

City Manager's Status and Information Update

July 11, 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
✓ Transit Operator	✓ Motor Equip Operator
✓ Laborer I	✓ Municipal Worker I
✓ Facilities Maintenance Worker	✓ Information Technology Specialist

For more opportunities click the QR Code here:



Civil Service

WE'RE HIRING!

The City of Watertown has several openings...

- ASSISTANT CITY ENGINEER
- IT SPECIALIST
- FACILITY MAINTENANCE WORKER
- POLICE OFFICER
- MOTOR EQUIPMENT OPERATOR
- LABORER

See the full list of openings in our
Employment portal!

APPLY NOW



Visit: watertown-ny.gov
Email: civilservice@watertown-ny.gov



Boards and Commissions

YOU CAN PARTICIPATE IN YOUR COMMUNITY!

Board and Commission members provide input on a variety of issues affecting the City. Appointments to the Boards and Commissions are made by the Council, the Mayor, or the City Manager. Residents are encouraged to participate in this important process. Anyone interested in volunteering for one of the City's Boards and Commissions should send an email to afay@watertown-ny.gov with a letter of interest, including their background and experience.

Presently, the City of Watertown has vacancies on these Boards:

- Board of Assessment Review
- Transportation Commission

Further information on any of the Boards and Commissions can be found on the City's website at the following link: <https://www.watertown-ny.gov/BoardsCommissionsInfo>

Use the links on the side menu to visit the webpage of each Board and Commission for a description, meeting schedule, and list of the members.

New Hires

We are pleased to welcome the newest City of Watertown team member and are excited to have her on board!!

- Nicole Palmer – Water Treatment Plant Operator Trainee

City Council Meetings



Stay updated with the meeting minutes from the July 7, 2025, City Council Meeting:

[07-07-2025 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 Council Meetings for July are **Monday, July 7**, and **Monday, July 21, 2025**. The July City Council Work Session is on **Monday, July 14**.

Purchasing Department

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 #2025-16 Watertown Pedestrian Signal Improvement Project PIN: 70PS.02 D036015 – Deadline 8/14/25

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/462/>

If you are not already in our Evobid system, you will have to create a log in 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

Training:

Department members recently trained on advancing hose lines to areas within a local manufacturing facility. We have had fires in the facility in the past and have experienced difficulty navigating hoselines, equipment and manpower to

problem areas within the facility. This training allowed us to try several different options for advancing hoselines under controlled and safe conditions.



Vehicle Extrication Training:



The fire department recently conducted vehicle extrication training at our Massey Street Fire Station. The training simulated a vehicle rolled over in a ditch. Crews practiced several different techniques



in stabilizing the vehicle, accessing, and removing patients. This is a difficult and dangerous operation. Our crews took advantage of this opportunity to use our equipment and hone their skills in a controlled environment.

Structure Fire:



On June 28, 2025, at 3:50 a.m., the department was dispatched to a fully involved structure fire. Upon arrival, the Battalion Chief found a residential structure with heavy fire conditions that had already breached the roof. Fire department personnel, along with Watertown Police, confirmed that the residents were not home. Due to the advanced stage of the fire, crews initiated a defensive attack. The fire was contained to the residence and a few nearby items. No injuries were reported, and the cause of the fire remains under investigation.

Police Department

Concert in the Park:

Numerous members of the Watertown Police Department, along with K9 Bach and K9 Jochie were on hand at the annual Concert in the Park to ensure the community's safety and enjoyment. In the pictures below, K9 Bach and K9 Jochie took a short break to check out the Black Hawk helicopter and the howitzers on display.



Concert in the Park Drug Arrest:

While working during the Concert in the Park event, undercover members of the Metro-Jefferson Drug Task Force recognized a woman from previous drug sales, 32-year-old Tyler Dawkins. They watched as she got out of a vehicle, walked into the crowd of concertgoers, and brought a man back to her vehicle. When detectives approached the vehicle, they observed the man, 38-year-old David Hagans, with what appeared to be cocaine on his lap and digital scales.

In total, detectives found nearly 20 grams of packaged cocaine, digital scales with white powder residue, 2 grams of methamphetamine and just over \$1,000 in cash.

As a result, Hagans and Dawkins were both arrested. Hagans was charged with third-degree criminal possession of a controlled substance and criminal use of drug paraphernalia. Dawkins was charged with seventh-degree criminal possession of a controlled substance.

Police Academy:



The Black River/St. Lawrence Valley Police Academy Class of **2025-2026** is in its 4th week of training. In the pictures below, police academy recruits are learning and practicing fundamental skills such as grip, stance, and sight alignment at the firing range.



Therapy Dog:



Det. Freeman took Luna on her very first, well-earned Adirondack vacation!

Police Lateral Transfers:

The Watertown Police Department is continuing to look for **police officer transfers**. NY State-certified police officers may apply by visiting the City of Watertown Civil Service website at:

<https://watertown-portal.mycivilservice.com/jobopps>

Public Works Department

Roads Crew:

Crews are out working on curbing, topsoiling, and paving Mullin Street to get it ready for the traveling public. One street down and plenty more to go.



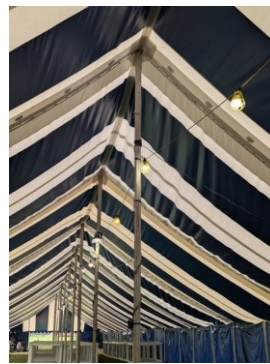
Buildings and Grounds:

Trash around the City never stops and the B&G crew does their very best to keep it picked up for the public.



Electrical:

DPW crews have been busy performing utility locates, supporting special events such as the upcoming Jefferson County Fair and the Farmers Market, and ensuring that all city-owned traffic signals and streetlights remain operational. For a crew of just three, they are doing an outstanding job!



Storm Culverts:

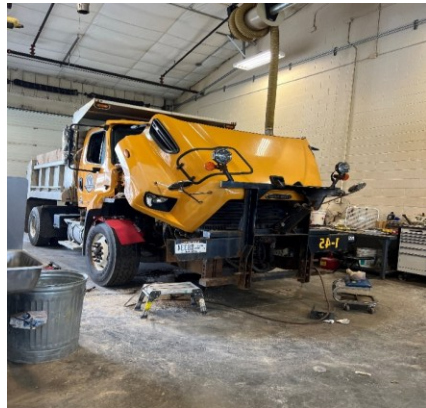


inspections as much as they can to keep up on maintenance.

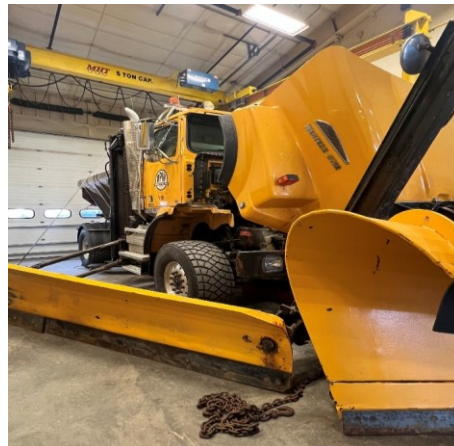
DPW crews repaired another storm culvert. Whether it is broken, clogged, or full of roots, the crew does their best to keep everything maintained. The crews have also been busy cleaning and conducting video



Maintenance Garage:



Mechanics are hard at work prepping for winter, maintaining buses, and keeping the several hundred city-owned units in tip-top shape. There is no shortage of work in this department.



Forestry:



With over 7000 city-owned trees and growing each year, there is a lot to keep up with.

Tree City Watertown requires a lot of maintenance, and the new City Forester is already hard at work evaluating, inspecting, and organizing tree work.



Buildings and Grounds:

This year B&G crews experimented with wildflowers on two different parcels in the City. Not only does this brighten up the City, but it reduces maintenance. The City needs more of this, and this test may encourage more areas to be completed.



Water Department

During the summer months, influent flows typically decrease while temperatures rise. This seasonal change causes the microorganisms responsible for breaking down biological material to become more active and require closer monitoring. As a result, we must reduce the number of tanks in operation to maintain effective treatment. Operators and maintenance staff use this opportunity to clean and inspect the offline tanks and associated piping.



Sometimes a little ingenuity goes a long way. Operational staff at the wastewater treatment facility recently worked together to solve a recurring issue with the chlorine analyzer plugging with debris. To address the problem, the team relocated the sample point farther from the tank wall and added a larger flush line. This modification ensures a more representative sample and significantly reduces the frequency of analyzer cleanings.

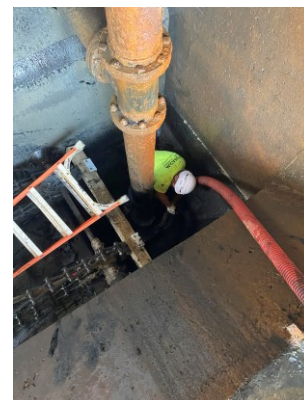
Final Clarifier A is one of the oldest tanks at the wastewater treatment plant, the tank and drive units date back 61 years. Maintenance staff have kept the system operational through diligent preventative maintenance. However, despite their efforts, time has taken its toll on the equipment. Recently, the team had to modify the drive shaft to ensure the sprocket remains properly aligned and secured in place.



Preventative maintenance is essential for protecting and extending the life of the equipment the city owns. By proactively addressing wear and tear, staff at the wastewater treatment plant help prevent unexpected breakdowns and costly emergency repairs. Common tasks include changing oil, greasing bearings, replacing worn tubing, and tightening belts on drive units. Regular maintenance also provides opportunities to identify potential issues early, allowing for timely repairs and improved long-term reliability of the system.



The primary tank walkway had been deteriorating for years, resulting in a significant crack that posed a growing safety concern. This walkway was located near an area that operators accessed daily for manual operations. Last week, a contractor replaced the walkway to restore safe access. While the tank was offline, operators, maintenance staff, and trainees took advantage of the downtime to replace sprockets, install new wear strips, and complete a full tank inspection.



Engineering Department

Burlington Street Reconstruction:

Burlington Street has been undergoing full road reconstruction, including new water and sanitary sewer mains, new sidewalks and retaining walls, and a new gas main. The selected contractor, POWIS Contracting, Inc., has installed the new water main from Saint Mary Street up Burlington Street to just after Farwell Street, and has installed two new stormwater catch basins. Below are pictures of the new water main, one of the new stormwater catch basins, respectively.



WOTS Backwater Prevention Plan Pilot:

Engineering received 13 applications from residents who wish to participate in the Backwater Valve Program last month. Engineering and DPW have inspected 11 of the applicants' residences to determine the scope of work required for a successful valve installation.

We highly encourage other residents in the pilot area of the **Western Outfall Basin** to contact City Hall with any questions about the program. The pilot program is designed to help the estimated 120 houses within the pilot area prevent backwater flooding.

Parks and Recreation Department

FREE Movie Night – Saturday, July 26:



Swim Lessons:

Registration opens three weeks prior to each session!

Keep calm and swim on!

SWIM LESSONS 2025

Session 1: Thompson Park Pool
-10:45-11:30-
Week 1 - July 7-11
Week 2 - July 14-18
Week 3 - July 21-25

Session 2: Flynn Pool
-10:15-11:00-
Week 1 - July 28-August 1
Week 2 - August 4-8

Level Descriptions:
Level 1A (Introductory)

- no previous experience
- introduction to water skills

Level 1B (Beginner)

- minimal experience
- learning fundamental skills

Level 2 (Intermediate)

- skills performed with assistance
- building on and improving learned skills

Level 3 (Experienced)

- skills performed unassisted
- increasing proficiency of learned skills

\$25*
City Resident

Program Rates:
City Resident & Military : \$25
Non-City Resident : \$45



To register scan QR code or go to
<https://secure.recl.com/NY/watertown-ny/catalog>

For Assistance call (315) 785-7775







Summer Rec:


**PARKS
&
RECREATION**
CITY OF WATERTOWN
NY

Summer Playground Program

July 7 thru August 15, 2025

Monday thru Friday 10:00 AM to 3:00 PM

Playground Program Locations:
Thompson Park (by the Splash Pad)
North Hamilton playground,
Emerson Place Playground,
Flynn Pool (Monday, Wednesday, Friday)
North Elementary Playground (Tuesday, Thursday)

Drop-in only. No preregistration required!

Check our Facebook page
[Facebook.com/Watertownparksandrecreation](https://www.facebook.com/Watertownparksandrecreation)
for weekly activities!

Pickleball:

JOIN US FOR A BEGINNER & INTERMEDIATE PICKLEBALL CLINIC!

We're hosting a pickleball clinic at the Fairgrounds Arena **on AUGUST 6TH & 7TH FROM 6:00–7:30 PM**. Whether you're brand new to the game or looking to improve your skills, this clinic is a great opportunity to learn and grow.

Our experienced instructors provide guidance tailored to all skill levels—so no matter where you're starting from, you'll get the support you need to improve. Come check it out and elevate your game!



PICKLEBALL

**Clinic for beginners
& intermediate
players**

Tuesday & Wednesday August 5 th & 6 th 2025	Clinic is Free	Fairgrounds Municipal Arena
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600 William T. Field Drive, Watertown, NY 13601

 **Register early - space is limited**

Registration opens Monday, July 14th
<https://secure.recl.com/NY/watertown-ny/catalog>

Call 315-785-7775 if you need assistance



Watertown Rapids Baseball:

**The Watertown Rapids' next home game is scheduled for
Friday, July 11 at 6:30 PM!**

Come out and cheer on your local baseball team!

For more information and the full season schedule, visit:

🔗 <https://watertownrapids.baseballshift.com>

Watertown Red & Black Football:

**The Watertown Red & Black play their next home game on
Saturday, July 26th at 7:00 PM!**

The Watertown Red and Black is the oldest semi-pro football team in the
United States,
having been established in 1896.

For more information and the full season schedule, visit:

🔗 <https://www.watertownredandblack.com/>

Roswell P. Flower Memorial Library



Candy Sushi

July 19th at 10:00am in the Future Maker Space
Ages 8-17 welcome

Using gummy candies, rice crispy treats, and other delicious sweets, you'll get to make (and eat!) your own sushi-inspired masterpieces.
No registration required. First come, first served.

 Roswell P. Flower Memorial Library
Questions? Contact Ashley M: 315.785.7714

Gmail Tips and Tricks

A SENIOR PLANET Workshop
FROM-AARP



Tuesday, July 15th @ 10am
in the Community Room

Go beyond sending and receiving with this hands-on workshop about Gmail features! This workshop will cover important features like spellcheck, formatting emails, searching your inbox, adding a signature, and attaching files. This session will combine demos with hands-on practice, so you'll have plenty of opportunities to ask questions and try out these features.

Although the curriculum is designed for ages 55+, all ages welcome to attend.

Please note that we will not be signing up for a Gmail address in this workshop. Bring your Gmail login information with you!

Contact Ashley P. with questions at 315.785.7714.




"What's that bird?!"

Come find out!
Saturday, July 12th
10:00 - 11:30 am
Flower Memorial Library
229 Washington Street, Watertown

Birds & Birding

with Tug Hill Tomorrow Land Trust

- Bird Identification Tips
- Bird Bingo Game
- Neighborhood Bird Walk

Learn about the Tug Hill Explorer Bird Backpack you can borrow from the library!

RSVPs appreciated at
www.tughilltomorrowlandtrust.org/events



