in the Lease Agreement. Further, upon such Event of Default, the Payments In Lieu of Tax due under this Agreement shall immediately be an amount each Taxing Jurisdiction in Schedule “B” computed for years 16 and

thereafter. That is to say, the payment in lieu of tax payments shall be an amount equal to One Hundred Percent (100%) of Real Property taxes which would have been due if the Facility was owned by the Company and not by the Agency.

(d) Not used.

(e) Prior to the Completion Date as defined in Paragraph 1(a) above of the Project, the Company shall pay to the Agency on the Facility an amount equal to the real estate taxes and assessments on the Facility as if the Land were owned by the Company and not by the Agency. The Company shall pay or cause such amounts to be paid within the grace period without penalty, applicable to taxes, assessments, special ad valorem levies, special service charges or similar tax equivalents, as the case may be, on similar property subject to taxation by the Taxing Jurisdictions during such respective tax years, subject to any late payment penalties pursuant to Section 874 of the Act if not made within the grace period.

2. This Agreement shall terminate, unless it is terminated sooner pursuant to the Lease Agreement or any other provisions of this Agreement, on the date (“**Termination Date**”) on which time the parties agree that the Lease and Underlying Lease for the Facility shall terminate. In the event of an early termination either pursuant to this Paragraph or any other termination pursuant to this Agreement, both the Lease and the Underlying Lease shall terminate.

3. In the event that the Facility is transferred from the Agency to the Company, the Facility shall be immediately subject to taxation pursuant to Sections 302 and 520 of the New York Real Property Tax Law, as amended. However, in no event shall the Company be required to pay both a PILOT payment pursuant to the Agreement and real property taxes for a concurrent tax year or portion thereof. Therefore, should the Facility be conveyed to the Company and thus become taxable pursuant to New York RPTL Section 520, any payments payable under this Agreement as Payments required in Lieu of Taxes shall be reduced by the amount of any taxes which are required to be paid under RPTL Section 520 for any such concurrent tax year or portion thereof, and should such Payment-in-Lieu-of-Taxes already have been made, the Taxing Jurisdictions shall refund any such amounts owing to Company.

4. To the extent the Facility or any part thereof is declared to be subject to taxation or assessments by an amendment to the Act, other legislative change, or by a final judgment of a court of competent jurisdiction, the obligations of the Company hereunder shall, to such extent, be null and void.

5. Any notice required to be given under this Agreement shall be deemed to have been duly given when delivered and, if delivered by mail, postage prepaid, return receipt requested, addressed to the respective parties hereto at their

respective addresses specified below or such other addresses as either party may specify in writing to the other:

If to the Agency: Jefferson County Industrial Development Agency
800 Starbuck Avenue, Suite 800
Watertown, New York 13601
Attn: Donald C. Alexander, CEO

With a copy to: James Heary, Attorney at Law, P.C.
120 Washington Street, Suite 500
Watertown, New York 13601
Attn: James Heary, Esq.

If to the Company: Woolworth Watertown, LLC
C/o Georgica Green Ventures LLC
50 Jericho Quadrangle
Jericho, New York 11753
Attn: David J. Gallo

With a copy to: Cannon, Heyman & Weiss, LLP
54 State Street, 5th fl.
Albany, New York 12207
Attn: Geoffrey Cannon, Esq.

6. This Agreement shall be governed by and construed in accordance with the laws of the State of New York.

7. This Agreement shall be binding upon and inure to the benefit of the parties, their respective successors and assigns.

8. This Agreement may only be assigned by the Company with the written consent of the Agency and the Taxing Jurisdictions. In the event of such assignment, the Company will remain legally responsible to all of the other parties to this Agreement for all of the obligations and responsibilities herein imposed upon it.

9. This Agreement may be executed in any number of counterparts, each of which shall be deemed to be an original for all purposes and all of which shall constitute collectively a single agreement. In making proof of this Agreement, it shall not be necessary to produce or account for more than one such counterpart.

IN WITNESS WHEREOF, each of the parties hereto has executed this Agreement on the date set forth before the signature of its respective representative.

Date: June , 2013

WOOLWORTH WATERTOWN, LLC

By: _____
David J. Gallo, Managing Partner

Date: June , 2013

**JEFFERSON COUNTY INDUSTRIAL
DEVELOPMENT AGENCY**

By: _____
Donald C. Alexander, CEO

SCHEDULE "A"
(Legal Description of Land)

SCHEDULE "B"

**Payments to be made to each of the Taxing Jurisdictions
for the 15-year term of this PILOT**

Payment amounts to each Taxing Jurisdiction shall be paid pursuant to the payment schedule set forth below:

County	\$7.215725
City	\$7.211
School	\$9.957695

PAYMENT SCHEDULE

<u>Tax Years</u>	<u>County</u>	<u>City</u>	<u>School</u>	<u>Total</u>
Years 1-4	\$2,663	\$2,661	\$3,675	\$8,999
Years 5-9	\$3,551	\$3,548	\$4,901	\$12,000
Years 10-15	\$4,439	\$4,435	\$6,126	\$15,000
Years 16+	PILOT payments shall be an amount equal to One Hundred Percent (100%) of Real Property taxes which would have been due if the Facility was owned by the Company and not by the Agency.			

Res No. 11

June 27, 2013

To: The Honorable Mayor and City Council

From: Sharon Addison, City Manager

Subject: Agreement for Professional Services, GYMO P.C. - Amendment

Enclosed is an amendment to the Professional Services Agreement for the Western Outfall Trunk Sewer. The purpose of the original agreement was to perform engineering services to evaluate and design the Western Outfall truck sewer upgrade from Chestnut Street to Ives Street for an amount not to exceed \$114,850. It was approved by City Council on April 16, 2012.

GYMO has proceeded with the investigation of that section of sewer, including video, and it is necessary to amend the scope to expand the investigation area, as detailed in City Engineer Kurt Hauk's attached memo. An amendment for Professional Services Agreement has been negotiated with GYMO P.C. The amended scope of services does not increase the amount of compensation for the Agreement.

The Fiscal Year 2011-12 Sewer Fund appropriated an \$80,000 transfer for the design phase. The Fiscal Year 2012-13 Sewer Fund Budget appropriated \$830,000 as a transfer to the Capital Fund to pay for this project.

Attached for City Council consideration is a Resolution approving the amended scope of the Agreement with GYMO, P.C.

RESOLUTION

Page 1 of 1

Approving Amendment to Agreement for Professional Services for Western Outfall Trunk Sewer Upgrade, GYMO P.C.

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 of Watertown approved an Agreement for Professional Services with GYMO P.C. for engineering services to design and evaluate the Western Outfall Trunk Sewer Upgrade on April 16, 2012, and

WHEREAS an Amendment to the Scope of Services to the Agreement for Professional Services with GYMO P.C., is necessary at this time, and

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Watertown hereby approves the Amendment to the Scope of Services to the Agreement for Professional Services between the City of Watertown and GYMO P.C. for engineering services to design and evaluate the Western Outfall Trunk Sewer Upgrade for a cost not to exceed \$114,850, a copy of which is attached and made a part of this resolution.

Seconded by

26 June 2013

Mr. Kurt W. Hauk, P.E.
City Engineer
City of Watertown
Suite 305, City Hall
245 Washington Street
Watertown, New York 13601

Edward G. Olley, Jr., AIA
William P. Plante, PLS
Patrick J. Scordo, PE
Thomas S.M. Compo, PE
Ryan Churchill, PE

Gregory F. Ashley, PLS
Brian J. Drake, PE, LEED AP
Stephen J. Gracey, PLS

In Consultation
Leo F. Gozalkowski, PLS
Stephen W. Yaussi, AIA

Re: Revised Proposal for Professional Engineering Services
Western Outfall Trunk Sewer Infiltration and Inflow Study

File: 2012-064E

Mr. Hauk:

Thank you for this opportunity to assist the City of Watertown in furthering progress on the reduction of Infiltration and Inflow (I&I) of the Western Outfall Trunk Sewer (WOTS). As requested, GYMO, P.C. has prepared this *revised* proposal for Professional Engineering Services associated with the project, *based on comments received from the City of Watertown Engineering Department on 25 June 2013. Revisions are denoted in italics.* This proposal provides our understanding of the project, a proposed Scope of Services and a Fee Schedule.

I. PROJECT UNDERSTANDING

- A. This proposal will serve to replace the original proposal provided to the City of Watertown by GYMO, P.C. entitled Western Outfall Trunk Sewer Upgrade: Chestnut to Ives Street, last revised 9 April 2012. Remaining budget of this original proposal will be re-assigned to the tasks identified herein.
- B. The scope of work identified in this proposal will be the first step of three, in which to identify the sources of I&I of the portion of the WOTS higher in elevation than Ives Street (approximately). The steps outlined with the City of Watertown Engineering Department are as follows:
 - I. Install sanitary flow meters in strategic locations throughout the main line of the WOTS to determine the highest I&I contributing sub-drainage/collection areas, *and provide a written report with recommended actions to be taken.*
 - II. Perform follow up investigations on the sub-drainage/collection areas to determine the cause of the I&I within each sub-drainage/collection area. This could be in the form of video scoping, smoke testing, dye testing and/or other testing methods.
 - III. Develop steps to remove the I&I identified in steps I and II above. Measures to prevent I&I in the future will also be reviewed.
- C. Burgh Schoenenberger Associates (BSA) will provide necessary equipment for flow metering and recording of the sanitary sewer flows. Battery Operated Isco 2150 Area-Velocity Meters are proposed for flow measurement. BSA will also provide field services necessary to assist GYMO, P.C. in setting up equipment for flow monitoring.
- D. Eleven strategic locations for flow metering ("monitoring locations") of the WOTS have been selected and will be reviewed with the City Engineering Department prior to commencement of project.

- E. Traffic Control necessary for installation and/or retrieval of flow metering equipment will be provided by GYMO, P.C. Fees for GYMO, P.C. traffic control are included in the Pre-Flow Monitoring and Flow Monitoring service lump sum fees.
- F. The initial flow monitoring period will be for 16 weeks, and is anticipated to occur July-October 2013. *If adequate data is not obtained during this period, an extension of this agreement would be required.*
- G. Confined space entry will be required by personnel of GYMO, P.C. and BSA as part of this project. All personnel whom enter confined space will have proper training, as required. The costs of equipment rental necessary for confined space entry have been included in this proposal.

II. SCOPE OF ENGINEERING SERVICES

Pre-Flow Monitoring

- A. Finalize eleven locations which require sanitary sewer flows to be monitored. This includes researching available sewer mapping of the WOTS and meeting/corresponding with the City of Watertown Engineering Department for verification of locations.
- B. Perform a field visit to each of the eleven manholes which flow metering equipment is to be installed. Verification of depth, main size, and manhole condition will be documented and considered when obtaining appropriate flow metering equipment accessories.
- C. Coordinate with City of Watertown Engineering Department to determine installation schedule of sanitary flow meters.

Flow Monitoring

- D. GYMO, P.C. and BSA will install and calibrate sanitary flow meters in eleven manholes *and perform a data check to ensure the flow monitoring equipment is functioning properly.*
- E. At a minimum, flow metering data will be downloaded monthly. Access to the manhole interior is required each time data is downloaded.
- F. *If adequate data to provide recommended actions is not obtained during the four month period, the equipment will be removed unless an extension has been agreed upon between the City of Watertown and GYMO, P.C.*

Data Analysis and Documentation

- G. Provided at least one significant storm event has occurred in the monitoring period, the data will be downloaded and analyzed for each monitoring point. A graph will be provided to show the flows recorded over the monitoring period for each of the eleven monitoring points.
- H. Peak flows anticipated to occur in sync with rain events at the eleven monitoring locations will be compared to one another. In general, base flows (non storm event periods) will be compared to the peak flows to determine the sub-drainage/collection areas experiencing the most significant I&I.
- I. A written report will be generated by GYMO, P.C. which includes the data collected, analysis and the recommended action to be taken to most effectively reduce the I&I within this section of the WOTS.

III. FEE SCHEDULE

Based on our understanding of the professional services required, GYMO, P.C. proposes to provide the Scope of Services described above for the following Lump Sum Fees:

Pre-Flow Monitoring (Tasks A-C)	\$ 9,900.00
Flow Monitoring (Tasks D-F)	\$ 52,240.00
Data Analysis and Documentation (Tasks G-I)	\$ 4,400.00
<u>Total Lump Sum Fee</u>	<u>\$ 66,540.00</u>

Although not probable, if additional services are required beyond the scope of this proposal, GYMO, P.C. will perform any additional work required and authorized by the owner at our standard hourly billing rates or for a mutually agreed to fee authorized by the owner.

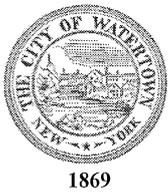
We appreciate the opportunity to maintain our professional working relationship with you. If you require additional information, please don't hesitate to contact our office.

Sincerely,
GYMO Architecture, Engineering & Land Surveying, P.C.



Ryan G. Churchill, P.E.
Senior Project Engineer
Associate

PC: PJScordo, PE – GYMO, P.C.
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CITY OF WATERTOWN
ENGINEERING DEPARTMENT
MEMORANDUM

DATE: June 26, 2013

TO: Sharon Addison, City Manager

FROM: Kurt W. Hauk, City Engineer

SUBJECT: WOTS Upgrade Chestnut to Ives Change of Scope

Enclosed is revised scope for the professional services agreement with GYMO P.C. for City Council review and approval. The original agreement and scope was created for the purposes of performing engineering services to evaluate and design the Western Outfall Trunk Sewer Upgrade between Chestnut Street and Ives Street. This section of sewer crosses the Ives Hill golf Course and surcharges during spring melts and heavy rain events. The City Council approved this on April 16, 2012 for the amount of \$114,850.

GYMO proceeded with the investigation of that section of sewer including video. The video revealed that this section of sewer is in good condition and does not need replacing or repair. This still leaves the question unanswered as to the cause of the surcharging and the action required to eliminate it.

The City and GYMO have determined an amended scope to expand the investigation area of the Western Outfall Trunk Sewer (WOTS) in order to determine the cause of the surcharging. A copy is enclosed. The work to be performed remains within the project funding. There is \$66,733 remaining for this project.

The surcharging of the WOTS is the last major constriction to sewer capacities for this part of the City. Determining a solution and performing the required work would relieve sewer capacity issues in the Washington Street and Outer Washington service areas.

Please prepare a resolution for Council consideration to accept the new scope.

Encl

cc: Amy Pastuf, Purchasing Agent
Mike Sligar, Water Superintendent
Jim Mills, City Comptroller
File

June 25, 2013

To: The Honorable Mayor and City Council

From: Elliott B. Nelson, Confidential Assistant to the City Manager

Subject: Parks and Recreation Fees

Due to an error, new language pertaining to food concessions fees were left out of the Parks and Recreation fee ordinance approved by Council at the Adjourned Meeting held June 10, 2013. Attached for Council's consideration is an ordinance that will restore the language within the City Code to that which was approved by Council on May 6, 2013.

ORDINANCE

Page 1 of 1

Amending City Municipal Code
§ A320-4

Introduced by

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 ORDAINED that Section A320-4, Schedule of Fees, of the City Code of the City of Watertown is hereby amended for only sections B.(9) and B.(10) below to read as follows:

§ A320-4. Schedule of fees.

B. Municipal Fairgrounds facility fees shall be established and enforced as follows. Reserving the use of the Municipal Fairgrounds facilities by any group may be obtained by scheduling in advance with the City’s Parks and Recreation Department and in payment of the appropriate fee as described below to the City Comptroller in advance of the reserve time use unless otherwise stipulated in an agreement between the user and the City. Nothing in this section shall prohibit the City from entering into an agreement for the use of the Municipal Arena, at rates other than the rates described below. However, any such agreement shall require the approval of the City Council.

(9) Food Concessions: The concert/performance promoter shall be charged a fee of \$250, per vendor, per day for the right to allow concessions at their event. All other user groups shall be charged \$50 per vendor, per day for the right to allow concessions at their event.

(10) Parking: A \$3,000 fee will be charged to the concert/performance promoter when parking requires City staff assistance.

and,

BE IT FURTHER ORDAINED that this amendment shall take effect as soon as it is printed as directed by the City Manager.

Seconded by

Ord No. 2

June 24, 2013

To: The Honorable Mayor and City Council
From: James E. Mills, City Comptroller
Subject: Bond Ordinance Amendment – Wastewater Treatment Plant Disinfection System

On June 3 and June 17, 2013, City Council accepted bids for the construction of the disinfection system improvements at the wastewater treatment plant. As the estimated cost of the project has increased above the present bond ordinance, City Council must amend the bond ordinance for the project. Any grants received by the City for the project will lower the amount to be borrowed.

A summary of the project's current costs are as follows:

GHD Consulting Engineers LLC:

- Initial agreement	\$ 706,800
- Amendment No. 1	5,800
- Amendment No. 2	29,300
- Amendment No. 2	25,700

General Construction - C.O. Falter Construction, Co. 3,923,101

HVAC – Hyde Stone 473,568

Plumbing – Hyde Stone 147,867

Electrical – Dow Electrical Inc. 493,000

Bonding expenses and contingency 94,864
Bond Ordinance \$ 5,900,000

ORDINANCE

An Ordinance Amending the Ordinance Dated February 21, 2012, as Amended January 22, 2013 and May 20, 2013, Authorizing the Issuance of \$485,000 Bonds of the City of Watertown, Jefferson County, New York, to Pay Part of the \$775,000 Estimated Maximum Cost of the Design of a Disinfection System at the City's Wastewater Treatment Plant, to Increase the Estimated Maximum Cost to \$5,900,000 to Increase the Amount of Bonds Authorized to \$5,610,000, to Expand the Object or Purpose to Include all Costs of the New Disinfection System and to Increase the Period of Probable Usefulness to Thirty Years

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

At a regular meeting of the Council of the City of Watertown, Jefferson County, New York, held at the Municipal Building, in Watertown, New York, in said City, on July 1, 2013, at 7:00 o'clock P.M., Prevailing Time.

The meeting was called to order by _____, and upon roll being called, the following were

PRESENT:

ABSENT:

The following ordinance was offered by Council Member _____, who moved its adoption, seconded by Council Member _____, to wit:

WHEREAS, by ordinance dated February 21, 2012, the Council of the City of Watertown, Jefferson County, New York, authorized the issuance of \$460,000 bonds of said City to pay part of the \$710,000 estimated maximum cost of the design of a disinfection system for the City's wastewater treatment plant, in and for the City of Watertown, Jefferson County, New York, including incidental expenses in connection therewith, a specific object or purpose, in and for the City of Watertown, Jefferson County, New York; and

WHEREAS, by ordinance dated January 22, 2013, said Council amended the February 21, 2012 ordinance, to authorize the issuance of \$460,000 bonds of said City to pay part of the

ORDINANCE

An Ordinance Amending the Ordinance Dated February 21, 2012, as Amended January 22, 2013 and May 20, 2013, Authorizing the Issuance of \$485,000 Bonds of the City of Watertown, Jefferson County, New York, to Pay Part of the \$775,000 Estimated Maximum Cost of the Design of a Disinfection System at the City's Wastewater Treatment Plant, to Increase the Estimated Maximum Cost to \$5,900,000 to Increase the Amount of Bonds Authorized to \$5,610,000, to Expand the Object or Purpose to Include all Costs of the New Disinfection System and to Increase the Period of Probable Usefulness to Thirty Years

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

\$775,000 estimated maximum cost of the design of a disinfection system for the City's wastewater treatment plant, in and for the City of Watertown, Jefferson County, New York, including incidental expenses in connection therewith, a specific object or purpose, in and for the City of Watertown, Jefferson County, New York; and

WHEREAS, by ordinance dated May 20, 2013, said Council amended the February 21, 2012 ordinance, to authorize the issuance of \$485,000 bonds of said City to pay part of the \$775,000 estimated maximum cost of the design and disinfection system for the City's wastewater treatment plant, in and for the City of Watertown, Jefferson County, New York, including incidental expenses in connection therewith, a specific object or purpose, in and for the City of Watertown, Jefferson County, New York; and

WHEREAS, the Council now wishes to increase the estimated maximum cost from \$775,000 to \$5,900,000, an increase of \$5,125,000 over that previously authorized, to increase the amount of bonds authorized from \$485,000 to \$5,610,000, to expand the specific object or purpose to include all costs of a new disinfection system at the City's wastewater treatment plant and to increase the period of probable usefulness of the specific object or purpose to thirty years;

NOW, THEREFORE, BE IT ORDAINED, by the Council of the City of Watertown, Jefferson County, New York, as follows:

Section A. The title and Sections 1, 2 and 3 of the ordinance of this Council dated and duly adopted February 21, 2012, as amended on January 22, 2013 and May 20, 2013, authorizing the issuance of \$485,000 bonds to pay part of the \$775,000 estimated maximum cost of the design of a disinfection system for the City's wastewater treatment plant, in and for the City of Watertown, Jefferson County, New York, including incidental expenses in connection therewith, a specific object or purpose, in and for the City of Watertown, Jefferson County, New York, are hereby amended, in part, to read as follows:

ORDINANCE

YEA	NAY

An Ordinance Amending the Ordinance Dated February 21, 2012, as Amended January 22, 2013 and May 20, 2013, Authorizing the Issuance of \$485,000 Bonds of the City of Watertown, Jefferson County, New York, to Pay Part of the \$775,000 Estimated Maximum Cost of the Design of a Disinfection System at the City's Wastewater Treatment Plant, to Increase the Estimated Maximum Cost to \$5,900,000 to Increase the Amount of Bonds Authorized to \$5,610,000, to Expand the Object or Purpose to Include all Costs of the New Disinfection System and to Increase the Period of Probable Usefulness to Thirty Years

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

“AN ORDINANCE AUTHORIZING THE ISSUANCE OF \$5,610,000 BONDS OF THE CITY OF WATERTOWN, JEFFERSON COUNTY, NEW YORK, TO PAY PART OF THE \$5,900,000 ESTIMATED MAXIMUM COST OF A NEW DISINFECTION SYSTEM AT THE CITY’S WASTEWATER TREATMENT PLANT.

“

“Section 1. To pay part of the cost of a new disinfection system for the City’s wastewater treatment plant, in and for the City of Watertown, Jefferson County, New York, including incidental expenses in connection therewith, there are hereby authorized to be issued \$5,610,000 bonds of said City pursuant to the provisions of the Local Finance Law.

“Section 2. It is hereby determined that the estimated maximum cost of the aforesaid specific object or purpose is \$5,900,000 and that the plan for the financing thereof is by the issuance of the \$5,610,000 bonds of said City authorized to be issued pursuant to this bond ordinance, together with the use of \$290,000 current funds of the City.”

“Section 3. It is hereby determined that the period of probable usefulness of the aforesaid specific object or purpose is thirty years, pursuant to subdivision 4 of paragraph a of Section 11.00 of the Local Finance Law.”

Section B. The validity of such bonds and bond anticipation notes may be contested only if:

- (1) Such obligations are authorized for an object or purpose for which said City is not authorized to expend money, or
- (2) The provisions of law which should be complied with at the date of publication of this ordinance are not substantially complied with, and an action, suit or proceeding contesting such validity is commenced within twenty days after the date of such publication, or

ORDINANCE

YEA	NAY

An Ordinance Amending the Ordinance Dated February 21, 2012, as Amended January 22, 2013 and May 20, 2013, Authorizing the Issuance of \$485,000 Bonds of the City of Watertown, Jefferson County, New York, to Pay Part of the \$775,000 Estimated Maximum Cost of the Design of a Disinfection System at the City's Wastewater Treatment Plant, to Increase the Estimated Maximum Cost to \$5,900,000 to Increase the Amount of Bonds Authorized to \$5,610,000, to Expand the Object or Purpose to Include all Costs of the New Disinfection System and to Increase the Period of Probable Usefulness to Thirty Years

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

(3) Such obligations are authorized in violation of the provisions of the Constitution.

Section C. Upon this ordinance taking effect, the same shall be published in summary in the Watertown Daily Times, the official newspaper, together with a notice of the City Clerk in substantially the form provided in Section 81.00 of the Local Finance Law.

Section D. This resolution is effective immediately.

Unanimous consent moved by Council Member _____, seconded by Council Member _____, with all voting "AYE".

The question of the adoption of the foregoing ordinance was duly put to a vote on roll call, which resulted as follows:

_____ VOTING _____
 _____ VOTING _____
 _____ VOTING _____
 _____ VOTING _____
 _____ VOTING _____

The ordinance was thereupon declared duly adopted.
* * *

APPROVED BY THE MAYOR

_____, 2013.
Mayor

July 1, 2013

ORDINANCE

An Ordinance Amending the Ordinance Dated February 21, 2012, as Amended January 22, 2013 and May 20, 2013, Authorizing the Issuance of \$485,000 Bonds of the City of Watertown, Jefferson County, New York, to Pay Part of the \$775,000 Estimated Maximum Cost of the Design of a Disinfection System at the City's Wastewater Treatment Plant, to Increase the Estimated Maximum Cost to \$5,900,000 to Increase the Amount of Bonds Authorized to \$5,610,000, to Expand the Object or Purpose to Include all Costs of the New Disinfection System and to Increase the Period of Probable Usefulness to Thirty Years

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

I FURTHER CERTIFY that PRIOR to the time of said meeting, I duly caused public notice of the time and place of said meeting to be conspicuously posted in the following designated public location(s) on the following dates:

Designated Location(s) of Posted Noticed Date of Posting

Regular meeting of the City Council held in accordance with Section 14-1 of the Municipal Code

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of said City on July _____, 2013.

City Clerk

(CORPORATE SEAL)

Ord No. 3

June 24, 2013

To: The Honorable Mayor and City Council
From: James E. Mills, City Comptroller
Subject: Bond Ordinance Amendment – Factory Street Reconstruction

On June 3, 2013, City Council approved supplemental agreement #1 to the professional services agreement with AECOM for the design of the Factory Street reconstruction project in the amount of \$284,000. As the estimated cost of the project has increased above the present bond ordinance, City Council must amend the bond ordinance for the project.

A summary of the project's current costs are as follows:

AECOM	\$ 896,000
Barton & Loguidice	39,600
Other Costs (i.e. Traffic Counts, Borings, Bond fees)	<u>39,400</u>
Bond Ordinance	\$ 975,000

ORDINANCE

An Ordinance Amending the Ordinance Dated September 6, 2011, as Amended November 21, 2011 and January 21, 2013, Authorizing the Issuance of \$700,000 Bonds of the City of Watertown, Jefferson County, New York, to Pay the Costs of the Design for the Factory Street Reconstruction, to Increase the Estimated Maximum Cost Thereof and the Amount of Bonds Authorized to \$975,000

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.

YEA	NAY

Total

Introduced by

At a regular meeting of the Council of the City of Watertown, Jefferson County, New York, held at the Municipal Building, in Watertown, New York, in said City, on July 1, 2013, at 7:00 o'clock P.M., Prevailing Time.

The meeting was called to order by _____, and upon roll being called, the following were

PRESENT:

ABSENT:

The following ordinance was offered by Council Member _____, who moved its adoption, seconded by Council Member _____, to wit:

BOND ORDINANCE DATED JULY 1, 2013.

WHEREAS, by ordinance dated September 6, 2011, as amended November 21, 2011 and January 21, 2013, the Council of the City of Watertown, Jefferson County, New York, authorized the issuance of \$700,000 bonds of said City to pay the costs of the design for the Factory Street reconstruction, in and for the City of Watertown, Jefferson County, New York, including incidental expenses in connection therewith, a class of objects or purposes, at an estimated maximum cost of \$700,000, in and for the City of Watertown, Jefferson County, New York; and

WHEREAS, the Council now wishes to increase the estimated maximum cost of the aforesaid class of objects or purposes from \$700,000 to \$975,000, an increase of \$275,000 over that previously authorized;

ORDINANCE

YEA	NAY

An Ordinance Amending the Ordinance Dated September 6, 2011, as Amended November 21, 2011 and January 21, 2013, Authorizing the Issuance of \$700,000 Bonds of the City of Watertown, Jefferson County, New York, to Pay the Costs of the Design for the Factory Street Reconstruction, to Increase the Estimated Maximum Cost Thereof and the Amount of Bonds Authorized to \$975,000

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

NOW, THEREFORE, BE IT ORDAINED, by the Council of the City of Watertown, Jefferson County, New York, as follows:

Section A. The title and Sections 1 and 2 of the ordinance of this Council dated and duly adopted September 6, 2011, as amended November 21, 2011 and January 21, 2013, authorizing the issuance of \$700,000 bonds to pay the costs of the design for the Factory Street reconstruction, in and for the City of Watertown, Jefferson County, New York, including incidental expenses in connection therewith, a class of objects or purposes, at an estimated maximum cost of \$700,000, in and for the City of Watertown, Jefferson County, New York, is hereby amended, in part, to read as follows:

“AN ORDINANCE AUTHORIZING THE ISSUANCE OF \$975,000 BONDS OF THE CITY OF WATERTOWN, JEFFERSON COUNTY, NEW YORK, TO PAY THE COSTS OF THE DESIGN FOR THE FACTORY STREET RECONSTRUCTION, IN AND FOR SAID CITY.

“

“Section 1. For the class of objects or purposes of paying the costs of the design for the Factory Street reconstruction, in and for the City of Watertown, Jefferson County, New York, including incidental expenses in connection therewith, there are hereby authorized to be issued \$975,000 bonds of said City pursuant to the provisions of the Local Finance Law.

“Section 2. It is hereby determined that the estimated maximum cost of the aforesaid class of objects or purposes is \$975,000 and that the plan for the financing thereof is by the issuance of the \$975,000 bonds of said City authorized to be issued pursuant to this bond ordinance; provided, however, that the amount of bonds ultimately to be issued will be reduced by the amount of any State or Federal aid or any other revenue received by the City from other sources for such class of objects or purposes.”

Section B. The validity of such bonds and bond anticipation notes may be contested only if:

July 1, 2013

ORDINANCE

An Ordinance Amending the Ordinance Dated September 6, 2011, as Amended November 21, 2011 and January 21, 2013, Authorizing the Issuance of \$700,000 Bonds of the City of Watertown, Jefferson County, New York, to Pay the Costs of the Design for the Factory Street Reconstruction, to Increase the Estimated Maximum Cost Thereof and the Amount of Bonds Authorized to \$975,000

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

(1) Such obligations are authorized for an object or purpose for which said City is not authorized to expend money, or

(2) The provisions of law which should be complied with at the date of publication of this ordinance are not substantially complied with, and an action, suit or proceeding contesting such validity is commenced within twenty days after the date of such publication, or

(3) Such obligations are authorized in violation of the provisions of the Constitution.

Section C. Upon this ordinance taking effect, the same shall be published in summary in the Watertown Daily Times, the official newspaper, together with a notice of the City Clerk in substantially the form provided in Section 81.00 of the Local Finance Law.

Section D. This resolution is effective immediately.

Unanimous consent moved by Council Member _____, seconded by Council Member _____, with all voting "AYE".

The question of the adoption of the foregoing ordinance was duly put to a vote on roll call, which resulted as follows:

_____ VOTING _____
 _____ VOTING _____
 _____ VOTING _____
 _____ VOTING _____
 _____ VOTING _____

The ordinance was thereupon declared duly adopted.
* * *

APPROVED BY THE MAYOR
_____, 2013.
Mayor

July 1, 2013

ORDINANCE

An Ordinance Amending the Ordinance Dated September 6, 2011, as Amended November 21, 2011 and January 21, 2013, Authorizing the Issuance of \$700,000 Bonds of the City of Watertown, Jefferson County, New York, to Pay the Costs of the Design for the Factory Street Reconstruction, to Increase the Estimated Maximum Cost Thereof and the Amount of Bonds Authorized to \$975,000

- 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

Regular meeting of the City Council held in accordance with Section 14-1 of the Municipal Code

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of said City on July _____, 2013.

City Clerk

(CORPORATE SEAL)

Tabled

June 21, 2013

To: The Honorable Mayor and City Council

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

Subject: Amending the Code of the City of Watertown, Section 310-1, Definition of Family, and Section 310-34, Accessory Uses in Residence Districts

The attached Ordinance was introduced at the City Council meeting of April 1, 2013 and tabled on April 15, 2013. The Planning Board expects to review Staff recommendations at their July 2, 2013 meeting. Staff recommends this Ordinance remain tabled until the Planning Board makes their recommendation.

ORDINANCE

Amending the Code of the City of Watertown, §310-1, Definition of Family and §310-34, Accessory Uses in Residence Districts

Page 1 of 1

Introduced by

Mayor Jeffrey E. Graham

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 it has been proposed to amend Chapter 310 of the Code of the City of Watertown, New York, by altering the definition of “family” and adding the taking of not more than four non-transient roomers as an allowed accessory use in Residential Districts, and

WHEREAS the City Planning Board reviewed the proposed amendments to §310-1 and §310-34 of the Code of the City of Watertown and made its recommendation on adoption, and

WHEREAS the Jefferson County Planning Board reviewed the proposed amendment pursuant to General Municipal Law Section 239-m, and

WHEREAS a Public Hearing was held on the proposed Zoning Ordinance Amendment after due Public Notice, and

WHEREAS the City Council has determined, pursuant to the State Environmental Quality Review Act that there will not be any significant environmental impacts caused by the adoption of this Ordinance, and

WHEREAS the City Council of the City of Watertown believes that it is in the best interest of the residents of the City of Watertown to make the following changes to Chapter 310 of the City Code,

NOW THEREFORE BE IT ORDAINED by the City Council of the City of Watertown, New York, that §310-1. B. of the Code of the City of Watertown is hereby amended by deleting the sentence: “To distinguish a “family” from a club, fraternity or boarding house, not more than four members of a family shall be other than blood relatives” from the definition of family, and

BE IT FURTHER ORDAINED by the City Council of the City of Watertown, New York, that the following is added to §310-34.B: “(7) The taking of not more than four non-transient roomers, provided that no sign is displayed”, and

BE IT FURTHER ORDAINED that this Amendment to the City Code shall take effect as soon as published once in the official newspaper of the City of Watertown, New York, or printed as the City Manager directs.

Seconded by Council Member Teresa R. Macaluso



City of Watertown, New York Police Department

Metro-Jeff Public Safety Building
751 Waterman Drive
Watertown, NY 13601
Phone (315) 786-2610
Fax (315) 786-2613
wpd@watertown-ny.gov



Gary R. Comins
CHIEF OF POLICE

June 25, 2013

To: City Manager Sharon Addison
From: Police Chief G.R. Comins
Subject: Speeding on Gotham, Holcomb, Mill and Phelps Streets

Per your request, traffic speeds were monitored in the 1200 and 1300 Blocks of Gotham Street, the 800 Block of Mill Street to the city limits, Phelps Street, and Holcomb Street from the 300 Block through the 500 Block. Between June 18, 2013 and June 24, 2013, at various times throughout 24 hour periods, stationary patrols observed vehicle speeds and were confirmed with radar in the above stated areas with the results as follows;

Gotham Street - 201 vehicles were observed, with speeds ranging from 20mph to 45mph with the majority in the mid to high 20's and low to mid 30's. Uniform Traffic Tickets were issued to 2 motorists whose speeds were 41mph and 45mph.

Mill Street - 280 vehicles were observed with speeds ranging from 14mph to 40mph with the majority in the high 20's to mid 30's. Uniform Traffic Tickets were issued to 2 motorists whose speeds were 43mph and 45mph.

Phelps Street - 40 vehicles were observed with speeds ranging from 15mph to 34mph with the majority in the low to mid 20's. No Uniform Traffic Tickets were issued.

Holcomb Street - 130 vehicles were observed with speeds ranging from 12mph to 40mph with the majority in the mid 20's to mid 30's. No Uniform Traffic Tickets were issued.

Sincerely,

Chief G.R. Comins



NORTH COUNTRY REGIONAL ECONOMIC DEVELOPMENT COUNCIL

401 West Bay Plaza
Plattsburgh, NY 12901

June 20, 2013

Michael J. Sligar, Superintendent of Water
City Municipal Building, Room 202A
245 Washington Street
Watertown, NY 13601

Dear Michael Sligar,

We are pleased to inform you that the City of Watertown has been selected by the NCREDC as a recommended project for the North Country Infrastructure Fund and are proposing that this project be funded an estimated amount of up to \$500,000 in Empire State Development grant funds for the Wastewater Treatment Plant Disinfection Facility Project.

In 2011, Governor Cuomo launched the Regional Economic Development Councils and the Consolidated Funding Application (CFA) to provide each region with the tools to create and implement their own roadmap for economic prosperity and job creation. This community-based model uses local assets to drive local economic growth and has resulted in unprecedented partnerships and collaboration that are building a reinvigorated economy.

After a successful first round in 2011, the 2012 CFA made \$762 million in economic development resources available from 22 programs across a dozen state agencies. The agency programs provide resources for projects focused on community development and job creation, direct assistance to business, waterfront revitalization, energy and environmental improvements, sustainability and low-cost financing. Empire State Development (ESD) is proud to have contributed \$174,000,000 to this year's Consolidated Funding application.

One of the awards in the 2012 CFA was to the North Country Regional Economic Development Council (NCREDC) for a \$2.5 million Infrastructure Fund. As you know, the Council requested nominations from all municipalities in our seven-county region and received 20 proposals. These project proposals were reviewed for their alignment with the NCREDC regional economic development strategy, the 'readiness' of the project and the impact of the infrastructure. Yours was one of the proposals selected.

The next step is to complete a special CFA for the North Country Infrastructure Fund within two weeks from receipt of this letter.

- Please go to the following website:
<https://apps.cio.ny.gov/apps/cfa/index.cfm>
- Click "Register Now" and follow the on-screen instructions.
- Once you complete and confirm your registration, you should select "North Country Infrastructure Fund" from the Category and Project Type menus.

- This will lead you to actual CFA application for the Infrastructure Fund.

The completed North Country Infrastructure Fund CFA will be reviewed by ESD to ensure that the project and applicant are eligible for CFA funding. You may be contacted by ESD during the review of this special CFA.

The following are requirements for an ESD CFA and were included in the NCREDC Infrastructure Fund nomination form.

ELIGIBLE TYPES OF APPLICANTS:

Eligible applicants include but are not limited to: for-profit businesses, not-for-profit corporations, business improvement districts, local development corporations, public benefit corporations (including industrial development agencies), economic development organizations, research and academic institutions, incubators, technology parks, municipalities, counties, regional planning councils, tourist attractions and community facilities.

ELIGIBLE ACTIVITIES / PROGRAM REQUIREMENTS:

Infrastructure Investment:

Funds may be used to finance infrastructure investments in order to attract new businesses and expand existing businesses, thereby fostering further investment. For the purposes of this program, infrastructure investments are capital expenditures for water and sewer infrastructure.

Infrastructure investment projects that are able to provide job commitments will be viewed favorably. It is important, however, to note that (1) few infrastructure investment projects are anticipated to be able to provide job commitments and (2) if the employer will be an entity other than the Applicant, a third party guarantee of the Applicant's job commitment must be provided by the prospective employer and both the prospective employer and the third party guarantor must be found by ESD to be credible.

Any infrastructure project selected by NCREDC for funding under the North Country Infrastructure Fund will only be a water or sewer project and will be required to complete a North Country Infrastructure Fund CFA and comply with ESD program requirements.

PRE-APPLICATION REQUIREMENTS:

All required public approvals must be in place prior to the start of construction and approval by the ESD Directors, including State Environmental Quality Review (SEQR) and consultation with the State Historic Preservation Office, if applicable.

SUCCESSFUL APPLICANT REQUIREMENTS:

Applicants must complete a Consolidated Funding Application (CFA) to complete their favorable selection by NCREDC. Failure to do so and meet the following criteria may result in denial of an award from the North Country Infrastructure Fund.

- ESD requires financial review of all projects over \$250,000.
- ESD requires a \$250 application and a 1% commitment fee.
- ESD requires a minimum 10% equity.
- Applicants are required to finance their projects; ESD awards are paid in arrears.
- Smart Growth review is required.
- The recipient must comply with the requirements of Article 15-A of the New York State Executive Law and provide opportunities for Minority and Women Owned Business Enterprises with respect to State contracts.

- Eligible expenses for this program will only be considered from the date of award to project completion.

SPECIFIC FUNDING REQUIREMENTS:

NCREDC seeks to provide no more than twenty percent (20%) of the financing for any particular project, to be capped at \$500,000. Applicants must always disclose whether they are pursuing or intend to pursue multiple ESD funding sources, including loans, grants and tax incentives.

INELIGIBLE ACTIVITIES:

The following types of expenses may be included in budgets but shall not be eligible for payment:

- Developer fees
- Working capital
- Recapitalization/refinancing
- Training
- Residential development, although program funds may be used for the commercial component of a mixed-use project

ADDITIONAL RESOURCES:

For more information on CFA process, eligible applicants should contact the North Country Regional Office of Empire State Development.

Upon successful completion of an eligible CFA, ESD's North Country Regional Office will contact you to clarify specifics about the project in order to issue a formal Incentive Proposal. The Incentive Proposal, which must be signed and returned to ESD, will outline funding requirements, including next steps, disbursement terms, minority- and women-owned business hiring goals, employment requirements, environmental and historic preservation review requirements, and other terms and conditions required by the ESD funding process. Please note that grant funding must be approved by ESD Directors, which typically occurs at the time of project completion, and that funds are disbursed in arrears, as reimbursement for expenses undertaken.

Congratulations, and we look forward to working with you on this important project.

Sincerely,



Roseanne W. Murphy
Executive Director, North Country Regional Economic Development Council
Regional Director, ESD North Country Regional Office

June 25, 2013

To: The Honorable Mayor and City Council

From: James E. Mills, City Comptroller

Subject: Properties Not Redeemed

The two year redemption period ended on Monday, June 24, 2013 for those parcels included in the June 24, 2011 tax sale auction. The following is a list of those properties for which the City is eligible to issue itself a tax sale deed.

<u>Address</u>	<u>Parcel #</u>	<u>Previous Owner</u>	<u>Property Class</u>	<u>Zoning</u>	<u>Assessed Value</u>	<u>Lot size</u>
122-30 Rear Court St	07-01-123.000	Psychedelic Entertainment LLC	Attached row building	Downtown Commercial	\$204,100	9,858 sq.ft.
209 Sterling St	11-01-105.000	Angel Eyes	Vacant - residential	Residential C	\$6,700	28' x 87'
591 Rear Main Street West	01-14-121.000	Watertown River Properties Inc	Commercial	Light Industry	\$237,700	4.33 acres
169 Alexandria Ave	01-10-437.000	Richard Williams	Vacant - industry	Light Industry	\$2,700	30' x 70'
618 Alexandria Ave	01-10-438.000	Richard Williams	Vacant - industry	Light Industry	\$2,450	25' x 70'
429 Factory Street	06-04-303.000	WLP Properties LLC	Vacant - commercial	Commercial	\$12,000	44' x 150'
VL Mather Street	09-22-101.112	Works of Life Intl Ministries	Vacant - residential	Commercial	\$47,000	10.60 acres

122 -30 Rear Court Street



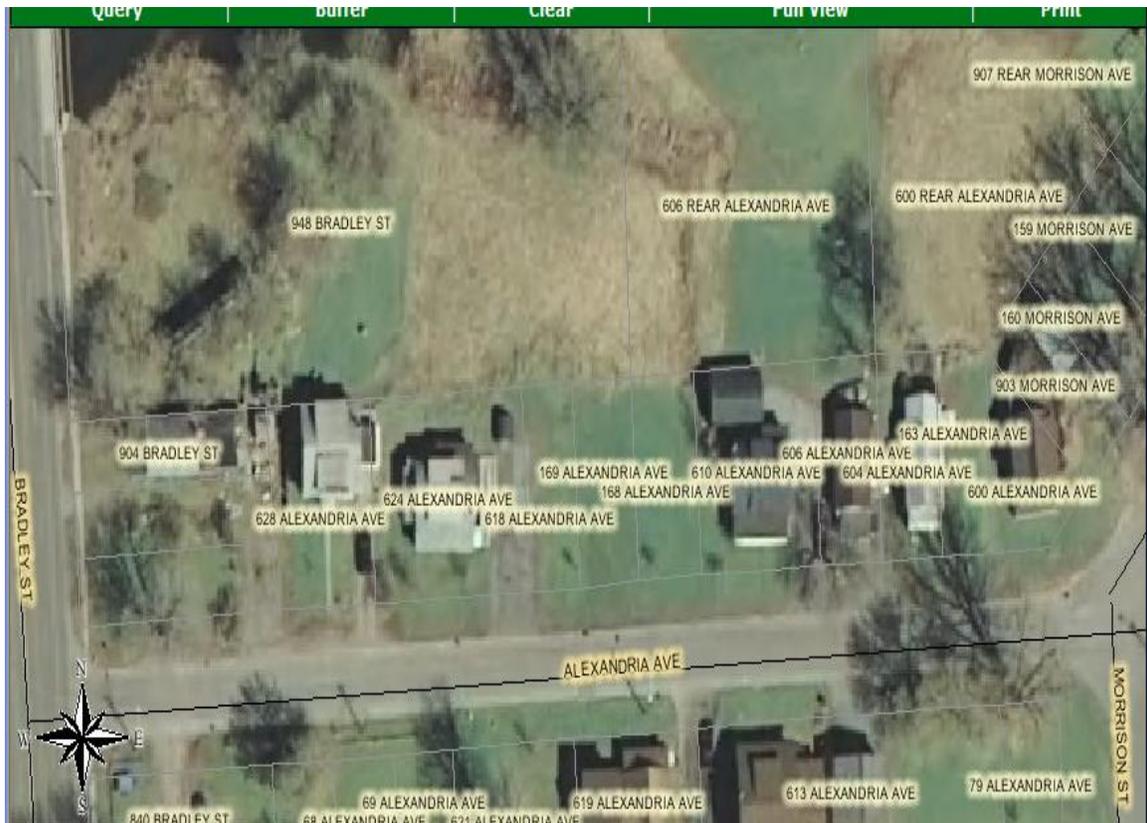
209 Sterling Street (vacant lot only)



591 Rear Main Street West



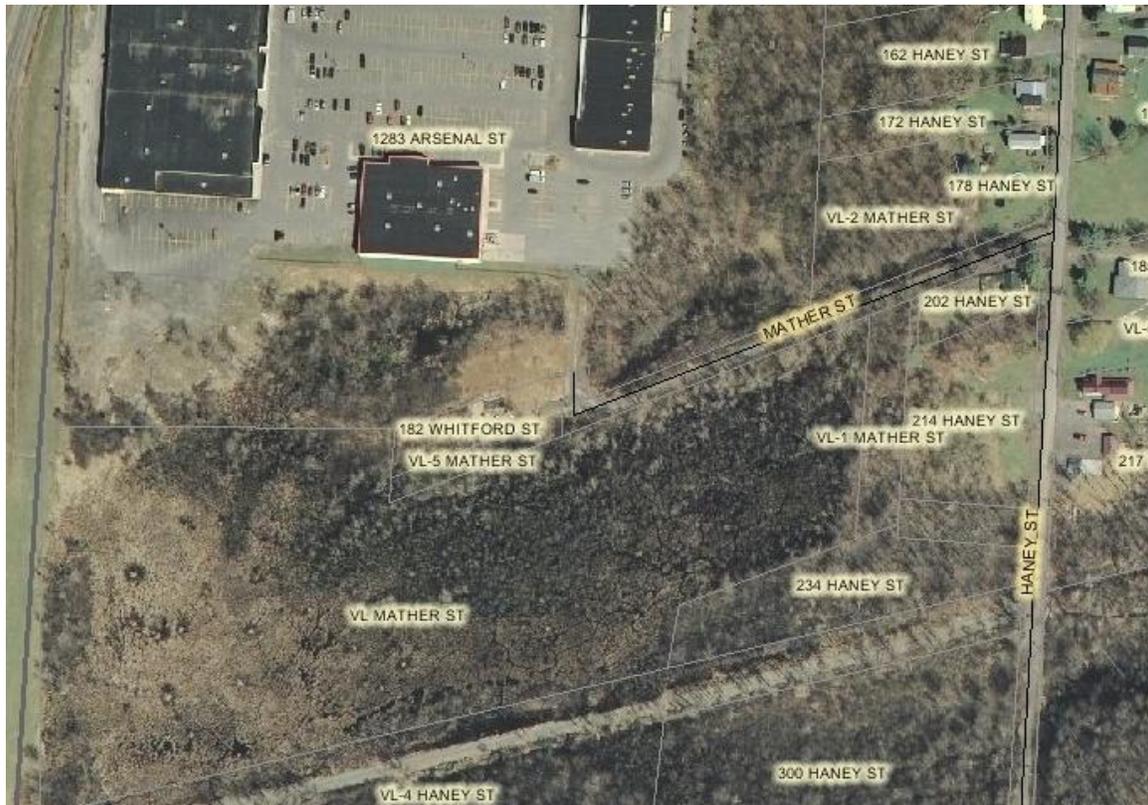
169 Alexandria Avenue and 618 Alexandria Avenue



429 Factory Street (vacant lot only)



VL Mather Street



Tax sale deeds for the following parcels will be offered to the non-City tax sale certificate holder:

<u>Address</u>	<u>Tax Sale Certificate Holder</u>
626 Academy Street	ICA Renovations LLC
632 Burchard Street	Lloyd Little
817 Morrison Street	Daniel Orsini
222 Academy Street	ICA Renovations LLC
101 Pawling Street	Derrick Kehoe
552 Leray Street	ICA Renovations LLC

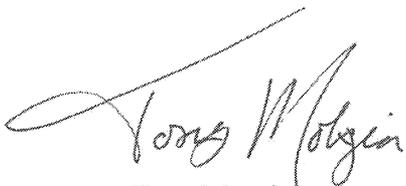
Tony & Kay Morgia
202 Cedar Street
Watertown, NY 13601
June 18, 2013

Gary Comins
Chief of Police
Watertown Police Department
751 Waterman Drive
Watertown, NY 13601

Dear Gary:

I am writing this letter to express our deep gratitude for the exemplary service that your department has provided for my wife and me during this time. We have been impressed with the courteous, thorough, and professional manner in which the investigation has been conducted. Your genuine concern is greatly appreciated.

With Gratitude,



Tony Morgia

-----Original Message-----

From: Comins, Gary
Sent: Monday, June 24, 2013 10:46 AM
To: Addison, Sharon
Subject: FW: Scanned from WPD Admin Copier

Sharon,

Just a FYI on the attached letter from Mr. Morgia, whose home was burglarized and between 100-150 old silver coins with an approximate value of \$5,000 and other items were stolen. Officers Matt Dawley, Sean Boyle and Detective Rich Purvis did a great job on investigating and solving this case.

Gary

-----Original Message-----

From: WPD@watertown-ny.gov [mailto:WPD@watertown-ny.gov]
Sent: Monday, June 24, 2013 10:43 AM
To: Comins, Gary
Subject: Scanned from WPD Admin Copier

This was scanned on the WPD Admin copier Watertown Police Department