

City Manager's  
Status and  
Information  
Update

May 23, 2025

Check out  
our Website!

[City of Watertown, New York – City Manager \(watertown-ny.gov\)](http://City of Watertown, New York – City Manager (watertown-ny.gov))



# Opportunities with Watertown

There are several exciting job opportunities open with the City of Watertown, including:

✓ Assistant City Engineer	✓ Refuse/Recycle MEO
✓ City Forester	✓ IT Specialist
✓ Laborer I	✓ Principal Account Clerk
✓ Facilities Maintenance Worker	✓ Senior Engineering Technician

For more opportunities click the QR Code here:



# Civil Service

## JOIN OUR TEAM

**Current Vacancies:**

- Assistant City Engineer
- City Forester
- Facility Maintenance Worker
- Golf Course Maintenance Worker
- IT Specialist
- Laborer I
- Motor Equipment Operator
- Municipal Worker I
- Parks & Recreation Attendant
- Police Officer Transfer
- Principal Account Clerk
- Public Housing Specialist
- Refuse/Recycle MEO
- School Crossing Guard
- Senior Engineering Technician
- Transit Operator (FT / PT)

**Apply through our online portal:**  
[www.watertown-ny.gov](http://www.watertown-ny.gov)  
Select Employment Opportunities

The seal of the City of Watertown, New York, is a circular emblem. It features a central illustration of a town with a church steeple, surrounded by a river and trees. The words "THE CITY OF WATERTOWN" are inscribed in a circle around the top, and "NEW YORK" is at the bottom, separated by a star.

A photograph showing two hands shaking in a firm grip, symbolizing agreement or partnership. The background is slightly blurred, showing what appears to be a document or a wall.

A square QR code that, when scanned, likely leads to the City of Watertown's job opportunities page.

## New Hires

We are excited to welcome all our new and returning seasonal team members to the City of Watertown! Your contributions are essential, and we're glad to have you with us for another great season!

## City Council Meetings



Stay updated with the meeting minutes from the May 19, 2025, City Council Meeting:

*[Click Photo for Meeting Minutes](#)*

### Reminder:

The City Council meets on the 1st and 3rd Monday of each month at 7 PM in the Council Chambers, 3rd Floor, 245 Washington St, Watertown, NY. The 2nd Monday of each month is held for Work Sessions, which are open discussions on topics requested by the Mayor and City Council. If there is a holiday on Monday, the Council Meeting or Work Session will take place on the following day, Tuesday. The public is welcome to attend all meetings. City Council Minutes & Agendas are available online, and the Meetings and Work Sessions are captured on video by Steve Weed Productions.

The City has recently transitioned to Rumble as the new platform for broadcasting City Council meetings. Residents can view live broadcasts of City Council meetings at [Rumble Livestreams](#). Archived meeting videos can be accessed at [Rumble Channels](#), and those links, organized by meeting, available through the City's website on the [Meeting Dashboard](#) have been updated through 2020.

The City Council Meetings for June are **Monday, June 2**, and **Monday, June 16, 2025**. The June City Council Work Session is on **Monday, June 9**.

## Assessment Office

Please note that the Assessor's Office will be closed for a few hours on select days each week over the next few weeks. These temporary closures are due to scheduled fieldwork. A sign will be posted when the office is closed, and the Comptroller's Office will have the most up-to-date schedule. We appreciate your patience during this time.

## Purchasing

The City of Watertown's Purchasing Department is responsible for acquiring goods, services, and construction projects on behalf of the City. The department ensures that procurement processes are fair, transparent, and competitive through a formal bidding process.

The following Bid opportunities are available:

**[Bid #2025-11 Watertown Pedestrian Signal Improvement Project PIN: 70PS.02 D036015 – Deadline 6/12/25](#)**

The City of Watertown is seeking sealed bids from qualified bidders for the work which includes providing all labor, materials, machinery, tools, equipment, and other means of construction necessary and incidental to the completion of curb ramp and pedestrian signal upgrades at eight signalized intersections shown on the plans and described in the specifications. Please use the link below for additional information, or visit our website at [City of Watertown - Purchasing Department](#).

<https://prod3.evo.cloud/watertownny/portal/bids/447/>

If you are not already in our Evobid system, you will have to create a login to our website system to download the specifications. Once you submit your information, you will be notified of any changes on the Bid or RFP. You will also automatically be invited to view any other project related to your company and have access to our EvoBids platform to view any bids/RFPs currently open by the City of Watertown. Thank you.

For additional information, feel free to reach out to the Purchasing Department at 315-785-7749 or visit our website at [City of Watertown - Purchasing Department](#)

## Fire Department

### **Structure Fire – May 17, 2025:**

On May 17, 2025, the Fire Department responded to a structure fire in a duplex. Engine 2 was first on scene and observed smoke and visible flames through a side kitchen window. The front door was locked, so Engine 2 stretched a hose line and applied water through the window to knock down the fire. Heavy smoke was present on the first floor.

As additional units arrived, the Truck Company forced open the front door, and the Rescue Company gained access through the rear. Engine 2 entered through the front and quickly extinguished the remaining fire. The Rescue Company reported smoke on the second floor, while the adjacent unit was clear of smoke and unoccupied.



After the fire was out, crews ventilated the apartment using forced air. The fire was confined to the stove, microwave, and cabinetry above. A cooking pot was found on an active burner with charred contents. The microwave had partially melted, and its plastic components had dripped onto the

stovetop. Crews removed the microwave and the affected cabinetry. Power to the apartment was shut off at the breaker.

Smoke damage was limited to the kitchen and dining area. The fire was determined to have been caused by unattended cooking.

#### **Small Fire in Apartment Hallway -May 22, 2025:**

On May 22, 2025, the Fire Department responded to a report of a fire in the hallway of an apartment building at 168 Sterling St. Upon arrival, Chief 3 found Watertown Police on scene speaking with a tenant from Apartment 4. The tenant reported that he and his friends heard smoke alarms and discovered a wig on fire in the second-floor hallway.

The tenant used a nearby dry chemical extinguisher to put out the fire before crews arrived. Engine 1 confirmed the fire was fully extinguished with no extension to the structure. They requested a fan to ventilate the hallway of light smoke and chemical residue.

There were no injuries and no damage to the building.

#### **Outdoor Fire – 210 Court Street:**

On May 18, 2025, fire units responded to an outdoor fire behind 210 Court St. Engine 3 arrived to find a porta-john on fire behind a building under renovation. The crew extinguished the fire using a water can and moved the porta-john away from the structure. Police were on scene interviewing bystanders. After cooling the remaining material, Engine 3 returned to service.

#### **Hazardous Materials Incident – 1255 Arsenal Street:**

On May 16, 2025, the fire department responded to a hazardous materials incident at 1255 Arsenal St. Upon arrival, the building alarm indicated a peak carbon dioxide (CO<sub>2</sub>) level of 1,270 PPM. The CO<sub>2</sub> tanks had already been shut



down, and the building was ventilated prior to our arrival. Crews conducted a full sweep with gas meters and found no detectable readings. No injuries were reported.

### **Memorial Day Remembrance Detail:**



Off-duty and retired firefighters went to local cemeteries today and placed grave markers next to the headstones of our passed brothers. These flags and markers are put in place memorializing their past service and commitment to the City of Watertown, our Fire Department, and the community it serves. We wish to thank those who assisted for their commitment to our passed brothers in honor of their service.



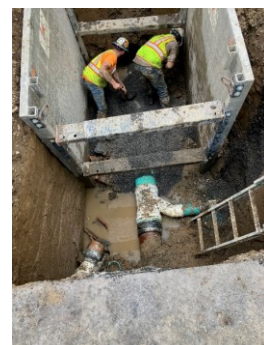
## **Engineering**

### **Backwater Valve Program:**

The Engineering Department has mailed program announcements to 124 property owners in the Western Outfall target area. To date, we have received 19 requests for program applications. We encourage any residents considering participating in the program to contact the City Engineering Office for additional information. A program update will be scheduled for an upcoming City Council work session.

### **Sanitary Sewer Spot Repair Contract:**

Powis Excavation has completed 7 spot repairs on sanitary sewer mains located within the Western Outfall Drainage Basin. There are 3 additional repair locations scheduled for completion by July.

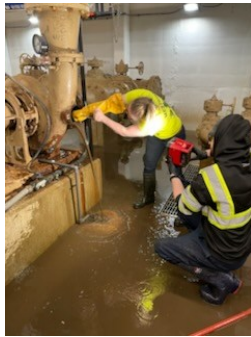


## Water Department



A total of 763.15 tons of valuable biosolids were hauled to local farm fields. Land applying biosolids helps preserve limited landfill space by keeping organic material out, while also providing local farmers with a nutrient-rich fertilizer alternative.

Maintenance staff at the Wastewater Treatment Plant (WWTP) fabricated and installed rotating machine guards on newly refurbished Final A pumps.



Training is ongoing at the WWTP. At times, pumps may lose efficiency. Our operators are trained to recognize when this happens, troubleshoot the issue, and remove any debris causing the reduced performance. Trainees work alongside operators to identify the causes and assist in resolving the problems, gaining valuable hands-on experience.

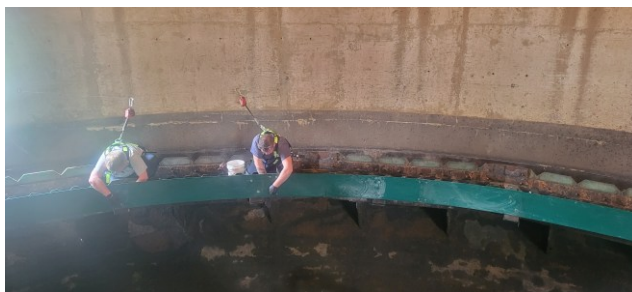
A lift station in the collection system is a critical component used to move wastewater from lower to higher elevations when gravity flow isn't possible or practical. However, grease and debris—especially “UN”FLUSHABLE wipes—can accumulate in the sewer system and collect in lift stations. Over time, this buildup can damage pumps and other components. To address this issue, WWTP staff, an outside hauler, and DPW personnel collaborated to clean the Gaffney Lift Station.





The trickling filters use biological treatment to help clean our wastewater. Water is evenly distributed over the media to support microbial growth. However, debris can often clog the orifices in the distribution arms. When this happens, WWTP staff enter the trickling filters to manually clear the blockages and restore proper flow.

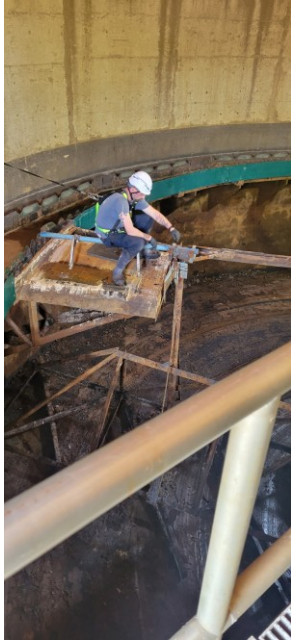
WWTP operators and trainees replaced the original drive unit on Final Tank B. This drive moves activated sludge to the hopper so it can be returned to the aeration tank. If the sludge flight becomes inoperable, the tank would need to be taken offline due to the inability to remove activated sludge, potentially disrupting treatment processes. Replacing the drive in-house ensured continued operation and avoided costly downtime.



A gravity thickener concentrates sludge before digestion by settling solids, removing scum, and returning supernatant to the head of the plant. This reduces volume and boosts digester efficiency. To

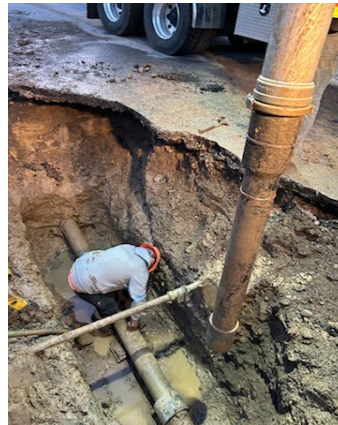
improve performance, plant staff installed a new scum baffle to prevent scum from flowing over the weirs and repaired the aluminum scraper. Completing this project in-house saved a significant amount of taxpayer dollars by avoiding the cost of hiring outside contractors. The team's ability to take on such a demanding task internally demonstrates the skill and resourcefulness of the WWTP staff. They overcame the challenges of confined space entry and intensive fall protection preparation. Through collaboration and by drawing on each member's strengths, the team not only enhanced the facility's operation but also provided a strong return on investment to the community by completing the work efficiently and cost-effectively.





### **Main Break/Leak Investigation:**

On May 16, 2025, the 6-inch AC main on Monroe Ave was repaired by Distribution Staff.



### **Additional Work:**

Distribution Staff assist with street reconstruction by the contractor on Burlington Street.

The Annual Flushing program is underway.







Distribution Staff have performed maintenance/replaced fire hydrants in various locations. Since May 5<sup>th</sup>, eight hydrants have been repaired and two have been replaced.

## Check out the Spotlight of Watertown from the Mid-Atlantic Biosolids Association



Mid-Atlantic Biosolids Association

April 2025 - MABA Biosolids Spotlight

<https://www.mabiosolids.org/biosolids-spotlight-articles>

## Parks and Recreation Department

### **EXCITING CHANGES COMING TO THE HARVEST FESTIVAL!**

For the first time in a decade, the Harvest Festival is moving from Thompson Park to the Alex T. Duffy Fairgrounds — and it's going to be bigger than ever! This year, we're expanding the event from a three-hour celebration into a THREE-DAY SPECTACULAR, running from SEPTEMBER 26TH THROUGH 28TH.

Parks & Recreation is partnering with MAIN EVENT AMUSEMENTS to bring their CARNIVAL to the fairgrounds, featuring rides, games, and delicious food available all three days.

In addition to the carnival, we'll have a variety of VENDORS SET UP THROUGHOUT THE WEEKEND and are excited to host A VOLKSMARCH, IN

PARTNERSHIP WITH THE NORTH COUNTRY GERMAN-AMERICAN CLUB, adding a fun Oktoberfest-inspired element to the festivities.

#### VENDOR REGISTRATION NOW OPEN!

Vendors may sign up for SATURDAY, SUNDAY, OR BOTH DAYS.

\$50 PER DAY for City of Watertown residents and Military

\$63 PER DAY for non-city residents

To reserve a vendor space, please contact Watertown Parks & Recreation at 315-755-6475. More information to follow.





## VENDORS WANTED FOR HARVEST FESTIVAL

We are seeking vendors and crafters to participate in our Annual Harvest Festival.

Dates: September 27th & 28th  
Times: Saturday 10:00am - 5:00pm  
Sunday 10:00am-4:00pm  
Venue: Alex T. Duffy Fairgrounds  
Vendor setup: 8:00-9:00am



Purchase a spot:  
\$50 for city residents & Military  
\$63 for non-city residents  
\*Price for spot is per day\*

Saturday



Sunday



Both days





For additional information please call  
**315-755-6475**

**NOCOCON:** Watertown Municipal Arena June 7<sup>th</sup> & 8<sup>th</sup>.



**NCC**  
**NOCOCON**  
NORTH COUNTRY COMIC CON

**NOCOCON RETURNS FOR 2025!**  
**JUNE 7TH AND 8TH**

**MEET THE CAST OF AMAZING DIGITAL CIRCUS!**

**LEGO EVENTS BOTH DAYS!**

**REUNION SHOW MAIN STAGE!**

**NOCOCON LOVES LEGO!**  
KIDS BUILDING AREA!  
SPECIAL EVENTS!  
LEGO BUILD CONTEST!

**OVER 85 VENDORS!**  
**2 DAY EVENT!**  
**VIDEO GAME TOURNAMENTS!**  
**LARP AND LIGHT SABER ARENAS!**  
**SUNDAY POKEMON CAFE!**  
**MAIN STAGE EVENT!**  
**OVER 15 TIK TOK CELEBRITIES!**

**WWW.NOCO-CON.COM**  
**FOR MORE INFO AND TICKETS!**



### Pickleball:



**PICKLEBALL**  
**Clinic for beginners**

**Tuesday & Wednesday**  
June 3rd & 4th 2025

**Clinic is Free**

**Fairgrounds Municipal Arena**

600 William T. Field Drive, Watertown, NY 13601

**Register early - space is limited**

Registration opens Monday, May 19th  
<https://secure.recl.com/NY/watertown-ny/catalog>

Call 315-785-7775 if you need assistance



The first pickleball clinic of the season was a great success. The class was sold out with many on the wait list. The next clinic is scheduled for June 3<sup>rd</sup> & 4<sup>th</sup>.





**WATERTOWN PARKS & REC PRESENTS OUR 3RD ANNUAL**

# PICKLEBALL TOURNAMENT

This is a team Tournament and is double elimination. Men and women of all ages & skill levels are welcome! There will be an open bracket for men & women, and a womens only bracket.

**TOURNAMENT FEE \$40 PER TEAM**

**SATURDAY, MAY 31<sup>ST</sup>**  
**9:00AM START TIME**

At the Watertown Municipal Arena

Registration Information: April 21 - May 28  
<https://secure.recl.com/ny/watertownny/catalog>  
 If you need assistance please call 315-785-7775

**CO-ED MEN WOMEN**





THE CITY OF WATERTOWN PARKS & RECREATION PRESENTS

# OPEN PICKLEBALL

**STARTING 5/27 TO 8/22 WEEKDAYS**  
 FROM 9AM-3:30PM MONDAY-FRIDAY  
 TUESDAY & THURSDAY EVENINGS FROM 5-8PM  
 CLOSED WEEK OF THE FAIR

**CITY RESIDENTS MILITARY \$4.00**

**NON CITY RESIDENTS \$5.00**

AVAILABILITY MAY CHANGE BASED OFF EVENTS. CALL OR CHECK OUR FACEBOOK PAGE FOR MORE INFORMATION  
**CALL THE FAIRGROUNDS AT 315-785-7775**

**FAIRGROUNDS MUNICIPAL ARENA**  
 800 WILLIAM T. FIELD DRIVE WATERTOWN



### Baseball & Softball Leagues:

**City of Watertown**

# 10U YOUTH BASEBALL

**League Runs JUNE 24 TO JULY 31**

**Tues/Thurs Game Days**

**REGISTRATION PERIOD: APRIL 14 - JUNE 6**

**COACHES MEETING WEDNESDAY JUNE 11TH**

Registration open to ages 8-10 as of April 15, 2025  
 City Residents/Military: \$15 Non-City Residents: \$30  
**Volunteer coaches are needed!**

Accepting all individual players, as well as teams from local Little League Affiliations! Teams must submit Roster Forms. Scan to register or register online using the link below:  
<https://secure.recl.com/NY/watertown-ny/catalog>  
 Call 315-785-7775 for more information




**City of Watertown**

# 13U YOUTH BASEBALL

**League Runs June 23 to July 30**

**Mon/Wed Game Days**

**Registration Period: April 14 - June 6**

**COACHES MEETING WEDNESDAY JUNE 11TH**

Registration open to ages 10-13 as of April 15, 2025  
 City Residents/Military: \$15 Non-City Residents: \$30  
**Volunteer coaches are needed!**

Accepting all individual players, as well as teams from local Little League Affiliations! Teams must submit Roster Forms. Scan to register or register online using the link below:  
<https://secure.recl.com/NY/watertown-ny/catalog> Call 315-785-7775 for more information




**City of Watertown**

**PARKS & RECREATION**  
CITY OF WATERTOWN, NY

**TEE-BALL & COACH PITCH**

6U: Ages 5-6 as of April 30  
8U: 6-8 as of April 30  
City Residents/Military: \$15  
Non-City Residents: \$30  
Volunteer coaches are needed!

**Registration Period**  
May 5- June 13

**League Dates**  
June 30 - August 7  
**6U: Tuesdays/Thursdays**  
**8U: Mondays/Wednesdays**

**Coaches Meeting**  
Wednesday June 18th

**Schedule Available**  
June 23

Scan for 6U

Scan to register or register online:  
<https://secure.rec1.com/NY/watertown-ny/catalog>  
If you need assistance please call 315-785-7775

Scan for 8U

## Roswell P. Flower Memorial Library

**Spice Club** Pick up a take-home kit from Flower Library.

Each kit includes recipe cards, history of the spice, and a list of cookbooks you can check out from the library.


Miss getting a kit? The list of recipes will be available on our website!

Open to ages 18+. Contact Ashley P. at 315-785-7714.

**June - Fennel Seeds**  
Available 6/2 at 9am.

**July - Ground Coriander**  
Available 7/1 at 9am.

**August - Chili Powder**  
Available 8/1 at 10am.



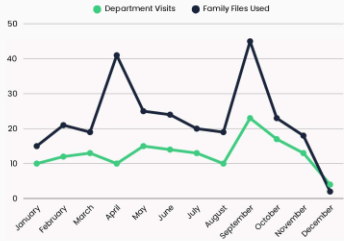
Roswell P. Flower Memorial Library

FLOWER LIBRARY'S

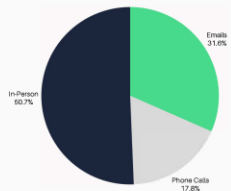
# GENEALOGY DEPARTMENT

ISSUE 1 2024 OVERVIEW MAY 2025

Flower Library's Genealogy Department is a growing entity. Run mainly by an extremely knowledgeable and dedicated volunteer who is supervised by the library's newest Librarian II, the department is working hard to build back the momentum lost after the devastating years of health problems and isolation that have plagued most of our power users. Department visits currently mimic the seasonal trends that other Adult Services staff notice - the early spring warmth and fall leaf peeping bring folks in the doors!



2024 Communications with Patrons: Staff and Volunteers Converse by...



Email remains the more overall popular means of communicating with genealogy staff remotely, allowing folks who are not local to seek the expertise of library staff. Still nothing beats an in-person chat with our local history expert, 30+ year volunteer Terry Mandigo. Many times we've heard the phrase "If Terry doesn't know, then it isn't worth knowing" spoken when talking with our local history researchers.

### Department Goals

One of the main goals of 2024 was to revamp the Genealogy Department website to feature context alongside links and lists of library research offerings. The hope was to invite users of all levels, even those who were just beginning their research journey, to explore in-house and virtual research options in a logical, path-like way. Staff are proud to announce that this project has been completed! Each page comes complete with details describing that specific portion of the collection while leaving room to grow.

Another goal was to attract people to the space and resources via events and outreach partnerships. Staff were able to host 4 research-based events (including how to research your haunted house) as well as partner with the Jefferson County Historical Society for the History and Genealogy Fair in the fall. This annual event features 3 guest speakers and 15+ tables of local organizations; the 2024 event brought 60 people through the historical society. By inviting folks of all ages and varying research abilities, we hoped to inspire the next generation of local history fans and cultivate new library patrons.

NEW FOR USE IN-LIBRARY ONLY:  
**LAPTOPS**



Patrons must have a North County Library System library card that is in good standing. Laptops can be used for 2 hours. Other conditions apply.

VISIT THE CIRCULATION DESK  
TO GET STARTED.