

# City Manager's Status and Information Update

January 10, 2025

Check out our Website!

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



## Opportunities with Watertown

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

✓ Conf. Secretary to the City Manager	✓ Senior Engineering Technician
✓ Laborer I & II	✓ Motor Equipment Mechanic
✓ Planner	✓ MEO (Light)
✓ Information Technology Specialist	✓ Secretary

For more opportunities click the QR Code here:



## Civil Service

**CITY OF WATERTOWN  
CIVIL SERVICE**

**NOW ACCEPTING EXAM  
APPLICATIONS FOR:**

- ACCOUNTANT
- BUILDING SYSTEMS SUPERVISOR
- CIVIL ENGINEER I
- HUMAN RESOURCES BENEFITS SPECIALIST
- MODERNIZATION COORDINATOR
- POLICE OFFICER
- SCHOOL SAFETY OFFICER
- SENIOR PUBLIC HOUSING SPECIALIST

We also have several open vacancies to fill!

You can find all of our employment opportunities on our website:  
[www.watertown-ny.gov](http://www.watertown-ny.gov)



[civilservice@watertown-ny.gov](mailto:civilservice@watertown-ny.gov)

## New Hires

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

- Joseph Albinus - Planner

## New Beginnings: Celebrating the Next Chapter in Watertown

Erica Anderson has recently accepted the position of Assistant to the City Manager. Since joining the City in June as Confidential Secretary to the City Manager, she has quickly adapted to her role, demonstrating a strong commitment to her responsibilities which led to her promotion.

“I am thrilled to have Erica in this position. Her contributions have already made a significant impact, and I look forward to working together to support the City’s goals and initiatives.”

*Eric Wagenaar, City Manager*

## It’s Never Easy Saying Good-bye

While parting is such sweet sorrow, we bid farewell to Gertrude Karris as she leaves the Planning Department after having over two years of exemplary service. Her contributions have greatly benefited our City, and she will be deeply missed.



# City Manager's Annual Report

The City Manager recently released his 2024 City of Watertown Annual Report. Click the link below to check it out:

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

## 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 #2024-36 Burlington Street Reconstruction Project – Due 1/22/25**

The City of Watertown is seeking sealed bids from qualified vendors for a project site located on Burlington Street and consists of the complete street reconstruction. The successful contractor will be required to provide all labor, materials, machinery, tools, equipment, and other means of construction necessary and incidental to the completion of the work shown on the plans and described in the specifications.

Please find below the link to download the Specifications for the Bid referenced above:

<https://prod3.evo.cloud/watertownny/portal/bids/404/>

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](#)

## City Council Meetings



Stay updated with the most recent meeting minutes from the January 6, 2025, City Council Meeting:

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

### Reminder:

The City Council meets 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 of 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. 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 January are **Monday, January 6<sup>th</sup>** and **Tuesday, January 21<sup>st</sup>**, due to Martin Luther King Jr. Day. The January City Council Work Session is on **Monday, January 13<sup>th</sup>**.

## Police Department

Shelia Mongeau of "MLC Labradors" will soon be donating a therapy dog to the Watertown Police Department for use in our "Officer Wellness Program." Below is a photo of therapy dog "Miss Phoebe," who is the mom of our future therapy pup!



Therapy Dog “Miss Phoebe” and her pups. Soon we will be picking out one of the pups and WPD Detective Scott Freeman will be taking them home. Therapy dog training will begin a few weeks later and will continue until the new therapy dog is ready to go to work. Thank you, Shelia and MLC Labradors!



### **Police Academy:**

The Black River/St. Lawrence Police Academy Class of 2024-2025 is now in the eighteenth week of classes. Over the past few weeks, the recruits have been training in topics such as: domestic violence, physical fitness & wellness, NYS First Responders Course, defensive tactics & principles of control, interview & interrogation, NY Penal Law, stop, question & frisk, accusatory instruments, report writing, elder abuse, search & seizure scenarios, aerosol subject restraint, recognizing the cannabis impaired motorist, and reality based training.



***Recruit Officers participated in aerosol subject restraint training (better known as pepper spray)***

Those recruits who successfully complete the classroom training and field training programs will be working the road on their own in July of 2025.



### Community:

On December 6th, WPD Officers Tyler Decker and Logan Marolf were conducting a walking patrol downtown, when they bumped into Santa Clause at the Northern Regional Center for Independent Living (NRCIL) on Court Street. Santa was good enough to pose for a picture with the officers.



“Monster Energy of Syracuse” dropped by the Public Safety Building to drop off some energy drinks to Jefferson County Sheriff’s Deputies and the Watertown Police Officers. WPD Officers Shane Ryan and Mike McAdoo (right) were on hand to accept the holiday gift.



### 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>

## Fire Department

### New Fire Prevention Messaging Sign:

The sign project is now complete, enabling us to share vital fire prevention and safety messages with the public on a daily basis. Throughout the year, we will display information focused on public safety, fire prevention, and emergency preparedness, enhancing awareness across our community. This project was made possible through funding from the FEMA Fire Prevention and Safety Grant, and we are deeply grateful for their support. The LED sign will also promote key initiatives such as National Fire Prevention Week, community CPR and First Aid training sessions, and other community-focused programs. We look forward to using this valuable tool to keep our residents informed and safe.



### Reserve Fire Engine in Service:



The final touches and training are complete, and our 'new-to-us' 2008 E-One pumper (8-34) has been placed into service as our main reserve engine. This addition enhances the resilience of our fleet, replacing the old Engine 8-2, which was retired due to frame issues. Previously owned by the Bellevue Fire

District in Cheektowaga, New York, 8-34 has exceptionally low hours and mileage, making it a valuable asset. With an additional 250 gallons of water capacity compared to its predecessor, this engine is better equipped to handle the early stages of a structure fire. This apparatus is expected to provide our community with a decade or more of reliable and economical service. The acquisition of 8-34 improves our ability to maintain uninterrupted service during maintenance or in high-demand situations. We are grateful to our community, the manager and council for their support in acquiring this vital addition.

## Engineering

### Hydro Plant Control System Update:

A walkthrough of the Hydro Plant with the contractor was held 01-10-2025, and the contractor has begun preparing their safety protocols.

### Leray Street Reconstruction:

The City desires to do a full road reconstruction of Leray Street. The Engineering Department has created request for Proposals for design services for this project, and they are now under review. Once approved the Requests will be sent out to design firms.

## Department of Public Works

### Electrical:

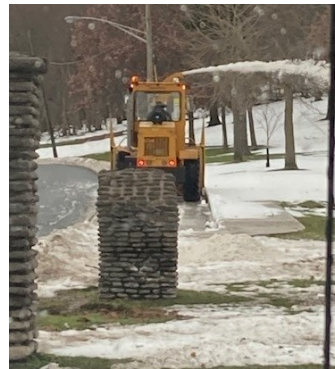


DPW electricians working to keep up with normal wear and tear items like lights going out.



**Snow Removal:**

DPW crews have been out clearing snow. Days after a snow storm, DPW performs what we call a curb cut to reduce the amount of snow stored on the side of the street and to uncover storm drains at the curb. This helps for added space to store more snow in the future or to promote better drainage if it melts.

**Storm Maintenance:**

DPW crews cleaning out the road side ditch on Thompson Blvd.



## Parks and Recreation Department

### Ice Skating:

The second Rock & Skate of the season was held on Saturday, January 4<sup>th</sup> with 172 skaters participating. In total, during the school break, 3,360 individuals participated in public skate sessions.



### Arena Sound System:



A new sound system was recently installed at the Watertown Municipal Arena.



## **Weekend Public Skate Schedule**

**(January 10<sup>th</sup> – 11th):**

**Saturday:**

2:20 – 3:50 pm

**Sunday:**

1:15 – 3:00 pm

8:00 – 9:20 pm (*adult skate*)



### **Upcoming Watertown Wolves Games:**

Friday, January 10<sup>th</sup>  
Saturday, January 11<sup>th</sup>  
Friday, January 24<sup>th</sup>

Puck Drop - 7:30pm

For a full schedule visit [www.watertownwolves.net](http://www.watertownwolves.net)

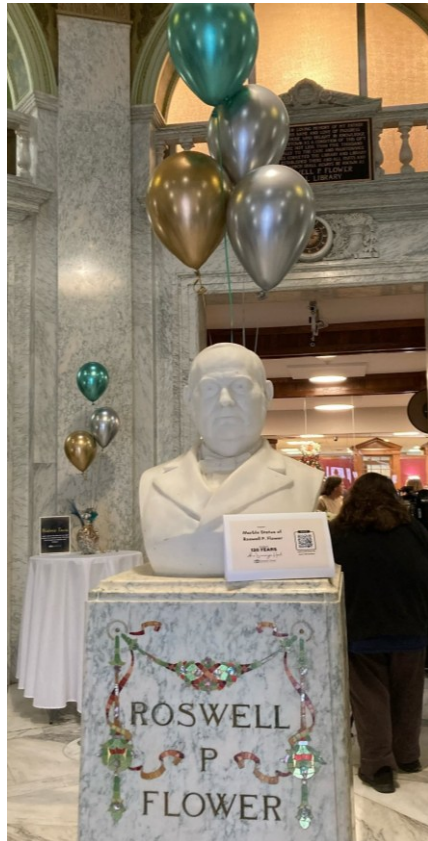


# Roswell P. Flower Memorial Library

## 120<sup>th</sup> Celebration Event:



On January 4, 2025 the library celebrated 120 years of service to our community with a public open house. This event included activities for all ages, historical tours and memorabilia, refreshments, and prizes. Over 250 community members came out for this event. The Roswell P. Flower Memorial Library officially opened our doors to the public on January 4, 1905. We are honored to be continuing a very long and successful legacy of library services for our community!





# True Crime Time

Featuring the Small Town Murder Podcast

Thursday, January 9th AND 16th @ 12:15pm  
in the Community Room



Attention lovers of all things true crime and podcasts: it's your time to shine at the library! Join us for a book club gone rogue as we listen in together as a group to the long-running podcast, Small Town Murder. We will utilize **both** meetings during this month to cover all of the material from a single episode and take the opportunity to discuss our thoughts as we go along for the ride!

Be sure to bring something to keep your hands busy with, like your latest knit/crochet project, your favorite doodle page, you name it! You're also welcome to bring a bag lunch or snack along too.

All ages 18+ welcome!

Contact Ashley with questions at 315.785.7714.



Roswell P. Flower  
Memorial Library

**2ND ANNUAL  
SUPERHERO BASH**

JOIN US FOR SUPERHERO-  
THEMED SNACKS, CRAFTS,  
TRIVIA, AND MORE!  
COSTUMES ENCOURAGED!

**JANUARY 14TH  
6-7PM  
ALL AGES &  
ABILITIES WELCOME**

Roswell P. Flower Memorial Library

Questions? Contact Jamie: 315-785-7709

**THERAPY  
DOGS AT THE  
LIBRARY**

Read with the dogs, learn about therapy dogs, watch a demonstration of tricks, make crafts, and so much more at our Therapy Dogs Party at the Library!

**January 11 at 10:00 AM**  
for ages 5-13 and their caregivers

*Just a Canine Dog Training*

Questions? Contact: Casey (757) 585-0393  
Jamie (315) 785-7709

Flower Memorial Library  
229 Washington St.

Roswell P. Flower Memorial Library