

City Manager's Status and Information Update

January 23, 2026

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

The City of Watertown is more than a workplace; it is a place where your work makes a real difference every day. From maintaining essential services to supporting our active community, our employees play a vital role in shaping the quality of life for residents and visitors alike. If you are looking for meaningful work, professional growth, and the chance to serve your community, we invite you to explore the opportunities currently available with the City of Watertown.

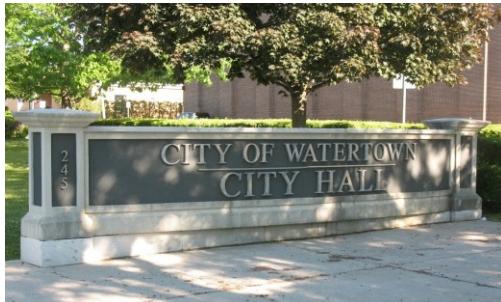
Vacancies/Civil Service

A flyer for Civil Service Opportunities. It features the City of Watertown seal at the top right. The text "CIVIL SERVICE OPPORTUNITIES" is in blue at the top left. Below it, "Open Positions:" is listed in blue. A bulleted list of positions follows: Bus Driver, Facility Maintenance Worker, Information Technology Specialist, Municipal Worker, Motor Equipment Operator, P&R Attendant, Refuse/Recycle MEO, School Crossing Guard, Senior Engineering Technician, and Water Distribution System Operator. At the bottom, it says "Apply through our portal: <https://watertown-portal.mycivilservice.com/jobopps>" and includes a QR code.

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

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

City Council Meetings



Stay updated with the meeting minutes from the January 20, 2026, City Council Meeting:

[01-20-2026 Meeting Minutes](#)

Reminder:

The City Council Meetings for February are on **Monday, February 2, and Tuesday, February 17, 2026**. The February City Council Work Session is **Monday, February 9, 2026**.

New Hires

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

- Daniel Lupone – Civil Engineer II
- Jonathon Richards – Civil Engineer I

City Manager's Annual Report

The City Manager recently released his 2025 City of Watertown Annual Report. Click the link below to check it out:

[City of Watertown, New York – City Manager Annual Report](#)

Assessment Department

The 2026 Tentative Assessment Roll has been completed. It is available online through the City's website under the Assessment Roll tab:

<https://www.watertown-ny.gov/departments/Assessor/AssessmentRolls>

and on the City Assessment pages, or it may be reviewed in person at the Assessor's Office.

Grievance Day will be held on Tuesday, February 10, from 2:00–5:00 p.m. and 6:00–8:00 p.m. at City Hall in the Council Chambers.

2026 County Tax bills were mailed, and payments are due back to the City Comptroller's office no later than February 15th, 2026.

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 #2025-04 Lift Stations Systems and Controls Upgrade – Deadline

1/29/26

The City of Watertown is seeking sealed bids from qualified bidders to supply all labor, materials and equipment to perform the upgrades to the Gaffney Drive, Vanduzee Street, and Barben-Green Drive Lift Stations per 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/500/>

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

Engineering Department

Engineering Department Staffing:

The City of Watertown Engineering Department has two new Engineers. Please welcome Daniel Lupone, PE and Jonathon Richards to our team. They were hired to replace a recent retiree as well as a future retiree from within the Department.

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 Engineering Department has received two of the six signed contractor agreements, and members of the court staff are currently relocating their

items from the first floor. The City Codes department has temporarily relocated to the second floor of City Hall, and the first floor is now prepped for construction to begin. A pre-construction meeting will be held on January 27, 2026.

Water Treatment Plant Coagulation Pump Station Roof Replacement Project:

The Water Treatment Plant Coagulation Pump Station Roof requires replacement as it has existed beyond its useful life and has several leaks. The Engineering department put together construction documents for the project and solicited bids. The successful bidder for the project was approved by City Council on December 15, 2025, and the Engineering Department has scheduled the pre-construction meeting for late January.

Ohio Street Water Main Replacement Project:

Approximately 2,500 feet of 10-inch water main was installed successfully, and the project was brought to a close and was completed \$40,000 below the bid price.

ADA Ramp Project:

The Engineering Department is working with the Planning Department on the design for a series of ADA ramp projects throughout the City. The construction plans will be finalized and put out to bid in the Spring for anticipated summer construction.

Planning Department

Request for Proposals:

The Planning Department is seeking proposals from qualified stenographic firms or individuals to provide court reporting services for Zoning Board of Appeals (ZBA) meetings and public hearings. The initial contract term will start upon signing and run for about sixteen (16) months, beginning in mid to late February 2026, with the option to extend for two additional one-year periods. Please see the Zoning Board of Appeals Events calendar for the forms at <https://www.watertown-ny.gov/events/42306/>

Proposals will be accepted until 4:00 p.m. Friday, January 30, 2026.

Planning Commission:

The Planning Commission met on January 6, 2026, at 5:15 p.m. and considered requests for a Subdivision at 920 Ives Street, a Special Use Permit at 144 Eastern Boulevard, and a recommendation to City Council for a Zone Change at 430, 440, and 454 State Street. The Planning Commission also held two public hearings at this meeting regarding the Subdivision and Special Use Permit. Both requests were approved by the Commission, and the

recommendation to City Council for the Zone Change has been given for the next City Council Meeting.

The Planning Commission is also looking to fill a vacancy for one of its members. For more information, please visit the Planning Commission website at <https://www.watertown-ny.gov/departments/MayorCityCouncil/BoardsCommissionsInfo>

Public Works Department

Roads Crew & Buildings and Grounds:



Despite rapidly changing weather conditions, including extreme cold and periods of heavy snowfall measured in inches per hour, our Department of Public Works road crews continue to operate around the clock. These dedicated employees work 24/7 to keep city streets, sidewalks, and parking lots safely plowed and accessible. Their commitment, teamwork, and tireless effort are critical to maintaining public safety and mobility throughout the city, and their hard work does not go unnoticed.

Reminder:

Weather-related municipal codes include the following:

§ 265-11.1 Snow or other obstructing substances in streets

No person shall willfully or knowingly place quantities of snow or any other obstructing substances in such a manner as to interfere with the free, full and proper use of any road, highway, public way or place by pedestrians, motor vehicles and their operators.

§ 293-21c – All night seasonal parking restrictions



No person shall park any vehicle upon any street in the City of Watertown between the hours of 2:00 a.m. and 6:00 a.m. between November 1 and April 30, except physicians on emergency calls. No person shall park any vehicle in a prohibited zone at any time of the year.

Electrical:

Signal Maintenance is an important aspect of winter work. Fluctuating temperatures can affect signals and their functions. Windy conditions can also cause signals to be dismantled or unaligned.



Electrical crew can be seen clearing off solar panels on critical signage after snowfall.

Administrative Staff:

Our administrative staff is another dedicated and hardworking team that plays a vital role during winter operations. They assist residents with refuse and snow-related inquiries while continuing to manage essential daily functions such as billing, invoicing, processing new agreements, and other administrative responsibilities. Their responsiveness and efficiency help ensure seamless service delivery to the public.

Below are a few helpful tips for navigating the winter season during plowing operations.



Surviving the Winter Plowing Season

A little patience and a cooperative spirit are essential ingredients for getting through the winter plowing season. When we as citizens, plowing contractors, and city crews work together, we can reduce frustrations that sometimes accompany winter snowstorms. There are many things residents can do to minimize plowing-related problems for themselves and to assure that city crews do the most effective job possible.

When the snow and ice come, please note the following tips for the winter plowing season:

- Please observe the City of Watertown winter parking regulations:
 - No On-Street Parking between 2am-6am, from November 1 – April 30
 - Also, please avoid parking your car on the street anytime it is snowing. This improves plowing efficiency and safety.
- Plows work on main routes first, then secondary roads followed by side streets. We require about 8 hours to clear the entire City after the snow stops.
- Snow from the bottom of the driveway should be shoveled to the right as you're facing the street. This will reduce the amount of snow being placed back into the driveway the next time a plow passes.
- Property owners are required by City Code to clear their sidewalks of snow and ice. Please do so to maintain safe travel for pedestrians.
- Residents hiring contractors for snow removal should remind the contractor about state and local laws that prohibit pushing or placing snow back into or across the street. Doing so not only creates hazards for drivers, but also makes it difficult for the city to keep the streets clean.
- If trash/recycling pickup day coincides with plowing activities, make sure your trash can and recycling bin are well behind the curb or in the driveway so the plow will not hit them.
- Don't allow children to build snow forts and tunnels in the snowbanks adjacent to the road. It can be difficult for the plow operators to see children in these situations.
- Keep basketball hoops, toys and signs away from the area between the sidewalk and curb line/edge of road. These items are hazards for plows and motorists alike.
- If you live on a corner, please notify the City if the corner sidewalk ramp area is blocked with snow.
- Residents who have experienced sod damage in the past may wish to mark their yard line with flexible stakes or lathe. This will help the plow operators avoid future damage.
- Please call, 315-785-7842 with any questions.

Thank you for your cooperation!

For additional information or questions, residents are encouraged to visit the City's website at www.watertown-ny.gov

Water Distribution Department

Service Repair:

On January 7, 2026, a service was repaired on Katherine Street.



Main Break/Leak Investigation:

On January 12, 2026, the 6-inch main in the 600 block of Cooper Street was repaired. The leak was identified to be at a bell joint and a section was replaced.



On January 13, 2026, the two-inch service to the maintenance building at 895 S. Massey Street was isolated due to frozen and broken pipes.



On January 18, 2026, the 6-inch main in the 700 block of Cooper Street was repaired.



On January 19, 2026, the service was isolated to a structure on Rutland Place, and the meter was removed after the structure was condemned by City Code Enforcement.

Additional Water Main Repair Updates:



Staff have continued to repair hydrants and remove snow from 890 hydrants around the city. Pictured below is a Kennedy Hydrant damaged that had the collision ring replaced.

Parks and Recreation Department



In preparation for this year's Snowtown USA festivities, the Parks & Recreation Department has begun flooding the Rotary Trail in Thompson Park. Once complete, visitors will be able to enjoy outdoor skating along this scenic winter trail throughout the week. New this year - skate rentals will be available on Saturday, January 31, from 11:00 a.m. to 2:00 p.m.

For a full list of Snowtown USA activities and events, visit the events section of the Snowtown USA website at www.snowtownusa.org.



All outdoor activities are weather-dependent.

Watertown Municipal Arena:

Public Skate: Daily skating is available at the Watertown Municipal Arena. 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 Sunday, January 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, January 24
Friday, January 30
Saturday, January 31

For a full schedule visit www.watertownwolves.net

IHC Hockey:**IHC High School Home Games:**

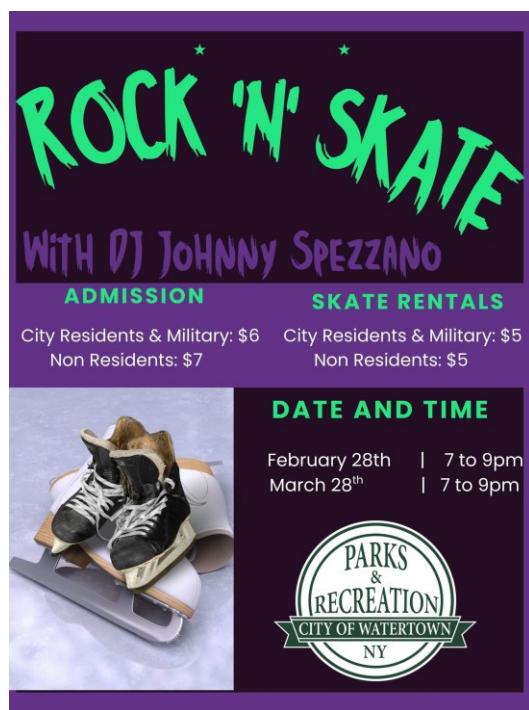
Friday, January 23rd
Wednesday, February 4th

Slip, Slide & Skate:

Our Slip, Slide & Skate program is back this Spring with another fun-filled session! Whether your child is brand new to skating or ready to build on their skills, this class teaches the fundamentals such as balance, basic techniques, fun tricks, and even how to safely get up after a fall. Through games and guided activities, skaters gain confidence while having a great time on the ice. Spots will fill quickly, so be sure to sign up for Session 2 and let your child slip, slide, and skate their way into spring!



Rock 'N' Skate:



Join us for an upcoming Rock & Skate at the Watertown Municipal Arena! Enjoy a fun-filled skating session with music provided by Johnny Spezzano, who will be spinning all your favorite tunes throughout the night. Bring your friends and family, lace up your skates, and come enjoy a great atmosphere, great music, and a fun night on the ice!

Cross Country Ski Trails:

**Cross Country Ski & Snowshoe
At Thompson Park Opening
Soon**



Cross Country Rentals
City Resident: \$7
Military: \$7
Non-City Resident: \$10

Snowshoe Rentals
City Resident: \$5
Military: \$5
Non-City Resident: \$7

Rentals for skis include: Skis, poles, & boots. New this season, rentals will be available at the Watertown Municipal Arena Monday-Friday 8am-9pm. Rentals can be purchased for longer than one day and can be kept for weekends. If you don't need rentals feel free to go right to the trail which is on the Thompson Park Golf Course. Trail grooming will be weather dependent. Limited availability of rentals*

The cross-country ski trails in Thompson Park are officially open, weather permitting! Join the many community members who have already been out enjoying the freshly groomed trails by skiing or snowshoeing through the park's scenic landscape.

Cross-country ski and snowshoe rentals are available at the Watertown Municipal Arena, Monday - Friday from 8:00am to 4:00pm. Weekday rentals are available on a 24-hour basis, and full weekend rentals are offered for those looking to get out and explore Friday-Sunday.

Grab your gear, bundle up, and enjoy everything Thompson Park has to offer this winter!

Roswell P. Flower Memorial Library

ANCESTRY.COM 101

**Saturday, January 31st at 10:00am
in the Future Makerspace
Ages 18+ Welcome**

Curious about researching your family history on ancestry.com, but unsure of where to start? Stop in for a brief presentation and then get some guided practice in our Reference Department! You'll learn the basics of navigation and the types of records you can uncover using this database.

Questions? Contact Ashley M. at 315-785-7714





FAMILY MOVIE & CRAFT AFTERNOON

Join us in the South Reading Room for a family friendly movie, a simple craft, and a tasty treat! Free for all ages and abilities.



January 24
Smurfs
(2025, PG)
2pm– 3:30pm

Movie licensing provided by the Friends of the Flower Memorial Library from Swank Motion Pictures.