

City Manager's Status and Information Update

October 9, 2025

Check out
our Website!

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



Opportunities with Watertown

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

✓ Assistant City Engineer	✓ Civil Engineer I
✓ Refuse/Recycle MEO	✓ Motor Equip Operator
✓ Senior Account Clerk Typist	✓ Municipal Worker I
✓ Facilities Maintenance Worker	✓ Senior Engineering Operator

For a complete list of all the opportunities available, visit our website:

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

Civil Service

Join Our Team!

City of Watertown

We Are Hiring:

Open Vacancies

- Assistant City Engineer
- Civil Engineer I
- Facility Maintenance Worker
- Laborer I and II
- Motor Equipment Operator
- Municipal Worker
- Parks & Rec Attendant
- Refuse/ Recycle MEO
- School Crossing Guard
- Senior Account Clerk Typist
- Senior Engineering Technician
- Transit Operator
- WWTP Process Worker III

Civil Service Exams

- Custodian
- Firefighter
- Secretary
- Senior Typist
- Typist
- WTP Operator Trainee
- WWTP Process Worker Trainee



civilservice@watertown-ny.gov



New Hires

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

- Daniel McCargar – DPW RR MEO

Staff Retirements

After 17 years with the City's Engineering Department, Frederic Damon retired on September 26, 2025. Known for his kindness and easy smile, Fred was a steady presence in City Hall and a valued member of our team. We will certainly miss his friendly nature and, of course, his famous Friday cookie tradition. We wish Fred all the best in his well-deserved retirement and thank

him for his many years of service to the City of Watertown.



After 36 years of dedicated service, Todd Nottell has retired from the City of Watertown Pollution Control Facility. Beginning his career as a trainee at the age of 19, Todd advanced through the ranks to become a Senior Operator (Process Worker III). His leadership, technical expertise, and commitment to operational excellence have been instrumental in shaping the foundation of our current facility. Throughout his tenure, he has contributed to the training

and professional development of every operator on staff.



Employee of the Quarter

The City recently recognized Officer Vance Trapp, Watertown Police Department's Evidence Technician, as our Employee of the Quarter!

We proudly recognize Officer Trapp for 36 years of outstanding service and continued dedication to the Watertown Police Department. Since 2004, his work as an Evidence Technician has been marked by professionalism, reliability, and an unwavering commitment to excellence. Officer Trapp plays a vital role in supporting investigations, managing evidence, and mentoring fellow officers. His knowledge, work ethic, and willingness to go above and beyond make him an invaluable asset to both the department and the community he serves.



Congratulations to Officer Vance Trapp!!



Congratulations to our Employees!

The City of Watertown extends its congratulations to Kim Johnston, who has been nominated and selected to serve as an Executive Board member of the New York State Assessor's Association (NYSAA). This prestigious appointment recognizes her dedication, professionalism and leadership in the field of assessment.

She will be officially installed during the NYSAA Fall Conference in Lake George on Wednesday, October 8, and looks forward to representing Watertown and continuing her commitment to excellence at the state level.



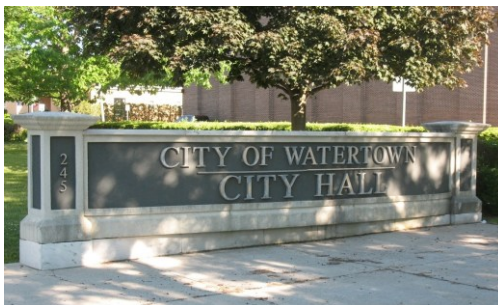
We are proud of this well-deserved honor and join in congratulating her on this achievement!

Since April, Angel French, the Chief Operator at the Pollution Control Facility has been attending the Water Leadership Institute (WLI), a program that helps water professionals build leadership skills and share ideas with peers nationwide. Over the summer, she completed virtual classes and a final project on resilient leadership, earning continuing education credits and graduating on September 29, 2025.

We are proud of her dedication to professional growth and commitment to excellence in service to the City of Watertown. Congratulations Angel!!



City Council Meetings



Stay updated with the meeting minutes from the October 6, 2025, City Council Meeting:

[10-06-2025 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 October are on **Monday, October 6**, and **Monday, October 20, 2025**. The October City Council Work Session is **Tuesday, October 14**.

Assessment Department

The assessment office will be conducting fieldwork throughout the City on Tuesdays or Wednesdays (weather permitting) each week until further notice.

Our office has officially started taking exemptions for the 2026 roll year.

Just a reminder, tax bills are due three times a year. City tax bills were mailed in July, school tax bills will be mailed in October and county bills are mailed in January.

Comptroller Department

Beginning with the 2025 school tax collection period, the City of Watertown Comptroller's Office **will no longer accept school tax payments**.

[Click here for more information](#)

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 #2025-20 Watertown City Court Renovation Project – Deadline 10/30/25

The City of Watertown is seeking sealed bids from qualified bidders to provide all labor, equipment, materials, and supervision required to perform all

operations necessary to renovate the existing city hall building and court room. This includes demolition and asbestos abatement. 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/471/>

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.

City of Watertown-NY Auction #44472 – Auctions International – Ends 10/16/25

The City of Watertown is auctioning off a variety of vehicles and equipment. Please use the link below to view the items.

[City of Watertown-NY #44472](#)

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](#)

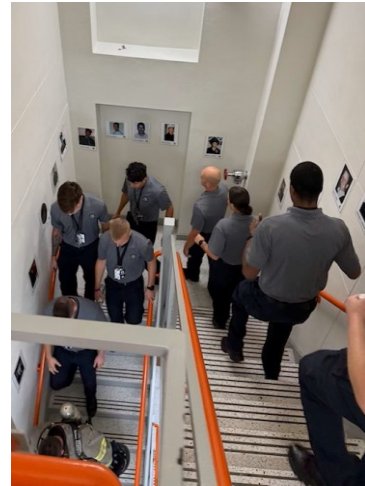
Police Department

9/11 Ceremonies:

WPD Officer Omar McKoy is pictured below placing a wreath during the Patriot Day observance at the Watertown American Legion Post 61 on September 13, 2025.

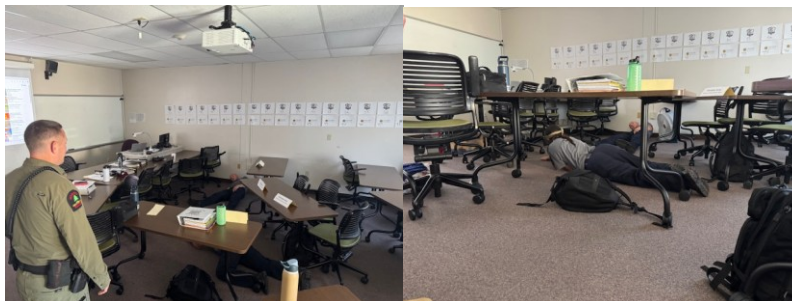


Members of the Watertown Police Department were joined by the current Police Academy recruits participating in the annual “9/11 Memorial Stair Climb” at the NY State Office Building in Watertown. This event also took place on September 13, 2025.



Police Academy:

The Black River/St. Lawrence Valley Police Academy Class of 2025-2026 is in its fifteenth week of training. For the past few weeks, they have been training in topics such as NY Penal Law, NY Criminal Procedure Law, physical fitness and wellness, “First Responder” course (medical), and fundamentals of crisis intervention.



Recruits (above and below) participated in role-playing scenarios in order to practice what they learned in their classes.



Planning Department

219-221 West Lynde Street Rehabilitation:

Staff recently had a chance to tour this home to see the progress on the rehabilitation of this two-unit property. The house was included in Phase 2 of the City's Vacant Homes Redevelopment Initiative Request for Proposals that was issued in 2023. In the program, the City sought proposals from developers and contractors for the rehabilitation and redevelopment of several residential homes located throughout the City of Watertown. The City had taken title to the homes through the tax foreclosure process and desired to work with local developers and contractors to complete a good quality rehabilitation of the properties to ensure that they no longer have a negative effect on the neighborhood in which they were located. The property was sold to Micah Matteson of Matteson Property Management, LLC in August of 2023 and closed later that fall. To date, a new roof and siding has been installed and one of the two units has been rehabilitated. Improvements in the first unit include the addition of a new bathroom and remodel of the old bath, kitchen upgrades, new flooring throughout in addition to paint and new appliances. Rehabilitation of the second unit, which will include similar improvements, is currently underway. Below are before and after pictures of the property.

219-221 W. Lynde St. Before



219-221 W. Lynde St. After



Community Development Block Grant (CDBG) Consolidated Annual Performance Evaluation Report (CAPER):

Staff recently submitted the City's CAPER for the CDBG Program. The CAPER is a year-end report of the CDBG activities that the City undertook during the most recent program year, which ran from July 1, 2024, through June 30, 2025. Some of the City's accomplishments during the 2024 Program Year included completing the Seward Street Reconstruction Project and the Franklin Street ADA Ramp Replacement Project. Working in partnership with the Watertown Housing Authority (WHA), the City also completed the WHA Meadowbrook Sidewalk Reconstruction Project. In addition, work began on both the Burlington Street Reconstruction Project and the design for the Huntington Street Water Main Project.

Additionally, the City continued to work on our various housing rehabilitation programs and the homebuyer program, addressing the City's CDBG goal of providing decent affordable housing for low-to-moderate income residents. Over the course of the year, Neighbors of Watertown, the City's housing rehab subrecipient, oversaw the rehabilitation of thirteen (13) owner occupied housing units. Seven (7) homebuyers were also assisted with down payment assistance toward the purchase of new homes along with funds for minor repairs.

Friends of Thompson Park Volunteer Workday:

Forty-four people participated in the September 13 Thompson Park Workday held by the Friends of Thompson Park, including 32 students from Watertown High School and Immaculate Heart Central High School. WHS was represented by the Girls and Boys Varsity Cross Country team and the Volunteer Club. IHC was represented by the Faith Community Services Program. Volunteers removed stones, small tree stumps and other debris from trails in the western section of Thompson Park near the Gotham Street Overlook. The Friends of



Thompson Park will host their final two workdays of the year on **Saturday, October 25** and **Saturday, November 8** from 9 am. to 12 pm.



Engineering Department

Burlington Street Reconstruction:

Burlington Street is undergoing a full road reconstruction, including new water and sanitary sewer mains, new sidewalks and retaining walls, and a new gas main. The City's contractor, POWIS Contracting, Inc., has installed all the new sanitary, storm sewer, and water mains and services on the street, and has completed most of the installation of the new retaining walls and stairs. Curbing has been placed, and the new sidewalk installation will commence immediately following completion of curbs. Overhead utilities including electricity, cable and communications are underway and should wrap up by the end of the week.



City Hall Court Renovation:

Watertown City Court and the First Floor of City Hall will be going through renovation, including new lighting, plumbing, HVAC, security doors, and a new air handling system along with repairs to the City Hall Building's roof. The design for this project was presented to the City Council at their September 8, 2025, meeting, and is now out to bid. Bids for this project will be opened on October 30, 2025.

Hydro Plant Dam Toe Inspection:



The Federal Emergency Regulating Commission (FERC) requires that a Concrete Toe Inspection of the dam be completed every six to ten years. The last inspection was delayed due to COVID.

The Engineering department solicited bids and the project has been awarded to Gomez and Sullivan. Once the water level reaches the necessary levels, the inspection will be conducted.

Public Works Department

Hungerford Storm Project:

Our sewer division has been working on a large storm project on Hungerford Street. New infrastructure has been installed along the north shoulder of the street. These projects are crucial in finding, maintaining and mitigating stormwater runoff.



Roads Crew:



Vanduzee Street paving is complete, giving residents vital access across the Black River.



Annual brush grinding also commenced at the City Quarry.



Buildings and Grounds:

DPW crews work together to remove and replace sidewalk that has been lifted by tree roots on Thompson Blvd.



Electrical:

Our Electrical team can be seen working all over the City, from the Butler Pavilion to Washington Street, to setting up for the Harvest Festival in the Fairgrounds.



Our painting crew worked to freshen up a parking lot in Thompson Park.



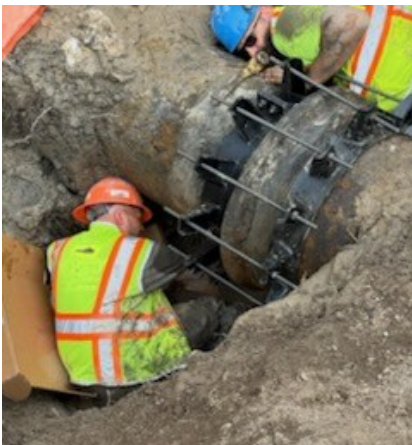
Forestry:

SAVE THE DATE: Tree Watertown's 24th Annual Fall Tree Planting Project is scheduled for Saturday, November 1, 2025, at 9:00 a.m. Approximately 45 trees will be planted within Bicentennial Park and the Alex T. Duffy Fairgrounds. All interested volunteers should meet at the pavilion in Bicentennial Park, located just north of the ice arena. Trees and supplies for the project will be purchased using grant funding obtained through the Northern New York Community Foundation's Carolyn Whitney Tree Fund. DPW Buildings and Grounds will assist by preparing the planting holes for volunteers. Student volunteers from both Watertown High School and Immaculate Heart Central High School, along with Tree Watertown members, will complete the planting.

Water Distribution Department

Service Repair:

Multiple service repairs have been conducted work performed ranged from ball valve replacement to curb box resets, and frozen meter replacements. Commercial water meter replacements have also been conducted at various locations.

**Main Break/Leak Investigation:**

A leaking bell joint was repaired on the 24-inch transmission main on September 22. On October 9, 2025, an insertion valve will be installed to assist in any future isolations of the main in the section off Eastern Blvd.

Additional Work:

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

Staff assisted with contracted work for 231 Commerce Park. Two new private hydrants have been installed, and the fire service has been started.

Staff completed the first checks of the City's fire hydrants. These checks include a general visual inspection and pumping out water that does not drain from hydrants as part of cold-weather preparations. There are approximately 880 hydrants that must be checked and dewatered.

From October 1 through October 6, staff completed sidewalk repairs to various areas around the City. As a result of fire hydrant replacement and water service repairs.



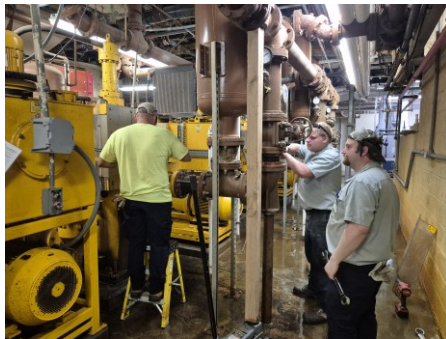
Staff performed water sampling for the harvest festival at the Fairgrounds.



Staff assisted DPW crews with road repair from service replacements and main breaks.



Waste Water Department



During the spring and fall, the Pollution Control Facility (PCF) sees an increase in solids, making it essential that our dewatering equipment is running smoothly. Recently, after hours of careful troubleshooting, our operations and maintenance team identified the issue with a dewatering feed pump and replaced a

ball in a one-way valve. Dewatering systems can be affected by many factors, so it's a win for the team when we're back to 100% operational capacity!



A recent upgrade to the digester mixing system replaced the old gas mixers with a new Rotamix system. The new system uses chopper pumps and directional nozzles, enhancing mixing efficiency, an essential part of digester operations. The crew carefully removed the old system, completing the work safely and efficiently while avoiding additional contractor costs.



Maintenance staff recently replaced a motor on one of the facility's mixers, an important piece of equipment that helps remove FOG (fats, oils, and grease) from the primary settling tank. Removing FOG is a crucial step in the treatment process because it prevents buildup that can interfere with plant operations.

Four operators from the Pollution Control Facility recently competed in the Operations Challenge at WEFtec. The competition gives operators the chance to earn continuing education credits required to maintain their licenses, explore new technologies, and gain hands-on experience. It's also a great opportunity to meet operators from across the country and around the world, sharing knowledge and learning best practices from outside their own facilities.



The exhaust pipes from the engines that pump influent water into the facility get extremely hot. Because the plant is located near ball fields and a public trail, the maintenance team built a protective guard around the pipes to keep every safe from accidental contact.

Parks and Recreation Department

2025 Harvest Festival:

Hundreds, if not thousands, of visitors came out to enjoy the beautiful weather and festivities. This year's event featured carnival rides, delicious food, local vendors, live music, and a Volksmarch.

Looking ahead to next year, we hope to expand the festival with even more activities for kids, additional entertainment, and a greater variety of vendors.

Thank you to everyone who helped make this year's event a huge success!



Watertown Municipal Arena:

Public Skate: Daily skating is now available. Please visit the following site for up-to-date schedules:

[Watertown Municipal Arena](#) or our [Facebook Page](#)

JCC Ice Hockey:

The Cannoneers next home game is scheduled for Saturday, October 25th at 7:00 PM!
Come out and cheer on your local college hockey team!

For more information and the full season schedule, visit:

<https://www.cannoneerathletics.com/sports/cice/2025-26/schedule>

Watertown Wolves Hockey:**Upcoming Watertown Wolves Games:**

Saturday, October 11th

Friday, October 24th

Friday, November 7th

For a full schedule visit www.watertownwolves.net

Slip, Slide & Skate:

CITY OF WATERTOWN

Slip, Slide, & Skate

...Learn to Skate!

Registration: October 6th - November 3rd

Program Dates:

Tuesdays: November 4, 11, 18, 25
December 2, 9

Class time: 7:40-8:40pm for Ages 6+

Helmets Recommended for all ages

Basic Instruction Provided
All Classes will be held as scheduled, unless notified

Class & Skate Rentals

\$40 - City Resident
\$80 - Non City Resident

Class Only (no skate rentals)

\$30 - City Resident
\$60 - Non City Resident

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

Class & Skate Rental




Class Only



Thompson Park Golf Course:

The Thompson Park Golf Course will offer fall rates beginning Monday, September 29th. Please note the changes in the schedule as we close out the 2025 season.

FALL TEE TIMES

THOMPSON PARK GOLF COURSE

**SEP
22**

8:30 AM - 5:15 PM
ALL CARTS IN BY 7:15 PM

**SEP
29**

8:40 AM - 5:00 PM
ALL CARTS IN BY 7:00 PM

**OCT
06**

8:50 AM - 4:45 PM
ALL CARTS IN BY 6:45 PM

**OCT
13**

9:00 AM - 4:30 PM
ALL CARTS IN BY 6:30 PM

**OCT
20**

CLOSED FOR SEASON
**AS THE WEATHER GETS COLDER,
OVERNIGHT FREEZING AND MORNING
FROST MAY DELAY START TIMES**

Thompson Park
Golf Course

Green Fees and Cart Rentals FALL RATES

Fall Green Fees			
9 Holes		18 Holes	
Resident	\$15	Resident	\$22
Nonresident	\$17	Nonresident	\$25
Military	\$15	Military	\$22

Fall Cart Fees			
9 Holes		18 Holes	
Resident	\$10	Resident	\$15
Nonresident	\$11	Nonresident	\$16
Military	\$10	Military	\$15

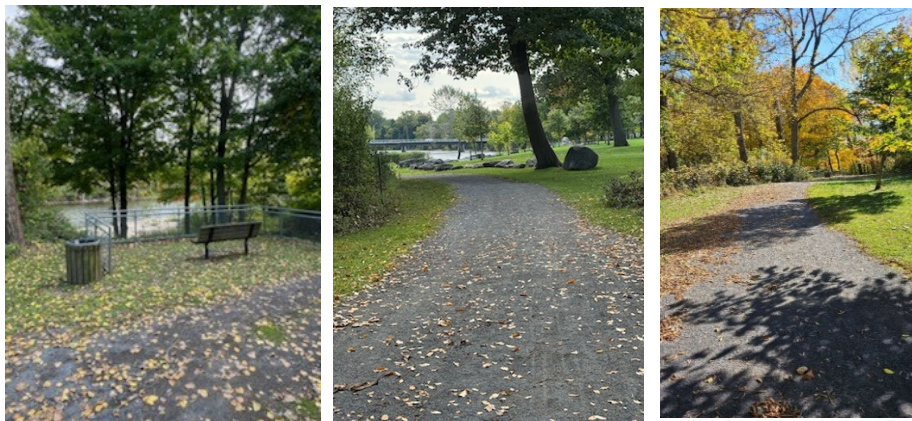
Notice For Cart Rentals:

All cart renters must be at least 16 years of age and possess a valid drivers license to operate the golf cart(s). All riders in a cart must pay a cart fee.

Bicentennial Park:

HEY – did you know the City has a beautiful walking trail and park along the river just past the Arena at the Fairgrounds? If you did, please pass the word, and if you didn't, we recommend you go and check it out! Fall is a great time to get out and explore this trail and others throughout the City.

[City Trail System](#)



Club Vortex:

Club Vortex is back and off to a running start! Kids ages 6–11 meet twice a week to stay active and enjoy the trails of Thompson Park. A big thanks to the Watertown Cross Country Team for leading this fun fall program!



Roswell P. Flower Memorial Library

Trick-or-Treat-or-Trucks!

Several City Departments participated in the Library's Trick-or-Treat-or-Trucks event held in the City Hall Parking Lot on Saturday, October 4. The event was a hit, with many families coming out to explore the vehicles, meet City staff, and enjoy the beautiful day. The kids especially loved climbing aboard the trucks and equipment. It was a fun and memorable event for our community!



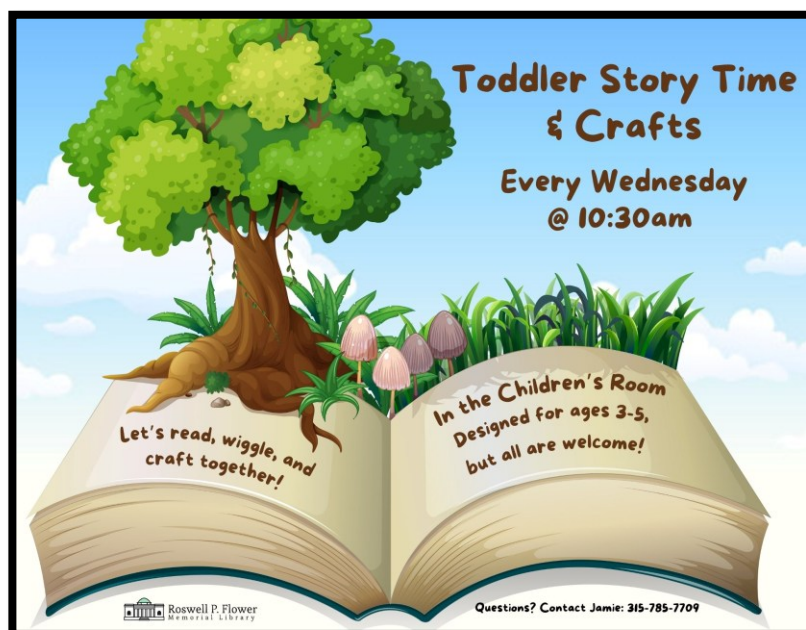


***We will be closed on Saturday, October 11th
due to a planned power outage.***

We will reopen on Tuesday, October 14th at 9am.

The "All Ages Family Movie & Craft" event will be held on
Friday, October 10th at 4:00pm.

The Children's and Adults' Craft Kits will be available at
the Circulation Desk on Friday, October 10th at 10am.



Fire & Fantasy with Roswell Summer Reading 2025

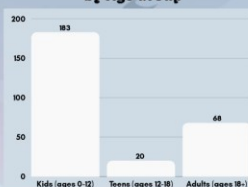
This year's Summer Reading Program, themed *Fire & Fantasy with Roswell*, was nothing short of magical. We were thrilled to see a "spellbinding" increase in children's participation, with 9 more participants and 156 more total hours read. Adults had an increase of 245 total hours read, and 1 less participant. We do not have last year's teens stats. Families really enjoyed our themed events throughout the summer. Most notably was our fantasy magic show, with guest magician Terri Lynn, that had kids and caregivers completely under its spell.

At the start of the teen program, we welcomed one new Teen Librarian to the team, while midway through the adult program we said farewell to one of our adult services librarians. Even with these staff changes, the programs kept its spark and continued to cast a positive spell on the community.

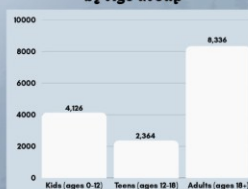
At the end of the summer, we sent out a survey to gather feedback. Patrons shared valuable insights, including teens loving the choice of restaurant gift card, adults hoping for a mix-up of prizes next year, and children/families requesting more places/activities prizes instead of gift cards (like a Zoo pass). These insights will help us forge an even more legendary program for next year, and we can't wait to start planning for Winter Reading!



**Number of Participants
by Age Group**



**Total Hours Read
by Age Group**



Roswell P. Flower
Memorial Library

Jazzy Journals

Tuesday, October 14
6-7pm
Ages 8-17
in the Children's Room

Get creative and make a journal that's uniquely you! Join us for a calm evening of decorating journals with stickers, washi tape, markers, and more.

All art supplies and journals will be provided. Supplies will be available on a first come first served basis.

Questions?
Contact Jamie: 315-785-7709



Roswell P. Flower
Memorial Library