

**CITY OF WATERTOWN, NEW YORK**  
**AGENDA**  
**Monday, December 1, 2025**  
**7 p.m.**

This shall serve as notice that the next regularly scheduled meeting of the City Council will be held on Monday, December 1, 2025 at 7:00 p.m. in the City Council Chambers, 245 Washington Street, Watertown, New York.

**MOMENT OF SILENCE**

**PLEDGE OF ALLEGIANCE**

**ROLL CALL**

**ADOPTION OF MINUTES**

**COMMUNICATIONS**

**PRIVILEGE OF THE FLOOR**

**PUBLIC HEARING**

**RESOLUTIONS**

- |                    |   |
|--------------------|---|
| Resolution No. 1 - | Re-appointment to the Board of Ethics,<br>Stephen A. Jennings                                     |
| Resolution No. 2 - | Re-appointment to the Board of Ethics,<br>Donald W. Rutherford                                    |
| Resolution No. 3 - | Re-appointment to the Board of Ethics,<br>Yvonne F. Reff  |
| Resolution No. 4 - | Re-appointment to the Board of Ethics,<br>Cary J. Parker  |
| Resolution No. 5 - | Re-appointment to the Board of Ethics,<br>Suzanne C. Renzi-Falge                                  |
| Resolution No. 6 - | Re-appointment to the Roswell P. Flower Memorial<br>Library Board of Trustees, Frances A. Calarco |
| Resolution No. 7 - | Re-Appointing Lisa M. Carr as a Marriage Officer for the<br>City of Watertown                     |

- Resolution No. 8 - Designating Official Newspaper
- Resolution No. 9 - Authorizing the Sale of Surplus Police Department Vehicle, Equipment and Abandoned Bicycles
- Resolution No. 10 - Approving and Endorsing a Grant Application through the NYS DEC Invasive Species Grant Program Round 4 for Invasive Species Control in Thompson Park
- Resolution No. 11 - Approving and Endorsing a Grant Application through the NYS DEC Invasive Species Grant Program Round 4 for the Restoration of Sites Impacted by Invasive Species in Thompson Park
- Resolution No. 12 - Approving Salary Structure and Annual Increase for Watertown Housing Authority Employees
- Resolution No. 13 - Designating the City Engineer as the Responsible Local Official for City Projects using Equitable Business Opportunities (EBO) Software
- Resolution No. 14 - Approving Pole Attachment Agreement, National Grid
- Resolution No. 15 - Establishing 2026 County Tax Rate

## **ORDINANCES**

## **LOCAL LAW**

## **OLD BUSINESS**

- Laid Over Under the Rules - An Ordinance Amending the Ordinance Dated December 15, 2014, as Amended September 16, 2019, Authorizing the Issuance of \$2,900,000 Bonds of the City of Watertown, Jefferson County, New York, to Pay the Cost of City Court Renovations, in and for Said City, to Change the Scope of the Project to Include Certain City Hall Improvements, and to Increase the Estimated Maximum Cost Thereof and the Amount of Bonds Authorized to \$7,300,000

## **STAFF REPORTS**

## **NEW BUSINESS**

## **EXECUTIVE SESSION**

The proposed acquisition, sale or lease of real property when publicity would affect the value thereof.

To discuss the employment history of a particular individual.

## **ADJOURNMENT**

## **WORK SESSION**

Next Work Session is scheduled for Monday, December 8, 2025, at 7:00 p.m.

**NEXT REGULARLY SCHEDULED CITY COUNCIL MEETING IS MONDAY,  
DECEMBER 15, 2025, AT 7:00 P.M.**

December 1, 2025

To: The Honorable Mayor and City Council

From: Eric F. Wagenaar, City Manager

Subject: Board and Commission Re-appointments

Below is a listing of upcoming term expirations on City Boards and Commissions for City Council Review.

Board or Commission	Appointed By	Term	Name of Member	Term Expires
Board of Ethics	Council	1 Year	Stephen A. Jennings	12/31/2025
Board of Ethics	Council	1 Year	Donald Rutherford	12/31/2025
Board of Ethics	Council	1 Year	Yvonne Reff	12/31/2025
Board of Ethics	Council	1 Year	Cary Parker	12/31/2025
Board of Ethics EE Seat	Council	1 Year	Suzanne C. Renzie-Falge	12/31/2025
Flower Memorial Library Board	Mayor w/Council	11 Years	Frances A. Calarco	12/31/2025

The City Manager's Office has confirmed that all members of the Board of Ethics remain interested in serving an additional one-year appointment.

Frances Calarco, a current member of the Flower Memorial Library Board, expressed her interest in continuing to serve on the Board. She also stated that, if reappointed, she would be appointed as the Board's new President.

Resolutions to reappoint these individuals have been prepared for Council consideration.



# RESOLUTION

Page 1 of 1

Re-appointment to the Board of Ethics,  
Stephen A. Jennings

Council Member KIMBALL, Robert O.

Council Member OLNEY III, Clifford G.

Council Member RUGGIERO, Lisa A.

Council Member SHOEN, Benjamin P.

Mayor PIERCE, Sarah V.C.

Total .....

YEA	NAY

***Introduced by*** \_\_\_\_\_

BE IT RESOLVED that the City Council of the City of Watertown, New York, hereby re-appoints the following individual to the Board of Ethics, to a 1-year term, which term expires December 31, 2026.

Stephen A. Jennings  
219 Green Street  
Watertown, NY 13601

***Seconded by*** \_\_\_\_\_

# RESOLUTION

Page 1 of 1

Re-appointment to the Board of Ethics,  
Donald W. Rutherford

Council Member KIMBALL, Robert O.

Council Member OLNEY III, Clifford G.

Council Member RUGGIERO, Lisa A.

Council Member SHOEN, Benjamin P.

Mayor PIERCE, Sarah V.C.

Total .....

YEA	NAY

**Introduced by** \_\_\_\_\_

BE IT RESOLVED that the City Council of the City of Watertown, New York, hereby re-appoints the following individual to the Board of Ethics, to a 1-year term, which term expires December 31, 2026.

Donald W. Rutherford  
136 Moore Ave  
Watertown, NY 13601

**Seconded by** \_\_\_\_\_

# RESOLUTION

Page 1 of 1

Re-appointment to the Board of Ethics,  
Yvonne F. Reff

Council Member KIMBALL, Robert O.

Council Member OLNEY III, Clifford G.

Council Member RUGGIERO, Lisa A.

Council Member SHOEN, Benjamin P.

Mayor PIERCE, Sarah V.C.

Total .....

YEA	NAY

***Introduced by*** \_\_\_\_\_

BE IT RESOLVED that the City Council of the City of Watertown, New York, hereby re-appoints the following individual to the Board of Ethics, to a 1-year term, which term expires December 31, 2026.

Yvonne F. Reff  
621 Frontenac Street  
Watertown, NY 13601

***Seconded by*** \_\_\_\_\_

# RESOLUTION

Page 1 of 1

Re-appointment to the Board of Ethics,  
Cary J. Parker

Council Member KIMBALL, Robert O.

Council Member OLNEY III, Clifford G.

Council Member RUGGIERO, Lisa A.

Council Member SHOEN, Benjamin P.

Mayor PIERCE, Sarah V.C.

Total .....

YEA	NAY

**Introduced by** \_\_\_\_\_

BE IT RESOLVED that the City Council of the City of Watertown, New York, hereby re-appoints the following individual to the Board of Ethics, to a 1-year term, which term expires December 31, 2026.

Cary J. Parker  
212 North Orchard Street  
Watertown, NY 13601

**Seconded by** \_\_\_\_\_

# RESOLUTION

Page 1 of 1

Re-appointment to the Board of Ethics,  
Suzanne C. Renzi-Falge

Council Member KIMBALL, Robert O.

Council Member OLNEY III, Clifford G.

Council Member RUGGIERO, Lisa A.

Council Member SHOEN, Benjamin P.

Mayor PIERCE, Sarah V.C.

Total .....

YEA	NAY

***Introduced by*** \_\_\_\_\_

BE IT RESOLVED that the City Council of the City of Watertown, New York, hereby re-appoints the following individual to the Board of Ethics, to a 1-year term, which term expires December 31, 2026.

Suzanne C. Renzi-Falge  
825 Holcomb Street  
Watertown, NY 13601

***Seconded by*** \_\_\_\_\_

# RESOLUTION

Page 1 of 1

Re-appointment to the Roswell P. Flower  
Memorial Library Board of Trustees,  
Frances A. Calarco

Council Member KIMBALL, Robert O.

Council Member OLNEY III, Clifford G.

Council Member RUGGIERO, Lisa A.

Council Member SHOEN, Benjamin P.

Mayor PIERCE, Sarah V.C.

Total .....

YEA	NAY

**Introduced by** \_\_\_\_\_

BE IT RESOLVED that the City Council of the City of Watertown, New York, hereby re-appoints the following individual to the Roswell P. Flower Memorial Library Board of Trustees, to an 11-year term, which term expires December 31, 2036.

Frances A. Calarco  
135 Keyes Ave  
Watertown, NY 13601

**Seconded by** \_\_\_\_\_

Res No. 7

December 1, 2025

To: The Honorable Mayor and City Council

From: Ann M. Saunders, City Clerk

Subject: Re-Appointing Lisa M. Carr as a Marriage Officer for the City of Watertown

The attached resolution has been prepared in order to reappoint Deputy Clerk Lisa M. Carr as a Marriage Officer for the City of Watertown for a term of four (4) years.

# RESOLUTION

Page 1 of 1

Re-Appointing Lisa M. Carr as a  
Marriage Officer for the City of Watertown

Council Member KIMBALL, Robert O.

Council Member OLNEY III, Clifford G.

Council Member RUGGIERO, Lisa A.

Council Member SHOEN, Benjamin P.

Mayor PIERCE, Sarah V.C.

Total .....

YEA	NAY

**Introduced by** \_\_\_\_\_

WHEREAS Section 11-C(1) of the New York State Domestic Relations Law permits the City Council of the City of Watertown to appoint one or more Marriage Officers who shall have the authority to solemnize marriages within the City, and

WHEREAS the City Council of the City of Watertown adopted Local Law No. 2 of 2002, establishing the position of City Marriage Officer under Section 45-11.3 of the City Code of the City of Watertown, and

WHEREAS Lisa M. Carr is over the age of 18 and is a resident of the City of Watertown, as required by Section 11-C(2) of the New York State Domestic Relations Law,

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Watertown that Lisa M. Carr shall be re-appointed as a Marriage Officer for the City of Watertown with the duties established by Section 45-11.3 of the City Code of the City of Watertown and by Article 3 of the New York State Domestic Relations Law, for a term of four (4) years commencing immediately and expiring December 5, 2029.

**Seconded by** \_\_\_\_\_



Res No. 8

December 1, 2025

To: The Honorable Mayor and City Council  
From: Eric F. Wagenaar, City Manager  
Subject: Designating Official Newspaper

The attached resolution, if approved by the City Council, designates the *Watertown Daily Times* as the official newspaper of the City of Watertown for the year 2026, as required by New York State Law.

# RESOLUTION

Page 1 of 1

Designating Official Newspaper

Council Member KIMBALL, Robert O.

Council Member OLNEY III, Clifford G.

Council Member RUGGIERO, Lisa A.

Council Member SHOEN, Benjamin P.

Mayor PIERCE, Sarah V.C.

Total .....

YEA	NAY

***Introduced by*** \_\_\_\_\_

BE IT RESOLVED by the City Council of the City of Watertown, New York, that the *Watertown Daily Times* be and is hereby designated as the official newspaper of the City of Watertown, New York, for the year beginning January 1, 2026 and ending December 31, 2026.

***Seconded by*** \_\_\_\_\_

Res No. 9

December 1, 2025

To: The Honorable Mayor and City Council

From: Tina Bartlett-Bearup, Purchasing Manager

Subject: Authorizing the Sale of Surplus Police Department Vehicle, Equipment and Abandoned Bicycles

The City of Watertown Police Department has submitted a list of surplus vehicles and equipment to the Purchasing Department that is either no longer useful or beyond repair and therefore no longer of value to the City.

Additionally, the City of Watertown Police Department has acquired several abandoned bicycles. Staff are recommending that these bicycles also be sold through Auctions International's online website.

Staff are recommending that the items listed below be sold through Auctions International's online website:

SURPLUS ITEMS				
LOT #	YEAR	DESCRIPTION	DEPARTMENT	DATE ADDED
1	2016	Ford Explorer black/white	Police	11/17/2025
2	UNK	(22) misc. pedal bicycles	Police	11/17/2025
3	UNK	Ryobi GVC Pressure Washer	Police	11/17/2025
4	UNK	Electric Scooter	Police	11/17/2025
5	UNK	Gas-powered Mini Bike	Police	11/17/2025
6	UNK	Snow Joe Electric Snow Blower	Police	11/17/2025
7	UNK	Weed Eater Push Mower	Police	11/17/2025
8	UNK	E-Bicycle	Police	11/17/2025
9	UNK	Baja Warrior 200 Mini Bike	Police	11/17/2025
10	UNK	Honda Push Mower	Police	11/17/2025
11	UNK	Buzzaround Electric Mobility Scooter	Police	11/17/2025
12	UNK	Misc. lot of scrap metal/wire/sawhorses	Police	11/17/2025
13	UNK	Razor Electric Scooter	Police	11/17/2025

A resolution is attached for City Council consideration.



## City of Watertown, New York Police Department

Metro-Jeff Public Safety Building  
751 Waterman Drive  
Watertown, NY 13601

Phone (315) 786-2610  
Fax (315) 786-2613  
wpd@watertown-ny.gov



Charles P. Donoghue  
Chief of Police

To: Purchasing Manager, Tina Bartlett-Bearup

From: Watertown Police, Captain Cristin N. Lyon

Re: Surplus items for auction

Date: November 17<sup>th</sup>, 2025

Tina,

The following patrol vehicle is no longer in use at the Watertown Police Department and is available for reassignment or auction as appropriate:

- 2016 black/white Ford Explorer VIN # 1FM5K8AR0GGB36797. This former patrol vehicle needs a new transmission and is no longer covered under warranty

The following unclaimed property items are available for auction:

- 22 miscellaneous pedal bicycles (see attached itemized list)
- Ryobi GCV160 Pressure Washer
- Electric Scooter
- Gas-powered Mini Bike
- Snow Joe Electric Snow Blower
- Weed Eater Push Mower
- E-bicycle
- Baja Warrior 200 Mini Bike
- Honda Push Mower
- Buzzaround EX Electric Mobility Scooter
- Miscellaneous lot of scrap metal/wire/sawhorses
- Razor Electric Scooter

Respectfully submitted,

Cristin N. Lyon  
Police Captain

**RESOLUTION**

Page 1 of 1

Authorizing the Sale of Surplus Police  
Vehicle, Equipment and Abandoned Bicycles

Council Member KIMBALL, Robert O.

Council Member OLNEY III, Clifford G.

Council Member RUGGIERO, Lisa A.

Council Member SHOEN, Benjamin P.

Mayor PIERCE, Sarah V.C.

Total .....

YEA	NAY

***Introduced by*** \_\_\_\_\_

WHEREAS the City of Watertown Police Department has a surplus vehicle, equipment, and has acquired several abandoned bicycles, the description of which is attached and made a part of this resolution, and

WHEREAS the surplus vehicle, equipment, and abandoned bicycles may have some value best determined by an online auction,

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Watertown, New York, that it hereby authorizes the sale, by online auction, of the surplus vehicle, equipment, and abandoned bicycles as described in the attached listing, and

BE IT FURTHER RESOLVED that final acceptance of such bids shall constitute acceptance of the same by the City Manager or designee.

***Seconded by*** \_\_\_\_\_

[illegible]

December 1, 2025

To: The Honorable Mayor and City Council

From: Michael A. Lumbis, Planning and Community Development Director

Subject: Approving and Endorsing Applications for Funding Through the New York State Department of Environmental Conservation (NYS DEC) Invasive Species Grant Program Round 4 for the Control of Invasive Species and Restoration of Sites Impacted by Invasive Species within Thompson Park

As discussed at the November 10, 2025, work session, the NYS DEC has recently announced that grant funding is available through Round 4 of the Invasive Species Grant Program. Funding is available for municipalities to address the impacts of invasive species, including funding to remove invasives and restore sites impacted by invasive species.

Staff is proposing that the City apply for funding under the “Terrestrial and Aquatic Invasive Species Rapid Response and Control” category to remove invasive buckthorn, honeysuckle and oriental bittersweet in Thompson Park. This project would expand the recent efforts to remove invasives in Thompson Park that have included extensive volunteer efforts by the Friends of Thompson Park, contracted removal and work completed by Parks and Recreation Staff.

The proposed invasive species removal project will implement an important landscape management recommendation that is included in the Thompson Park Master Plan and would primarily occur in the western portion of Thompson Park, in the area located to the west and north of the West Outlook.

The proposed total project cost is \$100,000. The grant portion would be \$80,000 and the City’s match would be \$20,000. The grant would cover the cost of contracted removal of invasive species. The required match would not require any cash outlay from the City. The match would be comprised of in-kind contributions including a portion of the City Forester’s salary, salaries from Parks and Recreation and DPW staff in addition to the value of the Friends of Thompson Park volunteer time.

The attached resolution number 10 authorizes and endorses an application for funding under the NYS DEC’s Invasive Species Program for removal of invasive species in Thompson Park.

In addition to the removal of invasive species in Thompson Park, Staff also proposes that the City apply for funding under the “Restoration and Resiliency of

Sites Impacted by Invasive Species” category for a project that would restore native species in Thompson Park by the planting trees and shrubs in areas that have been previously cleared of invasives.

This project would facilitate the reestablishment of native species that were reduced or lost due to invasive species infestation and would restore habitat in key areas of Thompson Park. The proposed project would also implement an important landscape management recommendation that is included in the Thompson Park Master Plan by establishing groves and woodland areas. The project would occur in areas where previous invasive species eradication efforts have occurred in various locations throughout the park.

The proposed total project cost is \$100,000. The grant portion would be \$80,000 and the City’s match would be \$20,000. The grant would cover the cost of contracted planting and the purchase of trees and shrubs for planting by volunteers. The required match would not require any cash outlay from the City. The match would be comprised of in-kind contributions including a portion of the City Forester’s salary, salaries of Parks and Recreation and DPW staff in addition to the value of volunteer hours from groups such as Tree Watertown and the Watertown Noon Rotary Club.

The attached resolution number 11 authorizes and endorses an application for funding under the NYS DEC’s Invasive Species Program for the planting of native trees and shrubs to support the restoration of sites impacted by invasive species in Thompson Park.

Staff is receiving assistance from our contracted grant writer, LaBella Associates in writing both applications. Applying for the grants is within the scope of services under the City’s current grant-writing contract with them.



**RESOLUTION**

Page 1 of 1

Approving and Endorsing a Grant  
Application through the NYS DEC  
Invasive Species Grant Program  
Round 4 for Invasive Species Control  
in Thompson Park

Council Member KIMBALL, Robert O.

Council Member OLNEY III, Clifford G.

Council Member RUGGIERO, Lisa A.

Council Member SHOEN, Benjamin P.

Mayor PIERCE, Sarah V.C.

Total .....

YEA	NAY

***Introduced by***\_\_\_\_\_

WHEREAS, the City of Watertown desires to apply for \$80,000 in financial assistance through the 2025 New York State Department of Environmental Conservation (NYS DEC) Invasive Species Grant Program, a reimbursement grant, involving a 25% match consisting of in-kind contributions and a three-year contract, and

WHEREAS, the application proposes funding for the Thompson Park Invasive Species Removal Project which involves the removal of invasive Buckthorn, Honeysuckle and Oriental Bittersweet in the western portion of Thompson Park, and

WHEREAS, the Invasive Species Grant Program is a critical part of the State's commitment to combating the spread of invasive species that can cause significant damage to our municipalities, parks, trails, farms and agricultural crops, as well as our natural resources, wildlife, and ecosystems, and

WHEREAS, the project would expand recent efforts to remove invasives in Thompson Park that have included extensive volunteer efforts by the Friends of Thompson Park, contracted removal, and work completed by Parks and Recreation Staff, and would implement an important landscape management recommendation that is included in the Thompson Park Master Plan,

NOW, THEREFORE BE IT RESOLVED, that the City Council of the City of Watertown hereby approves and endorses a grant application for the Thompson Park Invasive Species Removal Project through the 2025 NYS DEC Invasive Species Grant Program Round 4 and recognizes that this is a reimbursement grant that will require all funds to be paid upfront by the City of Watertown prior to submitting a reimbursement request to NYS DEC, and that the City commits to providing the required 25% match, consisting of in-kind contributions to support this project, and

BE IT FURTHER RESOLVED that the City Manager is hereby authorized to sign and submit the application on behalf of the City and is further authorized to act on behalf of the City Council in all further matters related to the project and financial assistance for this project.

***Seconded by***\_\_\_\_\_

# RESOLUTION

Page 1 of 1

Approving and Endorsing a Grant  
Application through the NYS DEC  
Invasive Species Grant Program  
Round 4 for the Restoration of Sites  
Impacted by Invasive Species in  
Thompson Park

Council Member KIMBALL, Robert O.

Council Member OLNEY III, Clifford G.

Council Member RUGGIERO, Lisa A.

Council Member SHOEN, Benjamin P.

Mayor PIERCE, Sarah V.C.

Total .....

YEA	NAY

***Introduced by*** \_\_\_\_\_

WHEREAS, the City of Watertown desires to apply for \$80,000 in financial assistance through the 2025 New York State Department of Environmental Conservation (NYS DEC) Invasive Species Grant Program, a reimbursement grant, involving a 25% match consisting of in-kind contributions and a three-year contract, and

WHEREAS, the application proposes funding for the Thompson Park Invasive Species Site Restoration Project which involves the planting and reestablishment of native trees and shrubs in areas where invasive species eradication efforts have previously occurred within Thompson Park, and

WHEREAS, the Invasive Species Grant Program is a critical part of the State's commitment to combating the spread of invasive species that can cause significant damage to our municipalities, parks, trails, farms and agricultural crops, as well as our natural resources, wildlife, and ecosystems, and

WHEREAS, the project would implement an important landscape management recommendation that is included in the Thompson Park Master Plan,

NOW, THEREFORE BE IT RESOLVED, that the City Council of the City of Watertown hereby approves and endorses the grant application for the 2025 NYS DEC Invasive Species Grant Program Round 4 for the Thompson Park Invasive Species Site Restoration Project and recognizes that this is a reimbursement grant that will require all funds to be paid upfront by the City of Watertown prior to submitting a reimbursement request to NYS DEC, and that the City commits to providing the required 25% match, consisting of in-kind contributions to support this project, and

BE IT FURTHER RESOLVED that the City Manager is hereby authorized to sign and submit the application on behalf of the City and is further authorized to act on behalf of the City Council in all further matters related to the project and financial assistance for this project.

***Seconded by*** \_\_\_\_\_

Res No. 12

December 1, 2025

To: The Honorable Mayor and City Council

From: Eric F. Wagenaar, City Manager

Subject: Approving Salary Structure and Annual Increase for Watertown Housing Authority Employees

In conformity with the requirements of the New York State Housing Law and the United States Housing Act, the City Council of the City of Watertown is being asked to approve salary increases for the employees of the Watertown Housing Authority (WHA). By correspondence dated November 20, 2025, the City was notified that the Watertown Housing Authority Board adopted a resolution establishing the cost-of-living increase at three percent (3%) effective January 1, 2026.

A resolution approving the recommended three (3%), cost of living increase for all employees of the Watertown Housing Authority is attached for City Council consideration. A copy of the 2026 salary structure for the WHA is attached for your review.



**Watertown**  
Housing Authority

142 Mechanic Street  
Watertown, NY 13601  
(315) 782-1251  
[www.whany.org](http://www.whany.org)

November 20, 2025

Mr. Eric Wagenaar  
City Manager  
Watertown Municipal Building  
245 Washington Street  
Watertown, New York 13601

Re: Annual Salary Comparability Approval by City Council

Dear Mr. Wagenaar:

In conformity with the requirements of the New York State Public Housing Law Section 32, Sub Division 1, compensation for the Watertown Housing Authority (WHA) employees can be fixed only upon approval of the local legislative body, which is the City Council of the City of Watertown. Recently at its November meeting that was held at Midtown Towers, 142 Mechanic Street, Watertown, New York on Thursday, November 20, 2025, the WHA Board of Commissioners approved a 3% cost of living adjustment effective January 1, 2026.

The WHA Board is requesting a resolution by the City Council of Watertown approving the 3% cost of living adjustment. These changes will be effective January 1, 2026. A copy of the WHA's Board resolution and salary structure are enclosed for your review.

If you have any questions, you can contact me at the address or number above extension 229.

Sincerely,

Michael Robare  
Executive Director

**WATERTOWN HOUSING AUTHORITY**  
ADMINISTRATIVE OFFICE  
142 MECHANIC STREET  
WATERTOWN, NY 13601

## **RESOLUTION 2025-30**

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The following Resolution was moved by Tracy Leonard, seconded by Lawrence LeMay, and unanimously carried:

BE IT RESOLVED that the Board of Commissioners of the Watertown Housing Authority hereby approve the following salary changes for the WHA that will become effective January 1, 2026:

- 3.00 % Cost of Living increase for all positions.

I hereby certify that the foregoing is a true copy and the whole of said Resolution adopted by the Watertown Housing Authority as of November 20, 2025, and that said meeting was regularly called and duly constituted.

Witness my hand and seal of the Watertown Housing Authority this 20<sup>th</sup> day of November 2025.



Michael Robare, Executive Director





**Step System (Administration) that will become effective January 1, 2026**

**Watertown Housing Authority**

Each year the steps will be adjusted accordingly with the cost of living adjustment (COLA) approved by the WHA Board, then by the City Council.

**2026 COLA = 3.00%**

<b>POSITION</b>	<b>Step 1</b>	<b>Step 2</b>	<b>Step 3</b>	<b>Step 4</b>	<b>Step 5</b>	<b>Step 6</b>	<b>Step 7</b>	<b>Step 8</b>
<b><u>MANAGEMENT EMPLOYEES</u></b>								
<b><u>Accounting Supervisor</u></b>								
Accounting Supervisor (Salary)	67,101	69,448	71,880	74,395	76,999	79,694	82,483	85,369
Accounting Supervisor (Hourly)	\$36.87	\$38.16	\$39.49	\$40.88	\$42.31	\$43.79	\$45.32	\$46.91
<b><u>Assistant Executive Director</u></b>								
Assistant Executive Director (Salary)	68,716	71,120	73,610	76,185	78,851	81,612	84,467	87,424
Assistant Executive Director (Hourly)	\$37.76	\$39.08	\$40.45	\$41.86	\$43.32	\$44.84	\$46.41	\$48.03
<b><u>Building Systems Supervisor</u></b>								
Building Systems Supervisor (Salary)	60,171	62,277	64,456	66,712	69,047	71,464	73,965	76,554
Building Systems Supervisor (Hourly)	\$33.06	\$34.22	\$35.42	\$36.66	\$37.94	\$39.27	\$40.64	\$42.06
<b><u>Human Resources Manager</u></b>								
Human Resources Manager (Salary)	55,948	57,905	59,933	62,029	64,200	66,448	68,772	71,179
Human Resources Manager (Hourly)	\$30.74	\$31.82	\$32.93	\$34.08	\$35.27	\$36.51	\$37.79	\$39.11
<b><u>Modernization Manager</u></b>								
Mod Manager (Salary)	58,970	61,034	63,171	65,382	67,669	70,037	72,489	75,027
Mod. Manager (Hourly)	\$32.40	\$33.54	\$34.71	\$35.92	\$37.18	\$38.48	\$39.83	\$41.22
<b><u>Maintenance Supervisor</u></b>								
Maint. Supervisor (Salary)	61,425	63,575	65,799	68,103	70,486	72,952	75,504	78,147
Maint. Supervisor (Hourly)	\$33.75	\$34.93	\$36.15	\$37.42	\$38.73	\$40.08	\$41.49	\$42.94
<b><u>Occupancy Supervisor</u></b>								
Occ. Supervisor (Salary)	61,056	63,192	65,404	67,693	70,064	72,515	75,053	77,683
Occ. Supervisor (Hourly)	\$33.55	\$34.72	\$35.94	\$37.19	\$38.50	\$39.84	\$41.24	\$42.68
<b><u>NON - MANAGEMENT EMPLOYEES</u></b>								
<b><u>Public Housing Specialist</u></b>								
Public Housing Specialist (Salary)	37,275	38,580	39,929	41,327	42,773	44,270	45,820	47,423
Public Housing Specialist (Hourly)	\$20.48	\$21.20	\$21.94	\$22.71	\$23.50	\$24.32	\$25.18	\$26.06
<b><u>Senior Public Housing Specialist</u></b>								
Sr. Public Housing Specialist (Salary)	42,675	44,169	45,716	47,315	48,971	50,687	52,460	54,298
Sr Public Housing Specialist (Hourly)	\$23.45	\$24.27	\$25.12	\$26.00	\$26.91	\$27.85	\$28.82	\$29.83
<b><u>Principal Public Housing Specialis</u></b>								
Principal Public Housing Specialist ( Salary )	47,315	48,971	50,686	52,457	54,294	56,195	58,161	60,196
Principal Public Housing Specialist ( Hourly )	\$26.00	\$26.91	\$27.85	\$28.82	\$29.83	\$30.88	\$31.96	\$33.07
<b><u>Account Clerk</u></b>								
Acct. Clerk (Salary)	\$36,928	\$38,221	\$39,559	\$40,943	\$42,376	\$43,859	\$45,394	\$46,983
Acct. Clerk (Hourly)	\$20.29	\$21.00	\$21.74	\$22.50	\$23.28	\$24.10	\$24.94	\$25.81
<b><u>Senior Account Clerk</u></b>								
Senior Account Clerk ( Salary )	44,296	45,846	47,451	49,112	50,830	52,610	54,451	56,361
Senior Account Clerk ( Hourly )	\$24.34	\$25.19	\$26.07	\$26.98	\$27.93	\$28.91	\$29.92	\$30.97
<b><u>Principal Account Clerk</u></b>								
Principal Account Clerk ( Salary )	48,509	50,207	51,964	53,783	55,666	57,614	59,629	61,717
Principal Account Clerk ( Hourly )	\$26.65	\$27.59	\$28.55	\$29.55	\$30.59	\$31.66	\$32.76	\$33.91
<b><u>Tenant Relations Coord.</u></b>								
Ten. Rel. Coord. (Salary)	\$41,995	\$43,464	\$44,987	\$46,561	\$48,191	\$49,877	\$51,623	\$53,430
Ten. Rel. Coord. (Hourly)	\$23.07	\$23.88	\$24.72	\$25.58	\$26.48	\$27.41	\$28.36	\$29.36
<b><u>Administrative Assistant</u></b>								
Administrative Assistant (Salary)	\$41,401	\$42,850	\$44,350	\$45,900.74	\$47,508	\$49,171	\$50,892	\$52,673
Administrative Assistant (Hourly)	\$22.75	\$23.54	\$24.37	\$25.22	\$26.10	\$27.02	\$27.96	\$28.94

**Step System (Maintenance) that will become effective January 1, 2026**

**Watertown Housing Authority**

Each year the steps will be adjusted accordingly with the cost of living adjustment (COLA) approved by the WHA Board, then by the City Council.

**2026 COLA = 3.00%**

<b>POSITION</b>	<b>Step 1</b>	<b>Step 2</b>	<b>Step 3</b>	<b>Step 4</b>	<b>Step 5</b>	<b>Step 6</b>	<b>Step 7</b>	<b>Step 8</b>	<b>Step 9</b>	<b>Step 10</b>
<b><u>Maintenance Workers</u></b>										
Maintenance Workers (Salary)	\$34,465	\$35,675	\$36,922	\$38,212	\$39,549	\$40,933	\$42,366	\$43,849	\$45,384	\$46,972
Maintenance Workers (Hourly)	\$16.57	\$17.15	\$17.75	\$18.37	\$19.01	\$19.68	\$20.37	\$21.08	\$21.82	\$22.58
<b><u>Facility Maintenance Workers</u></b>										
Facility Maintenance Worker (Salary)	\$39,209	\$40,581	\$41,999.08	\$43,469	\$44,992	\$46,569	\$48,198	\$49,882	\$51,627.93	\$53,435
Facility Maintenance Worker (Hourly)	\$18.85	\$19.51	\$20.19	\$20.90	\$21.63	\$22.39	\$23.17	\$23.98	\$24.82	\$25.69
<b><u>Maintenance Mechanic</u></b>										
Maintenance Mechanic (Salary)	\$45,206	\$46,788	\$48,426	\$50,120	\$51,875	\$53,689	\$55,568	\$57,514	\$59,530	\$61,614
Maintenance Mechanic (Hourly)	\$21.73	\$22.49	\$23.28	\$24.10	\$24.94	\$25.81	\$26.72	\$27.65	\$28.62	\$29.62
<b><u>Crew Chief</u></b>										
Crew Chief (Salary)	\$46,794	\$48,431	\$50,127	\$51,881	\$53,697	\$55,576	\$57,522	\$59,534	\$61,618	\$63,775
Crew Chief (Hourly)	\$22.50	\$23.28	\$24.10	\$24.94	\$25.82	\$26.72	\$27.65	\$28.62	\$29.62	\$30.66
<b><u>Stock Attendant</u></b>										
Stock Attendant (Salary)	\$41,746	\$43,207	\$44,720	\$46,284	\$47,905	\$49,584	\$51,320	\$53,117	\$54,976	\$56,900
Stock Attendant (Hourly)	\$20.07	\$20.77	\$21.50	\$22.25	\$23.03	\$23.84	\$24.67	\$25.54	\$26.43	\$27.36

**RESOLUTION**

Page 1 of 1

Approving Salary Structure and Annual Pay  
Increase for Watertown Housing Authority  
Employees

Council Member KIMBALL, Robert O.

Council Member OLNEY III, Clifford G.

Council Member RUGGIERO, Lisa A.

Council Member SHOEN, Benjamin P.

Mayor PIERCE, Sarah V.C.

Total .....

YEA	NAY

***Introduced by*** \_\_\_\_\_

WHEREAS in conformity with the requirements of the New York State Public Housing Law § Section 32, Sub Division 1, compensation for Watertown Housing Authority employees can be fixed only upon the approval of the local legislative body, which is the City Council of the City of Watertown, and

WHEREAS the Watertown Housing Authority has reported that it is the desire of the Watertown Housing Authority Board to authorize a three percent (3%) cost of living increase for all WHA employees effective January 1, 2026, and

WHEREAS by resolution adopted on November 20, 2025, the Watertown Housing Authority Board approved a three percent (3%) cost of living increase for all WHA employees, effective January 1, 2026, by modification to its existing salary structure,

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Watertown hereby approves the 2026 salary structure for all employees of the Watertown Housing Authority which contains a three (3%) cost of living increase to all employees, effective January 1, 2026, with salary structures attached and made part of this resolution, and

BE IT FURTHER RESOLVED that the City Manager is hereby authorized and directed to forward a certified copy of the resolution to the Watertown Housing Authority.

***Seconded by*** \_\_\_\_\_



Res. No. 13

December 1, 2025

To: The Honorable Mayor and City Council

From: Thomas S.M. Compo, P.E., City Engineer

Subject: Designating the City Engineer as the Responsible Local Official for City Projects using Equitable Business Opportunities (EBO) Software

When using Grant money from the New York State Department of Transportation, the City is required to designate a City Official as the Responsible Local Official (RLO). To use the NYSDOT's Equitable Business Opportunities (EBO) tracking software the person must be the RLO.

A resolution has been prepared for City Council consideration to designate the City Engineer as the RLO.

**RESOLUTION**

Page 1 of 1

Designating the City Engineer as the  
Responsible Local Official (RLO) for City  
Projects using Equitable Business  
Opportunities (EBO) Software

Council Member KIMBALL, Robert O.

Council Member OLNEY III, Clifford G.

Council Member RUGGIERO, Lisa A.

Council Member SHOEN, Benjamin P.

Mayor PIERCE, Sarah V.C.

Total .....

YEA	NAY

***Introduced by*** \_\_\_\_\_

WHEREAS the City of Watertown has Projects eligible for funding under Title  
23 U.S. Code, as amended, and

WHEREAS NYSDOT requires that the Equitable Business Opportunities (EBO)  
software be used to track data for the project, and

WHEREAS NYSDOT requires the appointment of a Responsible Local Official  
(RLO) and Project Manager (PM),

NOW THEREFORE BE IT RESOLVED that the City Council of the City of  
Watertown hereby designates the City Engineer as the Responsible Local Official  
(RLO), and

BE IT FURTHER RESOLVED that the City Engineer is hereby authorized and  
directed to execute the Request for EBO System Log-in/Password, a copy of which is  
attached and made part of this resolution.

***Seconded by*** \_\_\_\_\_

# REQUEST FOR EBO SYSTEM LOG-IN/PASSWORD

(Signature Certification for Municipalities)

## APPLICANT INFORMATION

Municipality's Legal Name: City of Watertown, NY

Name and Title of Municipality's Primary Log-in  
Holder: Thomas SM Compo, City Engineer

E-mail Address: tcompo@Watertown-ny.gov

Mailing Address: 245 Washington Street

Mailing Address:

City: Watertown

State: NY

Zip Code: 13601

On behalf of the above-listed municipality, I hereby agree to comply with the terms and conditions of access to and use of the Internet Government Solutions (IGS) Equitable Business Opportunities (EBO) system set forth in the System User Agreement attached to this application form.

Signature of Applicant (the Responsible Local Official (RLO):

Thomas SM Compo

(Printed Name)

City Engineer

(Signature)

(Title)

**A copy of the municipal resolution must accompany this request.**

## **NYSDOT EQUITABLE BUSINESS OPPORTUNITIES (EBO) SYSTEM USER AGREEMENT**

This System User Agreement forms an integral part of each application to the New York State Department of Transportation (NYSDOT) for obtaining log-in/password access to the Equitable Business Opportunities (EBO) System maintained and operated by NYSDOT. By signing and submitting such an application, you agree to be bound by the terms of this System User Agreement.

This System User Agreement governs the terms and conditions upon which your municipality, and your municipality's authorized users (referred to collectively as "User") will be allowed to access and use NYSDOT's EBO System.

NYSDOT authorizes the User, and the User agrees, to access and use the EBO System solely for official business purposes associated with the User's participation in construction, consultant engineering and professional services contracts awarded by NYSDOT or other Federal Aid sub-recipients. Such purposes include the administration of civil rights requirements associated with Federal Aid projects.

NYSDOT requires, and the User agrees, that in accessing and using the EBO System, the User will comply with NYSDOT's Information Security policies, procedures and directives, to the full extent required by NYSDOT's Information Security Officer, NYSDOT's Office of Information Services (OIS), and NYSDOT's EBO System Administrator. Such policies and requirements include the following:

- 1) The User's Primary Log-in ID Holder shall be personally responsible for usage of NYSDOT's EBO System by any and all of the User's other authorized users, including compliance with this System User Agreement and NYSDOT Information Security requirements, and shall exercise oversight over usage of the EBO System by such other authorized users.
- 2) The User will access and use the EBO System solely for the official business purposes indicated above. The User will not use access to the EBO System to access or use any other portion of NYSDOT's information technology (IT) Systems.
- 3) The User will maintain the confidentiality and security of the User's EBO System log-in ID and password, will provide such password only to authorized users within the User's business organization, and will not disclose such password to any persons other than authorized users who are officers or employees of the User.
- 4) The User's Primary Log-in Holder shall promptly deactivate the system access of any former employee, or other formerly authorized user, whom the User no longer authorizes to have access to the EBO System.
- 5) The User shall maintain the confidentiality and security of the Social Security Numbers (SSNs) of the User's employees, and any other confidential information obtained or submitted to NYSDOT in connection with use of the EBO System.

December 1, 2025

To: The Honorable Mayor and City Council

From: Eric F. Wagenaar, City Manager

Subject: Approving Pole Attachment Agreement, National Grid

Over the years, the City of Watertown has utilized National Grid-owned utility poles to display the City's holiday decorations. To continue this practice, National Grid has submitted a Pole Attachment Agreement for City Council approval. The agreement outlines the policies and procedures for placing decorative attachments on their poles.

The standard agreement addresses two primary elements. First, it includes an indemnification provision protecting National Grid from any damage to or caused by its poles as a result of the City's holiday decoration installations. Second, it provides a method, through an attached summary, to quantify anticipated power consumption based on the City's lamp inventory and this year's energized and de-energized schedule.

As in prior years, the agreement identifies the decoration attachment period, which this year is scheduled from Monday, November 24, 2025 through January 30, 2026.

To satisfy National Grid's liability insurance requirement, the City must provide a letter confirming that it is self-insured and agrees to defend and indemnify National Grid against any and all claims for personal injury or property damage arising from negligence by City officers or employees in connection with the use of National Grid's facilities under this agreement.

A resolution approving the Pole Attachment Agreement with National Grid has been prepared for City Council consideration.

# RESOLUTION

Page 1 of 1

Approving Pole Attachment Agreement,  
National Grid

Council Member KIMBALL, Robert O.

Council Member OLNEY III, Clifford G.

Council Member RUGGIERO, Lisa A.

Council Member SHOEN, Benjamin P.

Mayor PIERCE, Sarah V.C.

Total .....

YEA	NAY

**Introduced by** \_\_\_\_\_

WHEREAS the City of Watertown desires to display holiday decorations throughout the community, and

WHEREAS National Grid, owners of the street lighting system, wishes to permit civic organizations and/or municipal corporations to temporarily attach seasonal decorations, announcements, and special-event notifications to their facilities, and

WHEREAS National Grid has asked the City to approve a Pole Attachment Agreement to cover the use of their facilities,

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Watertown approves the Pole Attachment Agreement, a copy of which is attached and made a part of this resolution, and

BE IT FURTHER RESOLVED that City Manager, or their designee, is hereby authorized and directed to execute the Agreement on behalf of the City of Watertown.

**Seconded by** \_\_\_\_\_



October 2025

**Re: Attachments to National Grid Facilities**

**Dear Lighting Customer:**

It is the time of year again when municipalities begin planning to decorate their business districts for the holidays. This letter is to inform you of National Grid's policy and procedure regarding any and all attachments (not just holiday) to our facilities and the energy used by such, whether they are attached to poles owned by National Grid or by the municipal corporation (unless attached to a *metered* service).

National Grid's policy is to permit civic organizations and/or municipal corporations to temporarily (typically not to exceed 120 days per calendar year) attach seasonal decorations, announcements and special-event notifications of reasonable size to our facilities if they are considered by National Grid's review and assessment to be safe and adequate to support the attachments.

**If you are not attaching holiday decorations, please sign, date and return this letter to me as soon as possible. No other action is necessary.**

**If you are planning to install either energized or non-energized holiday decorations or other types of attachments to our facilities or to install energized decorations to unmetered customer-owned facilities, at least 3 weeks prior to installation (more is preferred since we receive many such requests) we require:**

- 2 copies of your completed Attachment Agreement, each with original signature (blank form and example form are attached);
- your insurance certificate, showing proof of public liability and property damage insurance and specifying coverage dates and limits as outlined in the Attachment Agreement (example attached); and
- your written request, which must include the following information (an Attachment Agreement Supplemental Information sheet is attached for your perusal):
  - ◆ Location of attachments. (Pole number(s), street names, etc.)
  - ◆ Date you wish to install decorations or attachments
  - ◆ Date you will remove decorations or attachments
  - ◆ Projected square area of attachment, weight of material, type of material, length of support arm (if applicable)
  - ◆ Method of attachment to facility
  - ◆ Name of contact person and phone number
  - ◆ Connected wattage at each location\*
  - ◆ Type of controller\* (time clock, photo cell, number of hours of operation)

\*Required for attachments that consume unmetered energy. The information will allow us to calculate a flat rate bill based on P.S.C. 207, S.C.#2, Non-Demand Rate for the energy used through the outlets. The flat rate bill will be sent after the January termination date given on the attachment contract.

Attachments to jointly owned poles must be approved by the appropriate telephone company in addition to receiving National Grid's approval.

In order to remain consistent with our responsibility to provide safe and reliable electric service to our customers, we are unable to permit the installation of decorations attached to our facilities without the above required information and approved attachment agreements.

We will be more than happy to process your request as a service to you at no charge. However, if we need to modify our facilities for safety clearances or other installation concerns, you will be billed. We will discuss this with you prior to proceeding with any field changes in case an alternate location is available.

If any proposed attachment requires energy on a pole where a convenience outlet does not exist, we can install a convenience outlet for you. Charges for these outlets vary depending on the type of pole it is being installed on. Again, energy used will be billed. Please contact us for more information.

As a reminder, the above paperwork is also required for any other attachments or the use of convenience outlets at any time throughout the year (i.e., flag attachments, festival, flower baskets, banners, etc.).

Best wishes for a safe and happy holiday season. If you have any questions, please feel free to contact your local National Grid account representative.

Sincerely,

**Jennifer Egeberg**

Consumer Representative

Regional Account Services Central

21265 State Route 232 Watertown, NY 13601

[nationalgrid](#)

315-785-7331 office or 315-399-9824 cell

[jennifer.egeberg@nationalgrid.com](mailto:jennifer.egeberg@nationalgrid.com)

Enclosures:

- Attachment Agreement
- Supplemental Information Form
- Example of Attachment Agreement
- Example of Certificate of Insurance

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We are NOT attaching holiday decorations to utility poles or street light standards this season.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Name (Printed)

\_\_\_\_\_  
Title

\_\_\_\_\_  
Municipal Name (Printed)



# ATTACHMENT AGREEMENT SUPPLEMENTAL INFORMATION

Municipality/Civic Organisation Name: City of Watertown, NY

Name/Phone of Contact Person: Brian MacCue, Superintendent DPW 315 569 2316

Installation Date\*: November 24, 2025 Removal Date\*: Januray 30, 2026

\* same dates as entered on Attachment Agreement

## Description of Attachment

Projected square area of attachment: Attached Schedule of holiday ornaments hung from poles including wattage and meter status.

Weight of Material: \_\_\_\_\_

Type of Material: Photos of typical attachments are included.

Length of Support Arm (if applicable): \_\_\_\_\_

Method of Attachment to Facility\*: Stainless band straps

\* If permanent straps are used, please so note

Location of Attachments -- **Both Pole Numbers and Street Name(s) are Required (add additional pages if required):**

<u>Pole #</u>	<u>Street Name</u>
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
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_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

**Connected Wattage at Each Location** -- Required for unmetered energized attachments; otherwise please mark "N/A" below. This information allows us to accurately calculate your flat rate bill based on PSC 207, SC2 Non-Demand Rate for the energy used through the outlets. The flat rate bill will be sent after the decoration removal date.

Type of Controller (time clock, dusk-to-dawn photo cell): \_\_\_\_\_

Hours of Operation: \_\_\_\_\_

Date: \_\_\_\_\_, \_\_\_\_\_

**NIAGARA MOHAWK**

300 Erie Blvd West  
Syracuse, NY 13202

Dear Sirs/Madams:

In consideration of your permitting the \_\_\_\_\_ City \_\_\_\_\_ of Watertown, New York, hereinafter called licensee, and/or its contractor, to attach street decorations to your electric poles or other facilities in the \_\_\_\_\_ City \_\_\_\_\_ of Watertown, New York, during the period from 11/24/2025, \_\_\_\_\_ to 01/30/2026, \_\_\_\_\_, the Licensee, hereby agrees to defend, protect and save harmless Niagara Mohawk Power Corporation, its successors, assigns, officers and employees from all injury and damage to its or their property or persons and from and against any and all claims, demands, orders, injuries, damages, proceedings, suits, actions, judgments, and liabilities of every kind and nature, including but not limited to attorneys fees, arising out of, or resulting at any time hereafter from the attachment, maintenance or removal of said decorations to any and all poles and other fixtures, facilities or properties owned or used by Niagara Mohawk Power Corporation in said \_\_\_\_\_ City \_\_\_\_\_ of Watertown, New York.

Furthermore, we understand that Niagara Mohawk does not make any representation of warranty as to the present or future strength, condition, or state of repair of any poles, wires, or apparatus. Individuals shall by test or observation determine that poles are safe to climb. If the integrity of any pole is in question or is marked as unsafe, individuals shall confirm said condition with Niagara Mohawk and refrain from ascending the pole. Should the Licensee, or its contractor, objectively decide to ascend a questionable pole, Licensee shall assume all risk of loss and liability to any person(s) who may be injured or any property that may be damaged as a result of that action, and shall indemnify and hold harmless NMPC as indicated herein.

Before any such attachment(s) are made, the Licensee will furnish a current certificate of insurance to the System Risk Management Department at 300 Erie Boulevard West, Syracuse, New York, 13202. For the duration of this agreement, the Licensee shall maintain at its own expense, insurance policies issued by reputable insurance companies acceptable to Niagara Mohawk, which meet or exceed the requirements listed below:

1. A public liability policy insuring the Licensee against liability for injuries to persons (including death of any time resulting therefrom) and damage to property, resulting or arising from or connected with Licensee operations under this Agreement with the following minimum limits of liability per occurrence:

Bodily injury - \$1,000,000/1,000,000  
Property Damage - \$1,000,000/1,000,000  
OR  
Combined Single Limit - \$1,000,000  
OR  
BI & PD per Occurrence - \$1,000,000  
General Aggregate & Product Aggregate - \$2,000,000 each

This policy shall include Contractual Liability and include Niagara Mohawk as an additional insured.

Very truly yours,

\_\_\_\_\_  
\_\_\_\_\_

By: \_\_\_\_\_  
Name, Title

Approval of the above offer granted  
contingent upon receipt of insurance  
specified above.

NIAGARA MOHAWK POWER CORPORATION

By: \_\_\_\_\_

Date: \_\_\_\_\_

(Upon execution, one copy of this Agreement is to be forwarded immediately to the Manager of Insurance, System Risk Management Dept.)

Revised: August 28, 1995



## Holiday Streetlight Decoration Location Schedule

Street Light ID	Street ID	Location Description	Style	Pole Wrapped in Lights	Type of Decoration	Lights	Wattage Requirement	Power Supply	On Timer
2	Arsenal Street	South Side	Aluminum Poles		None	No	N/A	Un-Metered	No
3	Arsenal Street	South Side	Aluminum Poles		Candy Cane 6ft	No	N/A	Un-Metered	No
4	Arsenal Street	North Side	Aluminum Poles		Candy Cane 6ft	No	N/A	Un-Metered	No
5	Arsenal Street	North Side	Aluminum Poles		Candy Cane 6ft	No	N/A	Un-Metered	No
6	Arsenal Street	South Side	Aluminum Poles		Candy Cane 6ft	No	N/A	Un-Metered	No
7	Arsenal Street	North Side	Aluminum Poles		Candy Cane 6ft	No	N/A	Un-Metered	No
8	Arsenal Street	South Side	Aluminum Poles		Candy Cane 6ft	No	N/A	Un-Metered	No
9	Arsenal Street	North Side	Aluminum Poles		Candy Cane 6ft	No	N/A	Un-Metered	No
10	Arsenal Street	South Side	Aluminum Poles		Candy Cane 6ft	No	N/A	Un-Metered	No
11	Arsenal Street	North Side	Aluminum Poles		Candy Cane 6ft	No	N/A	Un-Metered	No
12	Arsenal Street	North Side	Aluminum Poles		None	No	N/A	Un-Metered	No
13	Arsenal Street	South Side	Ornamental		None	No	N/A	Un-Metered	No
14	Arsenal Street	North Side	Ornamental		None	No	N/A	Un-Metered	No
15	Arsenal Street	South Side	Ornamental		None	No	N/A	Un-Metered	No
16	Arsenal Street	North Side	Ornamental		None	No	N/A	Un-Metered	No
17	Arsenal Street	South Side	Ornamental		None	No	N/A	Un-Metered	No
18	Arsenal Street	North Side	Ornamental		None	No	N/A	Un-Metered	No
19?	Arsenal Street	South Side	New Style Ornamental		None	No	N/A	Un-Metered	No
20	Arsenal Street	North Side	Ornamental		None	No	N/A	Un-Metered	No
1	Black River Parkway	North Side	Aluminum Poles		Candy Cane 8ft	Lights	150 20 x 7watt Bulbs	Un-Metered	No
2	Black River Parkway	North Side	Aluminum Poles		Candy Cane 8ft	Lights	150	Un-Metered	No
3	Black River Parkway	South Side	Aluminum Poles		Candy Cane 8ft	Lights	150	Un-Metered	No
5/4	Black River Parkway	South Side	Aluminum Poles		Candy Cane 8ft	Lights	150	Un-Metered	No
7/6	Black River Parkway	South Side	Aluminum Poles		Candy Cane 8ft	Lights	150	Un-Metered	No
9/8	Black River Parkway	South Side	Aluminum Poles		Candy Cane 8ft	Lights	150	Un-Metered	No
11/10	Black River Parkway	South Side	Aluminum Poles		Candy Cane 8ft	Lights	150	Un-Metered	No
13/12	Black River Parkway	South Side	Aluminum Poles		Candy Cane 8ft	Lights	150	Un-Metered	No
15/14	Black River Parkway	South Side	Aluminum Poles		Candy Cane 8ft	Lights	150	Un-Metered	No
17/16	Black River Parkway	South Side	Aluminum Poles		Candy Cane 8ft	Lights	150	Un-Metered	No
1?	Black River Parkway	North Side	Aluminum Poles		Candy Cane 8ft	Lights	150	Un-Metered	No
2	Black River Parkway	North Side	Aluminum Poles		Candy Cane 8ft	Lights	150	Un-Metered	No
3	Black River Parkway	North Side	Aluminum Poles		Candy Cane 8ft	Lights	150	Un-Metered	No
4	Black River Parkway	North Side	Aluminum Poles		Candy Cane 8ft	Lights	150	Un-Metered	No
5	Black River Parkway	North Side	Aluminum Poles		Candy Cane 8ft	Lights	150	Un-Metered	No
6	Black River Parkway	North Side	Aluminum Poles		Candy Cane 8ft	Lights	150	Un-Metered	No
7	Black River Parkway	North Side	Aluminum Poles		Candy Cane 8ft	Lights	150	Un-Metered	No
8	Black River Parkway	North Side	Aluminum Poles		Candy Cane 8ft	Lights	150	Un-Metered	No
9	Black River Parkway	North Side	Aluminum Poles		Candy Cane 8ft	Lights	150	Un-Metered	No
10	Black River Parkway	North Side	Aluminum Poles		Candy Cane 8ft	Lights	150	Un-Metered	No
12	Black River Parkway	North Side	Aluminum Poles		Candy Cane 8ft	Lights	150	Un-Metered	No
13	Black River Parkway	North Side	Aluminum Poles		Candy Cane 8ft	Lights	150	Un-Metered	No
14	Black River Parkway	North Side	Aluminum Poles		Candy Cane 8ft	Lights	150	Un-Metered	No
23	Coffeen Street	Northeast Side	Aluminum Poles		None	No	N/A	Un-Metered	No
24	Coffeen Street	Southwest Side	Aluminum Poles		None	No	N/A	Un-Metered	No
6S 16	Court Street	Northeast Side	Aluminum Poles		None	No	N/A	Un-Metered	No
6S 15	Court Street	Northeast Side	Aluminum Poles		Candy Cane 6ft	No	N/A	Un-Metered	No
6S 17	Court Street	Southwest Side	Aluminum Poles		Candy Cane 6ft	No	N/A	Un-Metered	No
6S 14	Court Street	Southwest Side	Aluminum Poles		Candy Cane 6ft	No	N/A	Un-Metered	No
6S 18G	Court Street	Southwest Side	Aluminum Poles		Candy Cane 6ft	No	N/A	Un-Metered	No
6S 19	Court Street	Southwest Side	Aluminum Poles		Candy Cane 6ft	No	N/A	Un-Metered	No
6S 13	Court Street	Northeast Side	Aluminum Poles		Candy Cane 6ft	No	N/A	Un-Metered	No

Note:



## Holiday Streetlight Decoration Location Schedule

Street Light ID	Street ID	Location Description	Style	Pole Wrapped in Lights	Type of Decoration	Lights	Wattage Requirement	Power Supply	On Timer
6S 20	Court Street	Southwest Side	Aluminum Poles		Candy Cane 6ft	No	N/A	Un-Metered	No
6S 12	Court Street	Northeast Side	Aluminum Poles		Candy Cane 6ft	No	N/A	Un-Metered	No
6S 21	Court Street	Southwest Side	Aluminum Poles		Candy Cane 6ft	No	N/A	Un-Metered	No
6S 11	Court Street	Northeast Side	Aluminum Poles		Candy Cane 6ft	No	N/A	Un-Metered	No
6S 10	Court Street	Northeast Side	Aluminum Poles		None	No	N/A	Un-Metered	No
6S 9	Court Street	Northeast Side	Aluminum Poles		None	No	N/A	Un-Metered	No
One Half	Factory Street	South Side	Aluminum Pole		Candy Cane 6ft	No	N/A	Un-Metered	No
2	Factory Street	South Side	Wood Pole		Candy Cane 6ft	No	N/A	Un-Metered	No
3	Factory Street	South Side	Wood Pole		Candy Cane 6ft	No	N/A	Un-Metered	No
4	Factory Street	South Side	Wood Pole		Christmas tree	No	N/A	Un-Metered	No
8 dash 1	Factory Street	South Side	Wood Pole		Candy Cane 6ft	No	N/A	Un-Metered	No
10 dash 1	Factory Street	South Side	Wood Pole		Candy Cane 6ft	No	N/A	Un-Metered	No
2	Factory Street	North Side	Wood Pole		Candy Cane 6ft	No	N/A	Un-Metered	No
5	Factory Street	North Side	Wood Pole		Candy Cane 6ft	No	N/A	Un-Metered	No
6	Factory Street	North Side	Wood Pole		Candy Cane 6ft	No	N/A	Un-Metered	No
7	Factory Street	North Side	Wood Pole		Christmas Tree	No	N/A	Un-Metered	No
8	Factory Street	North Side	Wood Pole		Candy Cane 6ft	No	N/A	Un-Metered	No
1	Franklin Street	Southwest Side	Streetscape Ornamental		None	No	N/A	Un-Metered	No
1A?	Franklin Street	Northeast Side	New Style Ornamental		Wreath 4ft	No	N/A	Un-Metered	No
2	Franklin Street	Southwest Side	New Style Ornamental		Wreath 4ft	No	N/A	Un-Metered	No
3	Franklin Street	Northeast Side	New Style Ornamental		Wreath 4ft	No	N/A	Un-Metered	No
4	Franklin Street	Southwest Side	New Style Ornamental		Wreath 4ft	No	N/A	Un-Metered	No
5	Franklin Street	Northeast Side	New Style Ornamental		Wreath 4ft	No	N/A	Un-Metered	No
6	Franklin Street	Southwest Side	New Style Ornamental		Wreath 4ft	No	N/A	Un-Metered	No
7	Franklin Street	Northeast Side	New Style Ornamental		None	No	N/A	Un-Metered	No
9	Franklin Street	Northeast Side	Ornamental		None	No	N/A	Un-Metered	No
10	Franklin Street	Northeast Side	Aluminum Poles		None	No	N/A	Un-Metered	No
11	Franklin Street	Southwest Side	Ornamental		None	No	N/A	Un-Metered	No
12	Franklin Street	Northeast Side	Ornamental		None	No	N/A	Un-Metered	No
13	Franklin Street	Southwest Side	Ornamental		None	No	N/A	Un-Metered	No
14	Franklin Street	Northeast Side	Ornamental		None	No	N/A	Un-Metered	No
15	Franklin Street	Southwest Side	Ornamental		None	No	N/A	Un-Metered	No
16	Franklin Street	Southwest Side	Ornamental		None	No	N/A	Un-Metered	No
17	Franklin Street	Northeast Side	Ornamental		None	No	N/A	Un-Metered	No
2	J.B. Wise Place	J.B. Wise Parking Lot	Streetscape Ornamental		Snowflake	Lights	75(90-.83 watt C7 LED Bulb	Metered	No
3	J.B. Wise Place	J.B. Wise Parking Lot	Streetscape Ornamental		Snowflake	Lights	75(90-.83 watt C7 LED Bulb	Metered	No
13	J.B. Wise Place	J.B. Wise Parking Lot	Streetscape Ornamental		Snowflake	Lights	75(90-.83 watt C7 LED Bulb	Metered	No
14	J.B. Wise Place	J.B. Wise Parking Lot	Streetscape Ornamental		Snowflake	Lights	75(90-.83 watt C7 LED Bulb	Metered	No
15	J.B. Wise Place	J.B. Wise Parking Lot	Streetscape Ornamental		Snowflake	Lights	75(90-.83 watt C7 LED Bulb	Metered	No
16	J.B. Wise Place	J.B. Wise Parking Lot	Streetscape Ornamental		Snowflake	Lights	75(90-.83 watt C7 LED Bulb	Metered	No
17	J.B. Wise Place	J.B. Wise Parking Lot	Streetscape Ornamental		Snowflake	Lights	75(90-.83 watt C7 LED Bulb	Metered	No
18	J.B. Wise Place	J.B. Wise Parking Lot	Streetscape Ornamental		Snowflake	Lights	75(90-.83 watt C7 LED Bulb	Metered	No
-	J.B. Wise Place	J.B. Wise Parking Lot	Streetscape Ornamental		None	No	N/A	Metered	No
-	J.B. Wise Place	J.B. Wise Parking Lot	Streetscape Ornamental		None	No	N/A	Metered	No
-	J.B. Wise Place	J.B. Wise Parking Lot	Streetscape Ornamental		None	No	N/A	Metered	No
-	J.B. Wise Place	J.B. Wise Parking Lot	Streetscape Ornamental		None	No	N/A	Metered	No
-	J.B. Wise Place	J.B. Wise Parking Lot	Streetscape Ornamental		None	No	N/A	Metered	No
-	J.B. Wise Place	J.B. Wise Parking Lot	Streetscape Ornamental		None	No	N/A	Metered	No
-	J.B. Wise Place	J.B. Wise Parking Lot	Streetscape Ornamental		None	No	N/A	Metered	No
-	J.B. Wise Place	J.B. Wise Parking Lot	Streetscape Ornamental		None	No	N/A	Metered	No
-	J.B. Wise Place	J.B. Wise Parking Lot	Streetscape Ornamental		None	No	N/A	Metered	No

Note:



## Holiday Streetlight Decoration Location Schedule

Street Light ID	Street ID	Location Description	Style	Pole Wrapped in Lights	Type of Decoration	Lights	Wattage Requirement	Power Supply	On Timer
-	J.B. Wise Place	J.B. Wise Parking Lot	Streetscape Ornamental		None	No	N/A	Metered	No
2	Mill Street	Interior Traffic Island	Streetscape Ornamental		Snowflake	Lights	75(90-.83 watt C7 LED Bulb	Un-Metered	No
1	Mill Street	Exterior Perimeter - West Side	Streetscape Ornamental		Snowflake	Lights	75(90-.83 watt C7 LED Bulb	Un-Metered	No
2-43	Mill Street	Exterior Perimeter - East Side	Streetscape Ornamental		Snowflake	Lights	75(90-.83 watt C7 LED Bulb	Un-Metered	No
4	Mill Street	Exterior Perimeter - West Side	Aluminum Poles		None	No	N/A	Un-Metered	No
2-2	Public Square	Exterior Perimeter - East Side	Streetscape Ornamental		Christmas Tree	Lights	70 (50 1.4watt C9 LED Bulb)	Un-Metered	No
3	Public Square	Exterior Perimeter - North Side	Streetscape Ornamental		Christmas Tree	Lights	70 (50 1.4watt C9 LED Bulb)	Un-Metered	No
4	Public Square	Exterior Perimeter - North Side	Streetscape Ornamental		Christmas Tree	Lights	70 (50 1.4watt C9 LED Bulb)	Un-Metered	No
5	Public Square	Exterior Perimeter - North Side	Streetscape Ornamental		Christmas Tree	Lights	70 (50 1.4watt C9 LED Bulb)	Un-Metered	No
6	Public Square	Exterior Perimeter - North Side	Streetscape Ornamental		Christmas Tree	Lights	70 (50 1.4watt C9 LED Bulb)	Un-Metered	No
7	Public Square	Exterior Perimeter - North Side	Streetscape Ornamental		Christmas Tree	Lights	70 (50 1.4watt C9 LED Bulb)	Un-Metered	No
8	Public Square	Exterior Perimeter - North Side	Streetscape Ornamental		Christmas Tree	Lights	70 (50 1.4watt C9 LED Bulb)	Un-Metered	No
2-34A	Public Square	Exterior Perimeter - North Side	Streetscape Ornamental		Christmas Tree	Lights	70 (50 1.4watt C9 LED Bulb)	Un-Metered	No
2-35	Public Square	Exterior Perimeter - North Side	Streetscape Ornamental		Snowflake	Lights	75(90-.83 watt C7 LED Bulb	Un-Metered	No
2-13	Public Square	Exterior Perimeter - West Side	Streetscape Ornamental		Snowflake	Lights	75(90-.83 watt C7 LED Bulb	Un-Metered	No
2-14	Public Square	Exterior Perimeter - West Side	Streetscape Ornamental		Snowflake	Lights	75(90-.83 watt C7 LED Bulb	Un-Metered	No
2-15?	Public Square	Exterior Perimeter - South Side	Streetscape Ornamental		Christmas Tree	Lights	70 (50 1.4watt C9 LED Bulb)	Un-Metered	No
2-16	Public Square	Exterior Perimeter - South Side	Streetscape Ornamental		Christmas Tree	Lights	70 (50 1.4watt C9 LED Bulb)	Un-Metered	No
2-17	Public Square	Exterior Perimeter - South Side	Streetscape Ornamental		Christmas Tree	Lights	70 (50 1.4watt C9 LED Bulb)	Un-Metered	No
2-6	Public Square	Exterior Perimeter - South Side	Streetscape Ornamental		Christmas Tree	Lights	70 (50 1.4watt C9 LED Bulb)	Un-Metered	No
2-5	Public Square	Exterior Perimeter - South Side	Streetscape Ornamental		Christmas Tree	Lights	70 (50 1.4watt C9 LED Bulb)	Un-Metered	No
2-4	Public Square	Exterior Perimeter - South Side	Streetscape Ornamental		Christmas Tree	Lights	70 (50 1.4watt C9 LED Bulb)	Un-Metered	No
2-3	Public Square	Exterior Perimeter - South Side	Streetscape Ornamental		Christmas Tree	Lights	70 (50 1.4watt C9 LED Bulb)	Un-Metered	No
1A	Public Square	Interior Main Island - Perimeter	Streetscape Ornamental		Red Banners	No	N/A	Un-Metered	No
2A	Public Square	Interior Main Island - Perimeter	Streetscape Ornamental		None	No	N/A	Un-Metered	No
3A	Public Square	Interior Main Island - Perimeter	Streetscape Ornamental		Green Banners	No	N/A	Un-Metered	No
4A	Public Square	Interior Main Island - Perimeter	Streetscape Ornamental		Red Banners	No	N/A	Un-Metered	No
5A	Public Square	Interior Main Island - Perimeter	Streetscape Ornamental		Green Banners	No	N/A	Un-Metered	No
6A	Public Square	Interior Main Island - Perimeter	Streetscape Ornamental		Red Banners	No	N/A	Un-Metered	No
7A	Public Square	Interior Main Island - Perimeter	Streetscape Ornamental		Green Banners	No	N/A	Un-Metered	No
8A	Public Square	Interior Main Island - Perimeter	Streetscape Ornamental		Red Banners	No	N/A	Un-Metered	No
9A	Public Square	Interior Main Island - Perimeter	Streetscape Ornamental		Green Banners	No	N/A	Un-Metered	No
10A	Public Square	Interior Main Island - Perimeter	Streetscape Ornamental		Red Banners	No	N/A	Un-Metered	No
11A	Public Square	Interior Main Island - Interior	Streetscape Ornamental		Green Banners	No	N/A	Un-Metered	No
1	State Street	North Side	New Style Ornamental		Wreath 4ft	No	N/A	Un-Metered	No
2	State Street	South Side	New Style Ornamental		Wreath 4ft	No	N/A	Un-Metered	No
3	State Street	North Side	New Style Ornamental		Wreath 4ft	No	N/A	Un-Metered	No
4	State Street	South Side	New Style Ornamental		Wreath 4ft	No	N/A	Un-Metered	No
5	State Street	North Side	New Style Ornamental		Wreath 4ft	No	N/A	Un-Metered	No
6	State Street	South Side	New Style Ornamental		Wreath 4ft	No	N/A	Un-Metered	No
7	State Street	North Side	New Style Ornamental		Wreath 4ft	No	N/A	Un-Metered	No
8	State Street	South Side	New Style Ornamental		Wreath 4ft	No	N/A	Un-Metered	No
9	State Street	North Side	New Style Ornamental		Wreath 4ft	No	N/A	Un-Metered	No
10	State Street	South Side	New Style Ornamental		Wreath 4ft	No	N/A	Un-Metered	No
11	State Street	North Side	New Style Ornamental		Wreath 4ft	No	N/A	Un-Metered	No
12	State Street	South Side	New Style Ornamental		Wreath 4ft	No	N/A	Un-Metered	No
13	State Street	North Side	New Style Ornamental		Wreath 4ft	No	N/A	Un-Metered	No
14	State Street	South Side	New Style Ornamental		Wreath 4ft	No	N/A	Un-Metered	No
15	State Street	North Side	New Style Ornamental		Wreath 4ft	No	N/A	Un-Metered	No
16	State Street	South Side	New Style Ornamental		Wreath 4ft	No	N/A	Un-Metered	No
17	State Street	North Side	New Style Ornamental		Wreath 4ft	No	N/A	Un-Metered	No

Note:



## Holiday Streetlight Decoration Location Schedule

Street Light ID	Street ID	Location Description	Style	Pole Wrapped in Lights	Type of Decoration	Lights	Wattage Requirement	Power Supply	On Timer
18	State Street	South Side	New Style Ornamental		Wreath 4ft	No	N/A	Un-Metered	No
19	State Street	South Side	New Style Ornamental		Wreath 4ft	No	N/A	Un-Metered	No
20	State Street	North Side	New Style Ornamental		None	No	N/A	Un-Metered	No
3	Washington Street	Interior Traffic Island	Streetscape Ornamental		Snowflake	Lights	75(90-.83 watt C7 LED Bulb	Un-Metered	No
9-60	Washington Street	Interior Traffic Island	Streetscape Ornamental		Snowflake	Lights	75(90-.83 watt C7 LED Bulb	Un-Metered	No
2-10	Washington Street	Interior Traffic Island	Streetscape Ornamental		Snowflake	Lights	75(90-.83 watt C7 LED Bulb	Un-Metered	No
9	Washington Street	West Side	Streetscape Ornamental		Snowflake	Lights	75(90-.83 watt C7 LED Bulb	Un-Metered	No
9-1	Washington Street	East Side	Streetscape Ornamental		Snowflake	Lights	75(90-.83 watt C7 LED Bulb	Un-Metered	No
9-2	Washington Street	West Side	Streetscape Ornamental		Snowflake	Lights	75(90-.83 watt C7 LED Bulb	Un-Metered	No
5	Washington Street	East Side	Streetscape Ornamental		Snowflake	Lights	75(90-.83 watt C7 LED Bulb	Un-Metered	No
6	Washington Street	East Side	Ornamental	YES 33'LED String 8 Watt	LED String 33'	Lights	<b>8 Watt String</b>	Un-Metered	No
9	Washington Street	East Side	Ornamental	YES 33'LED String 8 Watt	LED String	Lights	<b>8 Watt String</b>	Un-Metered	No
10	Washington Street	West Side	Ornamental	YES 33'LED String 8 Watt	LED String	Lights	<b>8 Watt String</b>	Un-Metered	No
13	Washington Street	East Side	Ornamental	YES 33'LED String 8 Watt	LED String	Lights	<b>8 Watt String</b>	Un-Metered	No
17	Washington Street	East Side	Ornamental	YES 33'LED String 8 Watt	LED String	Lights	<b>8 Watt String</b>	Un-Metered	No
6A	Washington Street	West Side	New Style Ornamental	YES 33'LED String 8 Watt	LED String	No	8 Watt String	Un-Metered	No
14	Washington Street	West Side	New Style Ornamental	NO POWER 11/21	None	No	N/A	Un-Metered	No
7	Washington Street	East Side	Ornamental	YES 33'LED String 8 Watt	Wreath LED 5 WATT	Yes	13 WATTS	Un-Metered	No
8	Washington Street	West Side	Ornamental	YES 33'LED String 8 Watt	Wreath LED 5 WATT	Yes	13 WATTS	Un-Metered	No
11	Washington Street	East Side	Ornamental	YES 33'LED String 8 Watt	Wreath LED 5 WATT	Yes	13 WATTS	Un-Metered	No
12	Washington Street	West Side	Ornamental	NO POWER 11/21	Wreath LED 5 WATT	Yes	13 WATTS	Un-Metered	No
15	Washington Street	East Side	Ornamental	YES 33'LED String 8 Watt	Wreath LED 5 WATT	Yes	13 WATTS	Un-Metered	No
16	Washington Street	West Side	Ornamental	YES 33'LED String 8 Watt	Wreath LED 5 WATT	Yes	13 WATTS	Un-Metered	No
18	Washington Street	West Side	Ornamental	YES 33'LED String 8 Watt	Wreath LED 5 WATT	Yes	13 WATTS	Un-Metered	No
19	Washington Street	East Side	Ornamental	YES 33'LED String 8 Watt	Wreath LED 5 WATT	Yes	13 WATTS	Un-Metered	No
20	Washington Street	West Side	Ornamental	YES 33'LED String 8 Watt	LED String	Yes	<b>8 Watt String</b>	Un-Metered	No
21	Washington Street	East Side	Ornamental	YES 33'LED String 8 Watt	Wreath LED 5 WATT	Yes	13 WATTS	Un-Metered	No
22	Washington Street	West Side	Ornamental	YES 33'LED String 8 Watt	Wreath LED 5 WATT	Yes	13 WATTS	Un-Metered	No
23	Washington Street	East Side	Ornamental	YES 33'LED String 8 Watt	LED String	Yes	<b>8 Watt String</b>	Un-Metered	No
24	Washington Street	West Side	Ornamental	YES 33'LED String 8 Watt	LED String	Yes	<b>8 Watt String</b>	Un-Metered	No
25	Washington Street	East Side	Ornamental	YES 33'LED String 8 Watt	Wreath LED 5 WATT	Yes	13 WATTS	Un-Metered	No
26	Washington Street	West Side	Ornamental	YES 33'LED String 8 Watt	Wreath LED 5 WATT	Yes	13 WATTS	Un-Metered	No
27	Washington Street	East Side	Ornamental	YES 33'LED String 8 Watt	Wreath LED 5 WATT	Yes	13 WATTS	Un-Metered	No
28	Washington Street	West Side	Ornamental	YES 33'LED String 8 Watt	LED String	Yes	<b>8 Watt String</b>	Un-Metered	No
29	Washington Street	East Side	Ornamental	YES 33'LED String 8 Watt	LED String	Yes	<b>8 Watt String</b>	Un-Metered	No
30	Washington Street	West Side	Ornamental	YES 33'LED String 8 Watt	LED String	Yes	<b>8 Watt String</b>	Un-Metered	No
31	Washington Street	West Side	Ornamental	YES 33'LED String 8 Watt	Wreath LED 5 WATT	Yes	13 WATTS	Un-Metered	No
									No

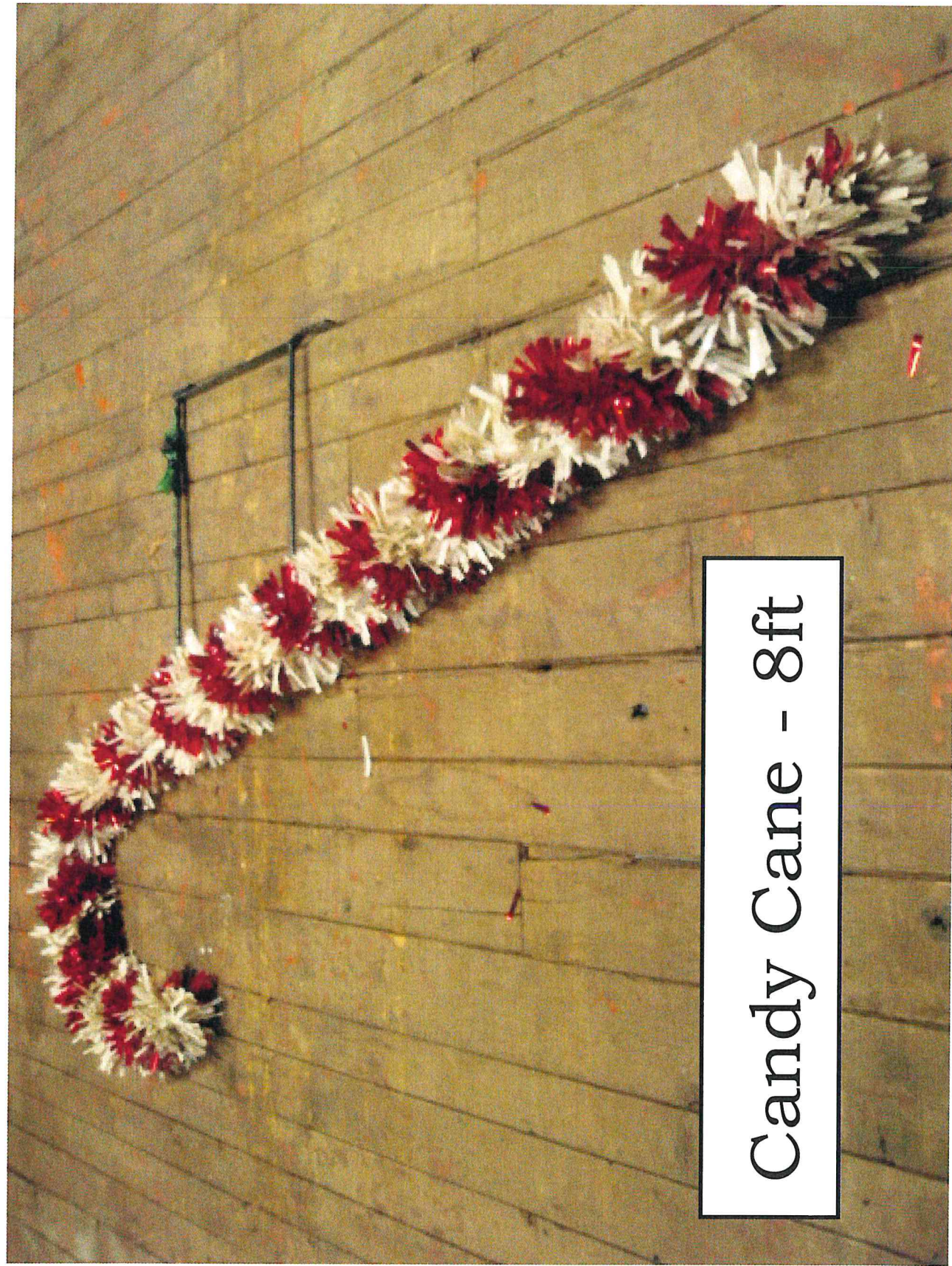
Note:



Candy Cane - 6ft

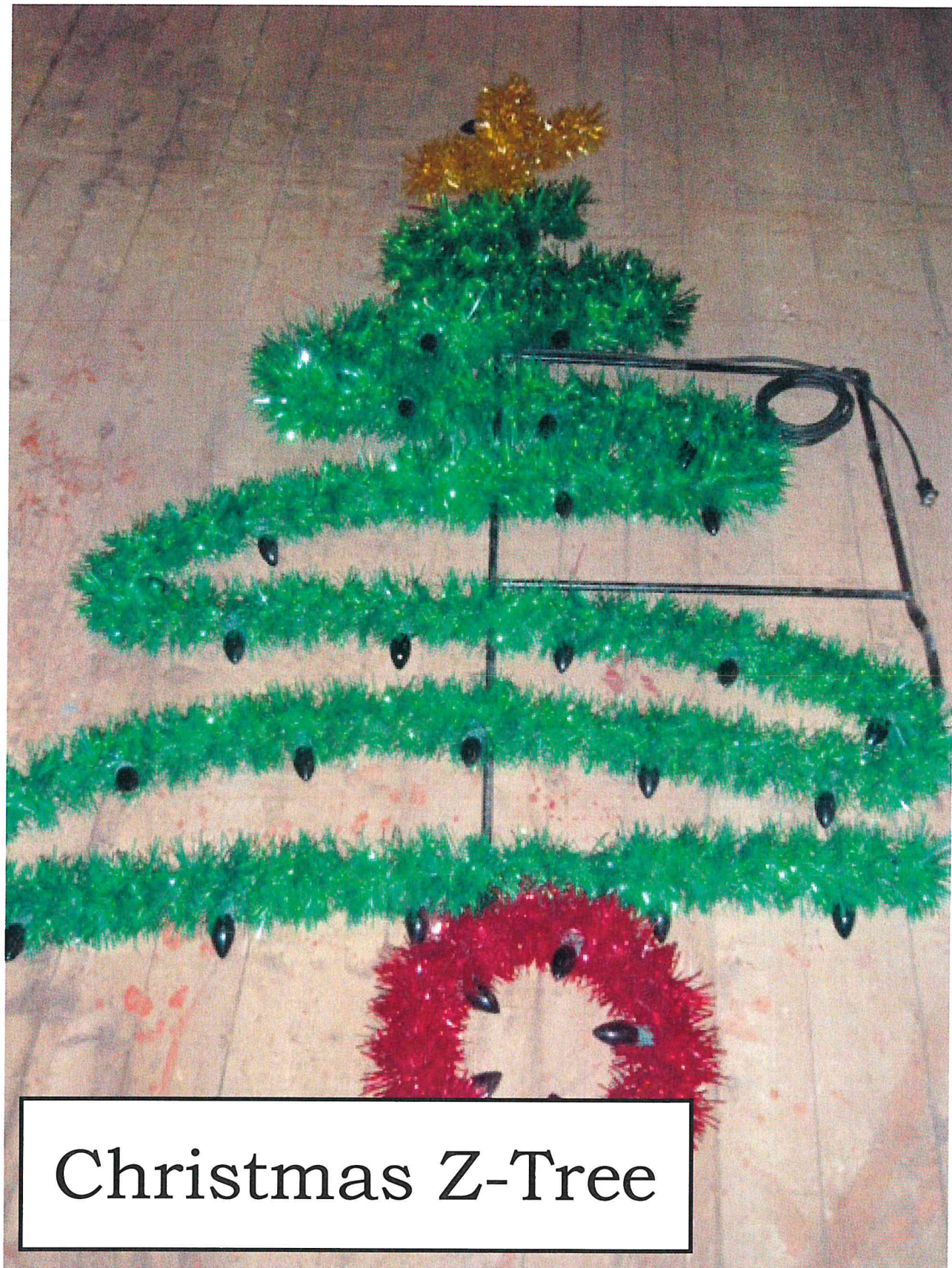






Candy Cane - 8ft





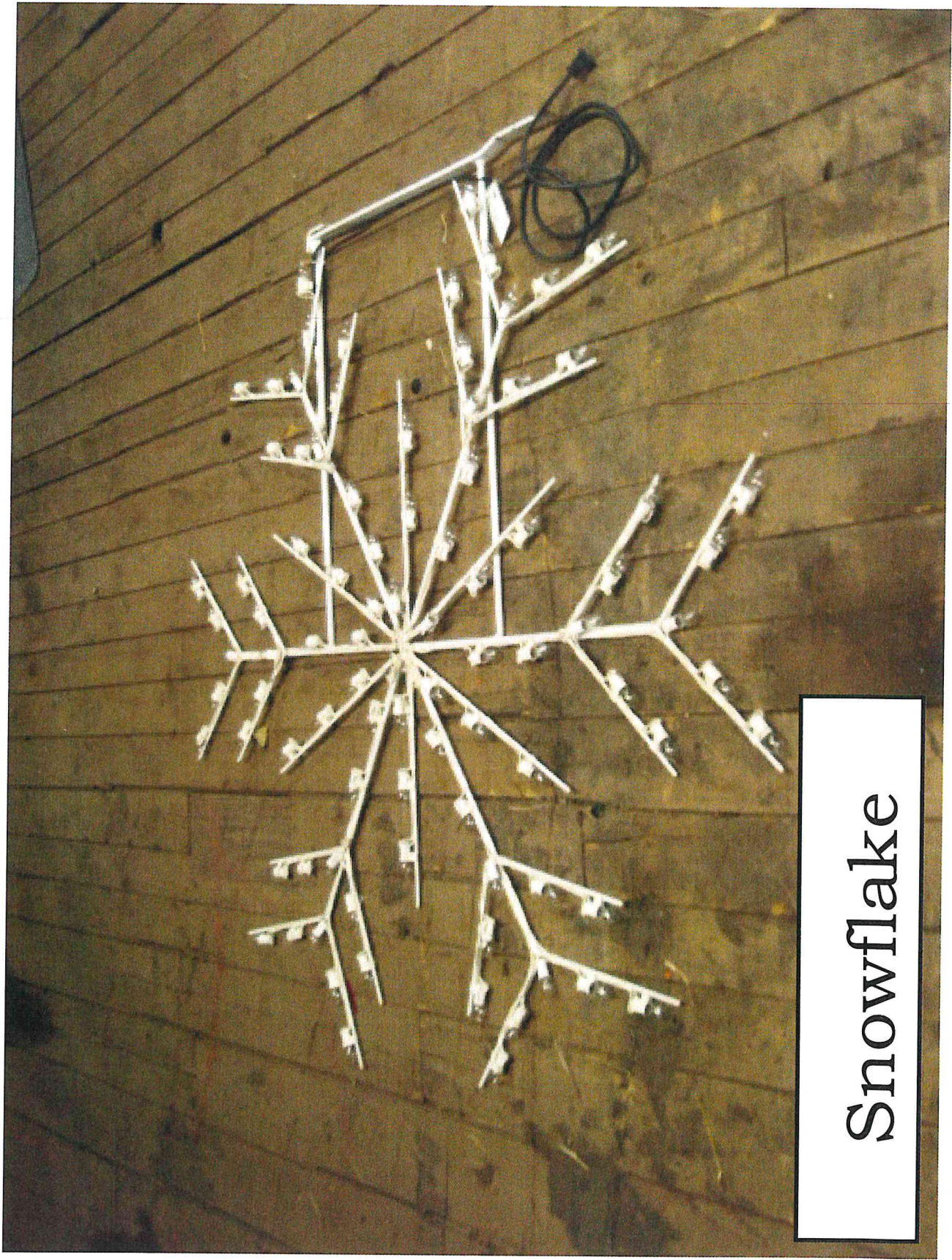
Christmas Z-Tree





Christmas Z-Tree - New Style





Snowflake



A large, circular wreath made of green tinsel is laid out on a wooden floor. The tinsel has a shiny, metallic green finish. The wreath is positioned in the center of the frame, with its ends resting on the floor. To the right of the wreath, there is a black metal stand or frame, and a measuring tape is visible, indicating the size of the wreath. The wooden floor is made of light-colored planks.

Wreath - 4ft





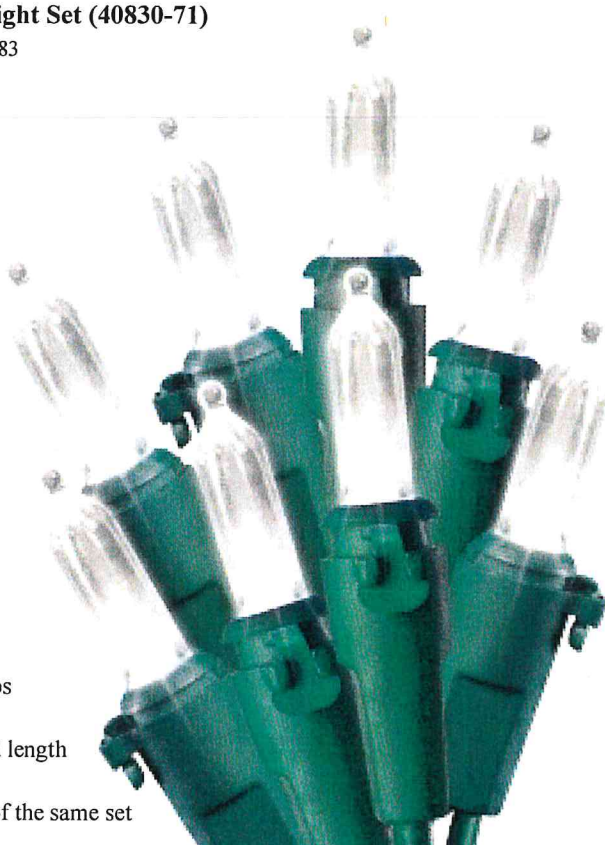
Wreath - 5ft



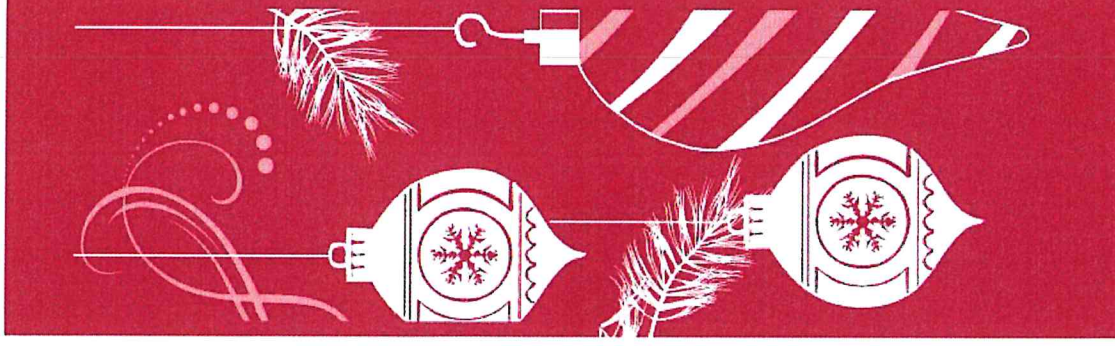
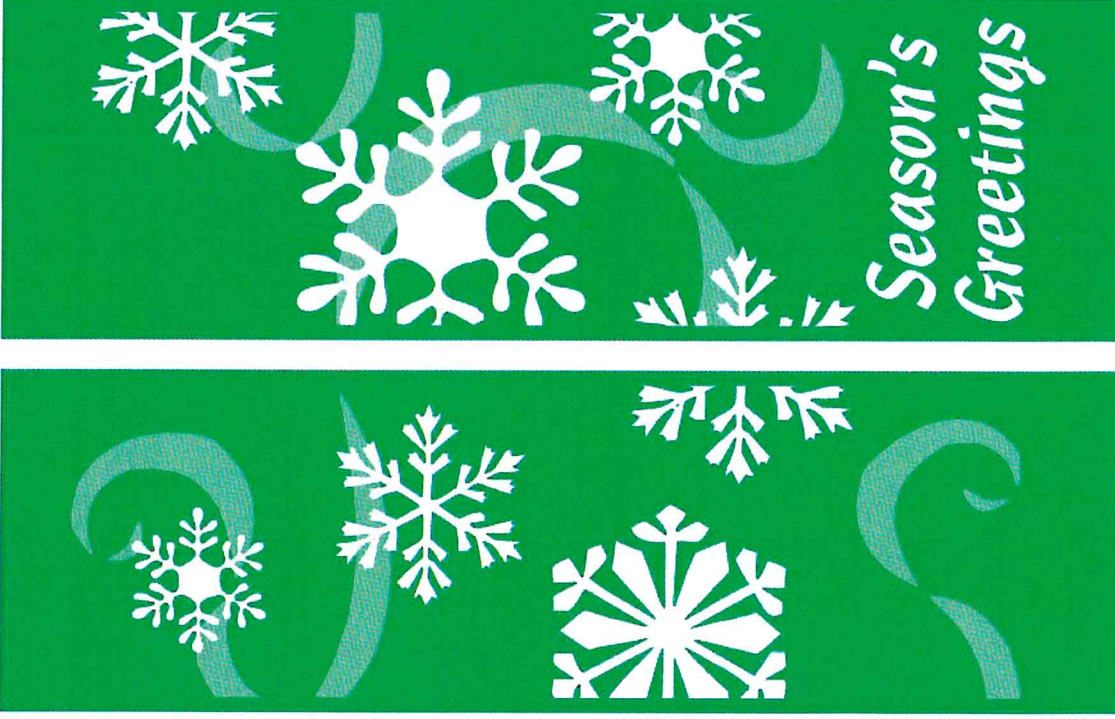
**Celebrations Warm White LED**  
**Indoor/Outdoor 50 Light Set (40830-71)**  
SKU 9207192 | 843518020883  
**\$ 5.99**

**Product Details:**

50 lights  
Warm white  
Indoor/outdoor use  
3.5" spacing between bulbs  
Green cord  
Approximately 14' lighted length  
25,000 hour bulbs  
Connect up to 43 strings of the same set

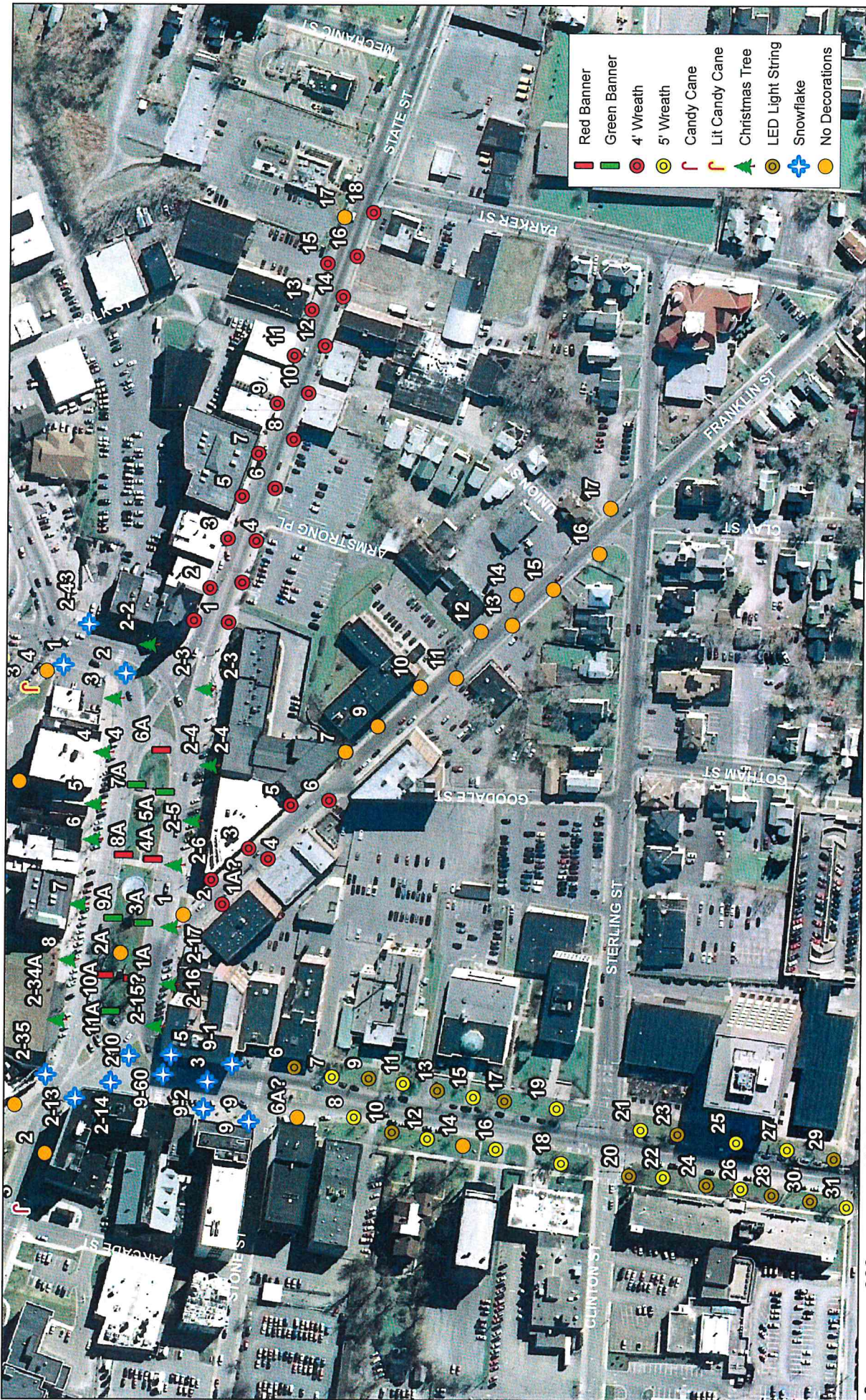


**LED Light Strings**



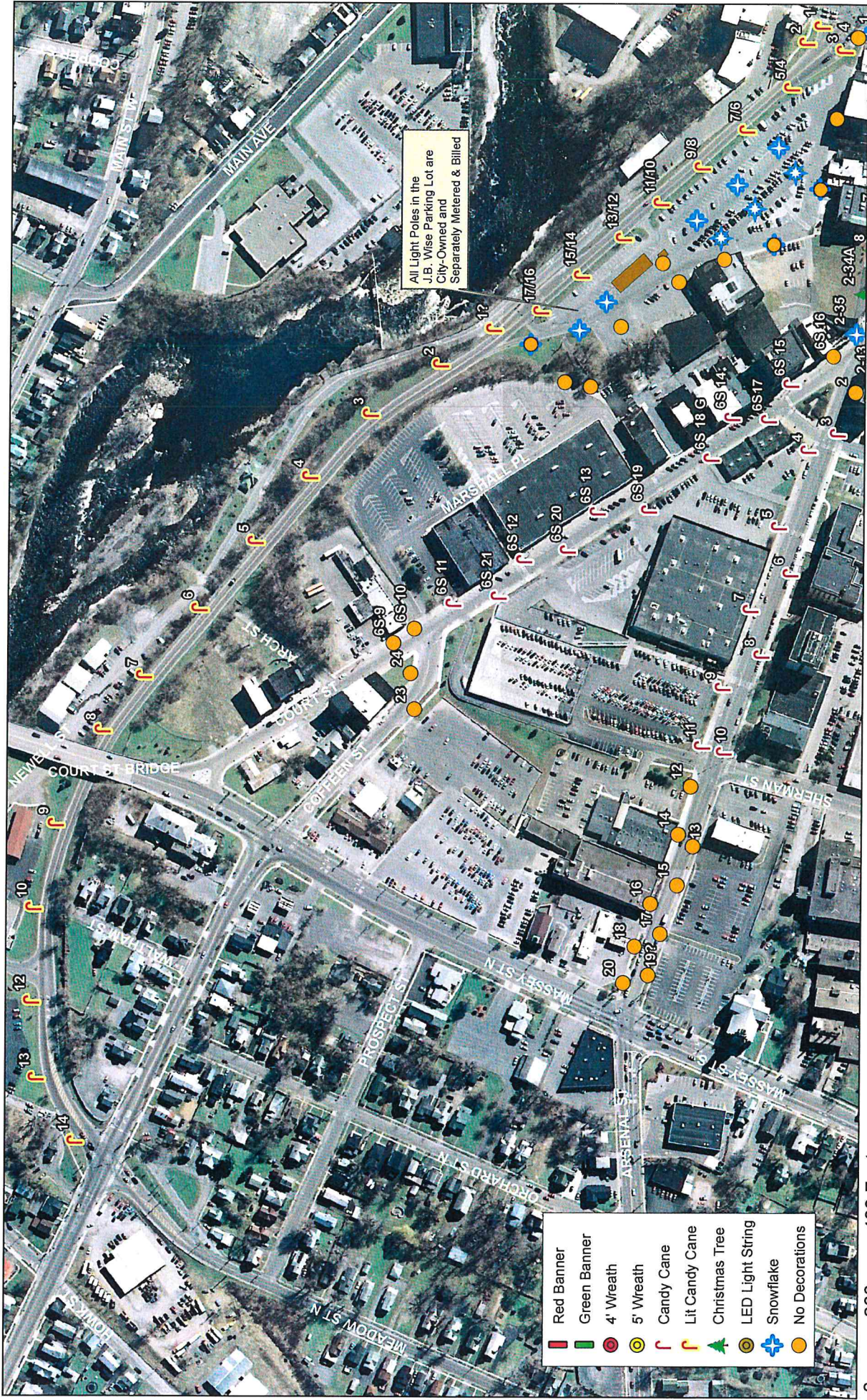
Christmas Banners





Holiday Decorations - Downtown





Holiday Decorations - Downtown





Res. No. 15

December 1, 2025

To: The Honorable Mayor and City Council

From: James E. Mills, City Comptroller

Subject: Establishing 2026 County Tax Rate

By resolution adopted November 12, 2025, the Jefferson County Board of Legislators apportioned the share of the 2026 County tax to be levied on the real property within the City. The City's share of the 2026 County tax is \$8,565,313.51. A comparison of the amount required for County tax purposes for the years 2022 through 2026 is shown below:

	City Share of County Tax Levy	Levy Increase / (Decrease) Amount	Levy Increase / (Decrease) %	Tax Rate Per \$1,000	Tax Rate Increase / (Decrease) Amount	Tax Rate Increase / (Decrease) %
2026	8,565,314	\$ 289,123	3.49%	\$7.631110	\$ 0.314988	4.31%
2025	8,276,191	\$ ( 67,830)	-0.81%	\$7.316122	\$(0.061401)	-0.83%
2024	8,344,021	\$ (351,592)	-4.04%	\$7.377523	\$(0.417919)	-5.36%
2023	8,695,613	\$ (163,841)	-1.85%	\$7.795442	\$(0.269758)	-3.34%
2022	8,859,454	\$ 9,050	0.10%	\$8.065200	\$(0.003029)	-0.04%

The 2026 County tax rate calculates to \$7.631110 per \$1,000 of assessed valuation which represents a 4.31% increase compared to the 2025 County tax rate of \$7.316122. The 2026 County taxable assessed values total \$1,120,290,021 compared to \$1,132,161,087 from the 2025 assessment roll.

A resolution has been prepared for City Council consideration to approve the 2026 County tax rate.

**Office of the County Administrator**  
Historic Courthouse  
195 Arsenal Street, 2<sup>nd</sup> Floor  
Watertown, New York 13601-2567  
Phone: (315) 785-3075 Fax: (315) 785-5070

**Ryan Piche**  
*County Administrator*

**Dylan Soper**  
*Deputy County Administrator*



November 19, 2025

Eric Wagenaar, City Manager  
City of Watertown  
Municipal Building  
245 Washington Street, Room 302  
Watertown, NY 13601

Dear Eric:

Enclosed is a certified copy of Resolution No. 290 adopted by the Board of Legislators on November 12, 2025 certifying the City apportioned share of the 2026 County tax to be levied on real property within the City of Watertown.

If you have any questions with regard to the resolution, please contact me.

Sincerely,

Ryan Piche  
Clerk of the Board/  
County Administrator

RP:jdj

Enc.

c: (w/ certified copy of resolution)  
Ann Saunders, Watertown City Clerk  
Kimberli Johnston, Watertown City Assessor

**JEFFERSON COUNTY BOARD OF LEGISLATORS**

**Resolution No. 290**

**Certification of Taxes to the City of Watertown**

By Legislator: Frances A. Calarco

Resolved, That the Clerk of the Board be and is hereby authorized and directed to certify to the Clerk and the Assessor of the City of Watertown, the apportioned share of the 2026 County Tax to be levied on real property within the City as follows:

County Tax ..... \$8,565,313.51

Seconded by Legislator: Robert D. Ferris

State of New York     )  
County of Jefferson    ) ss.:



I, the undersigned, Clerk of the Board of Legislators of the County of Jefferson, New York, do hereby certify that I have compared the foregoing copy of Resolution No. 290 of the Board of Legislators of said County of Jefferson with the original thereof on file in my office and duly adopted by said Board at a meeting of said Board on the 12th day of November, 20 25 and that the same is a true and correct copy of such Resolution and the whole thereof.

In testimony whereof, I have hereunto set my hand and affixed the seal of said County this 13h day of November, 20 25.

Clerk of the Board of Legislators



# RESOLUTION

Page 1 of 1  
Establishing 2026 County Tax Rate

Council Member KIMBALL, Robert, O.  
Council Member OLNEY III, Clifford G.  
Council Member RUGGIERO, Lisa A.  
Council Member SHOEN, Benjamin P.  
Mayor PIERCE, Sarah V.C..  
Total .....

YEA	NAY

***Introduced by*** \_\_\_\_\_

WHEREAS the Board of Legislators of the County of Jefferson, by resolution dated November 12, 2025, and in accordance with New York State Real Property Tax Law Article 9 Section 904 has certified to the City that the contribution of the City of Watertown to the taxes of the County of Jefferson for the Fiscal Year beginning January 1, 2026 is \$8,565,313.51,

NOW THEREFORE BE IT RESOLVED that this Council shall and hereby does levy the said aggregate amount of taxes of \$8,565,313.51, so ascertained and directed and to be certified to the City and to be extended on the Assessment Rolls by the City Assessor, as provided by Section 115 of the City Charter, and

BE IT FURTHER RESOLVED that the City does hereby levy a total fee of \$8,565,313.51 to be collected at a rate of \$7.631110 per \$1,000 of assessed valuation, of which County tax levy is \$8,549,056.83 and includes \$16,256.68 in omitted taxes.

***Seconded by*** \_\_\_\_\_

To: The Honorable Mayor and City Council

From: James E. Mills, City Comptroller

Subject: An Ordinance Amending the Ordinance Dated December 15, 2014, as Amended September 16, 2019, Authorizing the Issuance of \$2,900,000 Bonds of the City of Watertown, Jefferson County, New York, to Pay the Cost of City Court Renovations, in and for Said City, to Change the Scope of the Project to Include Certain City Hall Improvements, and to Increase the Estimated Maximum Cost Thereof and the Amount of Bonds Authorized to \$7,300,000

On November 17, 2025 City Council was presented with multiple resolutions to accept bids submitted for the City Court and City Hall renovation project. All resolutions regarding the City Court project were approved, prompting the City Council to consider the following bond ordinance amendment to finance the project. The ultimate amount borrowed will be reduced by \$396,858 of American Rescue Plan Act funds used to cover the design services provided by GYMO. This ordinance was laid over under the rules due to not receiving unanimous consent.

GYMO (Design)			
Preliminary Design	\$ 84,412		
Final Design and Construction Administration	337,646		
Contract Amendment #1	(25,200)		
Contract Amendment #2 (pending)	<u>87,173</u>	\$ 484,031	
Black Horse Group, LLC (General Construction)			
Base Contract		2,776,075	
Hyde Stone (Plumbing)			
Base Contract		163,800	
Hyde Stone (Mechanical)			
Base Contract		1,933,878	
Watson Electrical (Electrical)			
Base Contract		477,000	
RSI Roofing (Roofing)			
Base Contract		549,290	
GYMO (Construction Inspection)			
Base Contract		397,000	
DSA Services (Hazardous Materials)			
Special inspections (estimate)		20,000	
Air Monitoring (estimate)		50,000	
Bonding fees		100,000	
Contingency		<u>41,926</u>	
Total Bond Ordinance		<u>\$ 7,300,000</u>	

## ORDINANCE

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An Ordinance Amending the Ordinance Dated December 15, 2014, as Amended September 16, 2019, Authorizing the Issuance of \$2,900,000 Bonds of the City of Watertown, Jefferson County, New York, to Pay the Cost of City Court Renovations, in and for Said City, to Change the Scope of the Project to Include Certain City Hall Improvements, and to Increase the Estimated Maximum Cost Thereof and the Amount of Bonds Authorized to \$7,300,000

Council Member KIMBALL, Robert O.

Council Member OLNEY III, Clifford G.

Council Member RUGGIERO, Lisa A.

Council Member SHOEN, Benjamin P.

Mayor PIERCE, Sarah V.C.

Total .....

YEA	NAY

***Introduced by Council Member Lisa A. Ruggiero***

At a regular meeting of the Council of the City of Watertown, Jefferson County, New York, held at the Municipal Building, in Watertown, New York, in said City, on November 17, 2025, at 7:00 o'clock P.M., Prevailing Time.

The meeting was called to order by Mayor Sarah V.C. Pierce, and upon roll being called, the following were

PRESENT: Council Member Robert O. Kimball, Council Member Clifford G. Olney III, Council Member Lisa A. Ruggiero, Council Member Benjamin P. Shoen and Mayor Sarah V.C. Pierce

ABSENT:

The following ordinance was offered by Council Member Council Member Lisa A. Ruggiero, who moved its adoption, seconded by Council Member Council Member Benjamin P. Shoen, to-wit:

BOND ORDINANCE DATED NOVEMBER 17, 2025.

AN ORDINANCE AMENDING THE ORDINANCE DATED DECEMBER 15, 2014, AS AMENDED SEPTEMBER 16, 2019, AUTHORIZING THE ISSUANCE OF \$2,900,000 BONDS OF THE CITY OF WATERTOWN, JEFFERSON COUNTY, NEW YORK, TO PAY THE COST OF CITY COURT RENOVATIONS, IN AND FOR SAID CITY, TO CHANGE THE SCOPE OF THE PROJECT TO INCLUDE CERTAIN CITY HALL IMPROVEMENTS, AND TO INCREASE THE ESTIMATED MAXIMUM COST THEREOF AND THE AMOUNT OF BONDS AUTHORIZED TO \$7,300,000.

WHEREAS, by ordinance dated December 15, 2014 (the "2014 Ordinance"), the Council of the City of Watertown, Jefferson County, New York, authorized the issuance of \$948,000 bonds of said City to pay the cost of City Court renovations, in and for the City of Watertown, Jefferson County, New York, including incidental expenses in connection therewith, a specific object or purpose, at an estimated maximum cost of \$948,000, in and for the City of Watertown, Jefferson County, New York; and



## ORDINANCE

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An Ordinance Amending the Ordinance Dated December 15, 2014, as Amended September 16, 2019, Authorizing the Issuance of \$2,900,000 Bonds of the City of Watertown, Jefferson County, New York, to Pay the Cost of City Court Renovations, in and for Said City, to Change the Scope of the Project to Include Certain City Hall Improvements, and to Increase the Estimated Maximum Cost Thereof and the Amount of Bonds Authorized to \$7,300,000

Council Member KIMBALL, Robert O.

Council Member OLNEY III, Clifford G.

Council Member RUGGIERO, Lisa A.

Council Member SHOEN, Benjamin P.

Mayor PIERCE, Sarah V.C.

Total .....

YEA	NAY

WHEREAS, by ordinance dated September 16, 2019, the Council of the City amended the 2014 Ordinance to increase the estimated maximum cost and the amount of bonds authorized to pay the cost of the City Court renovations from \$948,000 to \$2,900,000; and

WHEREAS, the Council now wishes to (i) include in the scope of the project certain improvements to the City Hall building, including air handler replacements, and (ii) increase the estimated maximum cost and the amount of bonds authorized for the updated project to \$7,300,000, an increase of \$4,400,000; NOW, THEREFORE,

BE IT ORDAINED, by the Council of the City of Watertown, Jefferson County, New York, as follows:

Section A. The title and Sections 1 and 2 of the ordinance of this Council dated and duly adopted December 15, 2014, as amended September 16, 2019, authorizing the issuance of \$2,900,000 bonds to pay the cost of City Court renovations, in and for the City of Watertown, Jefferson County, New York, including incidental expenses in connection therewith, a specific object or purpose, at an estimated maximum cost of \$2,900,000, in and for the City of Watertown, Jefferson County, New York, are hereby further amended, in part, to read as follows:

“AN ORDINANCE AUTHORIZING THE ISSUANCE OF \$8,000,000 BONDS OF THE CITY OF WATERTOWN, JEFFERSON COUNTY, NEW YORK, TO PAY THE COST OF CITY COURT RENOVATIONS AND CERTAIN CITY HALL RENOVATIONS, IN AND FOR SAID CITY.”

....

Section 1. For the specific object or purpose of paying the cost of City Court renovations and certain City Hall renovations, including air handler replacements, in and for the City of Watertown, Jefferson County, New York, including incidental expenses in connection therewith, there are hereby authorized to be issued \$7,300,000 bonds of said City pursuant to the provisions of the Local Finance Law.

Section 2. It is hereby determined that the estimated maximum cost of the aforesaid specific object or purpose is \$7,300,000 and that the plan for the financing thereof is by the issuance of the \$7,300,000 bonds of said City authorized to be issued

## ORDINANCE

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An Ordinance Amending the Ordinance Dated December 15, 2014, as Amended September 16, 2019, Authorizing the Issuance of \$2,900,000 Bonds of the City of Watertown, Jefferson County, New York, to Pay the Cost of City Court Renovations, in and for Said City, to Change the Scope of the Project to Include Certain City Hall Improvements, and to Increase the Estimated Maximum Cost Thereof and the Amount of Bonds Authorized to \$7,300,000

Council Member KIMBALL, Robert O.

Council Member OLNEY III, Clifford G.

Council Member RUGGIERO, Lisa A.

Council Member SHOEN, Benjamin P.

Mayor PIERCE, Sarah V.C.

Total .....

YEA	NAY

pursuant to this bond ordinance, provided however, that the amount of bonds to be issued shall be reduced by the amount of any grant funds received therefor.

Section B. The validity of such bonds and bond anticipation notes may be contested only if:

- 1) Such obligations are authorized for an object or purpose for which said City is not authorized to expend money, or
- 2) The provisions of law which should be complied with at the date of publication of this ordinance are not substantially complied with, and an action, suit or proceeding contesting such validity is commenced within twenty days after the date of such publication, or
- 3) Such obligations are authorized in violation of the provisions of the Constitution.

Section C. Upon this ordinance taking effect, the same shall be published in summary in the Watertown Daily Times, the official newspaper, together with a notice of the City Clerk in substantially the form provided in Section 81.00 of the Local Finance Law.

Section D. This ordinance is effective immediately.

Unanimous consent moved by Council Member Lisa A. Ruggiero, seconded by Council Member Council Member Benjamin P. Shoen, with all voting "AYE", except for Council Member Clifford G. Olney III who voted "NAY".

The foregoing ordinance was laid over under the rules.

At a regular meeting of the Council of the City of Watertown, Jefferson County, New York, held at the Municipal Building, in Watertown, New York, in said City, on December 1, 2025, at 7:00 o'clock P.M., Prevailing Time.

The meeting was called to order by \_\_\_\_\_, and upon roll being called, the following were

PRESENT:

## ORDINANCE

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An Ordinance Amending the Ordinance Dated December 15, 2014, as Amended September 16, 2019, Authorizing the Issuance of \$2,900,000 Bonds of the City of Watertown, Jefferson County, New York, to Pay the Cost of City Court Renovations, in and for Said City, to Change the Scope of the Project to Include Certain City Hall Improvements, and to Increase the Estimated Maximum Cost Thereof and the Amount of Bonds Authorized to \$7,300,000

Council Member KIMBALL, Robert O.

Council Member OLNEY III, Clifford G.

Council Member RUGGIERO, Lisa A.

Council Member SHOEN, Benjamin P.

Mayor PIERCE, Sarah V.C.

Total .....

YEA	NAY

## ABSENT:

The question of the adoption of the foregoing ordinance was duly put to a vote on roll call, which resulted as follows:

Council Member Robert O. Kimball VOTING \_\_\_\_\_

Council Member Clifford G. Olney III VOTING \_\_\_\_\_

Council Member Lisa A. Ruggiero VOTING \_\_\_\_\_

Council Member Benjamin P. Shoen VOTING \_\_\_\_\_

Mayor Sarah V.C. Pierce VOTING \_\_\_\_\_

The ordinance was thereupon declared duly adopted.

\* \* \*

## APPROVED BY THE MAYOR

December 1, 2025

\_\_\_\_\_  
Mayor

STATE OF NEW YORK )

) ss.:

COUNTY OF JEFFERSON )

I, the undersigned Clerk of the City of Watertown, Jefferson County, New York, DO  
HEREBY CERTIFY:

That I have compared the annexed extract of the minutes of the meeting of the Council of said City, including the ordinance contained therein, held on November 17, 2025 and December 1, 2025, with the original thereof on file in my office, and that the same is a true and correct

## ORDINANCE

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An Ordinance Amending the Ordinance Dated December 15, 2014, as Amended September 16, 2019, Authorizing the Issuance of \$2,900,000 Bonds of the City of Watertown, Jefferson County, New York, to Pay the Cost of City Court Renovations, in and for Said City, to Change the Scope of the Project to Include Certain City Hall Improvements, and to Increase the Estimated Maximum Cost Thereof and the Amount of Bonds Authorized to \$7,300,000

Council Member KIMBALL, Robert O.

Council Member OLNEY III, Clifford G.

Council Member RUGGIERO, Lisa A.

Council Member SHOEN, Benjamin P.

Mayor PIERCE, Sarah V.C.

Total .....

YEA	NAY

transcript therefrom and of the whole of said original so far as the same relates to the subject matters therein referred to.

I FURTHER CERTIFY that all members of said Council had due notice of said meeting.

I FURTHER CERTIFY that, pursuant to Section 103 of the Public Officers Law (Open Meetings Law), said meeting was open to the general public.

I FURTHER CERTIFY that, PRIOR to the time of said meeting, I duly caused a public notice of the time and place of said meeting to be given to the following newspapers and/or other news media as follows:

Newspaper and/or Other News Media	Date Given
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Regular meeting of the City Council held in accordance with Section 14-1 of the Municipal Code.

I FURTHER CERTIFY that PRIOR to the time of said meeting, I duly caused public notice of the time and place of said meeting to be conspicuously posted in the following designated public location(s) on the following dates:

Designated Location(s) of Posted Noticed	Date of Posting
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Regular meeting of the City Council held in accordance with Section 14-1 of the Municipal Code

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of said City on December 1, 2025

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City Clerk

(CORPORATE SEAL)

***Seconded by*** Council Member Benjamin P. Shoen