

# TOWN OF WATERTOWN

OFFICE OF THE SUPERVISOR  
22867 CO. RT. 67  
WATERTOWN, N.Y. 13601

Phone: 315-782-2069  
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## TOWN COUNCIL MEETING AGENDA

Motion to approve minutes of the July 17 Meeting

Call meeting to order 7:00 pm

Roll call members present

Motion adopting minutes of the JULY 17<sup>th</sup> 2025 meeting

BCA Project updates

GYMO PROJECT UPDATES

OPEN FLOOR TO PUBLIC

Close floor to the public

Town Clerks correspondence,

Accept Town Clerks Report

RESOLUTIONS

EXECUTIVE SESSION : Union contract discussion ,

Arsenal Street Rd Rt 3 use of eminent domain proceedings

Old Business

New Business

ADJOURN MEETING

## Town of Watertown Resolution

At a meeting of the Town of Watertown Council held on Thursday, AUGUST 14th, 2025 at 7:00 pm at the Town Municipal Offices, 22867 County Route 67, Watertown, N.Y. there was present:

Supervisor : Joel Bartlett  
Councilwoman : Joanne McClusky  
Councilman; Robert Slye  
Councilman : David Prosser  
Councilman: Michael Perkins

Absent were: councilman:

WHEREAS, the Environmental Facilities Corp has awarded the Town a Wastewater Infrastructure Engineering Planning Grant not to exceed \$50,000.00 for the purpose of supplementing the Engineers infiltration reports relating to infiltration within Sewer Districts 4,5 and 6; and

WHEREAS, an agreement must be authorized with the EFC detailing the methods, terms and conditions within the agreement (ATTACHED) which is due to be returned by August 29<sup>th</sup>, 2025

THEREFORE BE IT RESOLVED, the Supervisor is authorized to execute said acceptance agreement on behalf of the Town Sewer Districts 4,5 and 6

*Rec 20 Watertown*



# Environmental Facilities Corporation

KATHY HOCHUL  
Governor

MAUREEN A. COLEMAN  
President and CEO

August 6, 2025

The Honorable Joel Bartlett  
Supervisor  
Town of Watertown  
22867 County Route 67  
Watertown, NY 13601

Re: Project No. 6023-03-01 | Grant No. 2326  
Lettiere Tract Drainage Improvements  
Town of Watertown  
Jefferson County  
**Award Letter**

Dear Supervisor Bartlett:

Thank you for your application for the Green Innovation Grant Program (GIGP) Round 16. On behalf of Governor Kathy Hochul, I am pleased to inform you that your application has been selected to receive a NYS Environmental Facilities Corporation (EFC) GIGP award for the above referenced project. Your project has been awarded in an amount not to exceed \$945,000, for the planning, design, and construction of bioretention practices, regenerative stormwater conveyance systems, and downspout disconnections to improve water quality in Mill Creek.

As means of advancing this project, members of our EFC team will contact you to guide you through the program requirements and related processes, and to answer any of your questions. To remain eligible for these funds, a Grant Agreement must be executed for the above project by **September 30, 2026**.

Please confirm your acceptance of the grant award and intent to proceed with this project by completing and signing the enclosed form and e-mailing it to [GIGP@efc.ny.gov](mailto:GIGP@efc.ny.gov) no later than **August 29, 2025**. Without your confirmation, we may bypass your project and award these grant funds to another applicant.

We appreciate your interest in the GIGP program and look forward to working with you on your water quality improvement project.

Sincerely,

Maureen A. Coleman  
President & CEO

Enclosure

**ACKNOWLEDGEMENT AND ACCEPTANCE OF GIGP GRANT AWARD**

Please confirm your acceptance of the GIGP by signing below. Please e-mail the completed form to [GIGP@efc.ny.gov](mailto:GIGP@efc.ny.gov) no later than **August 29, 2025**.

**ACKNOWLEDGEMENT BY THE AWARDEE:**

Town of Watertown  
Project No. 6023-03-01 | Grant No. 2326  
Lettiere Tract Drainage Improvements

The Awardee intends to proceed with this project and accepts the Green Innovation Grant Program award.

\_\_\_\_\_  
(Signature of Authorized Representative)

\_\_\_\_\_  
(Print Name)

\_\_\_\_\_  
(Title)

\_\_\_\_\_  
(Date)

At a Regular meeting of the Town of Watertown Council held on THURSDAY,

AUGUST 14, 2025, at 7:00 pm at the Town Municipal Offices, 22867 County Route 67, Watertown, N.Y. a motion to adopt the foregoing resolution was offered by Councilman \_\_\_\_\_ and seconded by \_\_\_\_\_ and adopted as follows

COUNCILMAN      PROSSER      YES \_\_\_\_\_      NO \_\_\_\_\_

COUNCILWOMAN      McCLUSKY      YES \_\_\_\_\_      NO \_\_\_\_\_

COUNCILMAN      PERKINS      YES \_\_\_\_\_      NO \_\_\_\_\_

COUNCILMAN      SLYE      YES \_\_\_\_\_      NO \_\_\_\_\_

SUPERVISOR      BARTLETT      YES \_\_\_\_\_      NO \_\_\_\_\_

DATED:

(SEAL)

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Pamela Desormo, Town Clerk

**Town of Watertown Resolution**

**At a meeting of the Town of Watertown Council held on Thursday, AUGUST 14th, 2025 at 7:00 pm at the Town Municipal Offices, 22867 County Route 67, Watertown, N.Y. there was present:**

Supervisor : Joel Bartlett  
Councilwoman: Joanne McClusky  
Councilman; Robert Slye  
Councilman : David Prosser  
Councilman: Michael Perkins

Absent were: councilman:

WHEREAS, the town Engineers (BCA) have a number of ongoing projects within the town and an extremely high caseload; and

WHEREAS it is in the Towns best interest to assign and appoint an additional Engineering Firm to represent the Town on the matters of the Massey Street Road Agricultural, Milk processing project .

THEREFORE BE IT RESOLVED, the Supervisor is authorized to execute the letter of Engagement submitted by the Firm, Barton and Loguidice and (attached as exhibit A) between the Town of Watertown and the engineering firm of Barton and Laguidice to represent the Town in said development.

At a Regular meeting of the Town of Watertown Council held on THURSDAY,

AUGUST 14, 2025, at 7:00 pm at the Town Municipal Offices, 22867 County Route 67, Watertown, N.Y. a motion to adopt the foregoing resolution was offered by Councilman \_\_\_\_\_ and seconded by \_\_\_\_\_ and adopted as follows

COUNCILMAN      PROSSER      YES \_\_\_\_\_      NO \_\_\_\_\_

COUNCILWOMAN      McCLUSKY      YES \_\_\_\_\_      NO \_\_\_\_\_

COUNCILMAN      PERKINS      YES \_\_\_\_\_      NO \_\_\_\_\_

COUNCILMAN      SLYE      YES \_\_\_\_\_      NO \_\_\_\_\_

SUPERVISOR      BARTLETT      YES \_\_\_\_\_      NO \_\_\_\_\_

DATED:

(SEAL)

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Pamela Desormo, Town Clerk

**RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF WATERTOWN**

At a meeting of the Town Board of the Town of Watertown, held at the Town offices, 22867 County Route 67, Watertown, New York, on August 14, 2025 at 7:00 p.m. there were:

- Supervisor: Joel Bartlett
- Councilman: David Prosser
- Councilwoman: Joanne McClusky
- Councilman: Michael Perkins
- Councilman: Robert Slye

BE IT RESOLVED, that the Town of Watertown, 22867 Co Rte. 67, Watertown, NY 13601 hereby establishes the following as standard work days for elected and appointed officials and will report the following days worked to the New York state and Local Employees' Retirement System based on the record of activities maintained and submitted by these officials to the clerk of this body:

Title	Name	Standard Work Day (Hrs/day)	Term Begins/Ends	Days/Month (based on Record of Activities)
<b><u>Elected Officials:</u></b>				
Supervisor	Joel Bartlett	7.5	1/1/2024-12/31/2025	19
Town Clerk	Pamela Desormo	7.5	1/1/2024-12/31/2027	25
Highway Superintendent	Ted Clement	8	1/1/2024-12/31/2027	25
Justice	Matthew Porter	6	1/1/2023-12/31/2026	4.96
<b><u>Appointed Officials:</u></b>				
Zoning Board of Appeals	Brandon Cooney	6	1/1/23-12/31/2027	.17
Planning Board Member	Pamela Desormo	6	1/1/2022-12/31/2026	.34

A motion to adopt the foregoing resolution was offered by Supervisor Bartlett and seconded by Councilmember \_\_\_\_\_, and upon a roll call vote was adopted as follows:

- |               |                 |     |    |
|---------------|-----------------|-----|----|
| Supervisor:   | Joel Bartlett   | Yes | No |
| Councilman:   | David Prosser   | Yes | No |
| Councilwoman: | Joanne McClusky | Yes | No |
| Councilman:   | Michael Perkins | Yes | No |
| Councilman:   | Robert Slye     | Yes | No |

JCAP

Town of Watertown Justice Court

At a meeting of the Town Board of the Town of Watertown, held at the Town offices, 22867 County Route 67, Watertown, New York, 13601, on August 14, 2025 at 7:00 pm there were present:

PRESENT: Joel R. Bartlett, Supervisor  
David D. Prosser, Councilmember  
JoAnne McClusky, Councilmember  
Michael Perkins, Councilmember  
Robert Slye, Councilmember

ABSENT:

WHEREAS, the N.Y.S. Office of Court Administration provides grant funding for municipal Courts underwriting the costs to Town Courts for purchasing items necessary for the conduct of business in the Town of Watertown Town Court, and:

WHEREAS, the Grant application must be accompanied by a resolution of the Town Council requesting said funding.

WHEREAS, the Town Court Office is in need of a:

Kyocera Ecosys Copier MA5500ifx	\$2,934.64
FD 8502 CC Office Shredder	\$2,264.00

THEREFORE BE IT RESOLVED, the Town of Watertown Council hereby Watertown Justice Court to apply for a JCAP Grant in the 2025 year.

AND BE IT FURTHER RESOLVED, the Town Council of the Town of Watertown recommends favorable consideration for the JCAP grant in the amount of \$5,197.64.

A motion to adopt the foregoing resolution was offered by Supervisor Bartlett, seconded by Councilman \_\_\_\_\_.

Supervisor:	Joel Bartlett	Yes	No
Councilmember:	David Prosser	Yes	No
Councilmember:	JoAnne McClusky	Yes	No
Councilmember:	Michael Perkins	Yes	No
Councilmember:	Robert Syle	Yes	No

Dated: August 14, 2025

\_\_\_\_\_  
Pamela D. Desormo, Town Clerk