

Department Proposal for Personnel Addition

TAB through cells to enter data in blue cells.

Hover over each cell to read comment on data entry format.

Budget Year: **2027**
 Department: Fire
 Fund / Div / Dept [xx-xx-xx]: 01-52-31

Position Title: Firefighter/Paramedic
 Supervised by: Lieutenant & Battalion Chief
 FT or PT: FT
 If PT, # of hours/week:
 # of months: 12

Estimate of Add to Budget

The job description of a new position will be reviewed and classified a grade by an outside HR consultant. Utilizing the pay structure that exists in your department, estimate what you believe the assigned g/s will be.

Grade: Union Contract
 Step: 1
 Pay Table Rate: Union Contract
 Annual wage: 64,884
 Required benefits: 9,635
 Est of ins premiums: 25,020
 Compensation estimate: 99,539
 Add'l costs of hire: 2,312
 Savings due to hiring:
Total of Request: 101,851

Using the 2026 pay table rate

SS/Med & WRS

2026 premium rates

List: Physical, assessment, uniform

Explain:

Rationale for Need: Explain why the position is necessary.

SEE ATTACHED MEMO & Watertown's request for six additional personnel; two per shift, is driven by both EMS demand and fireground safety. In 2025, the department responded to 3,205 incidents, the highest annual call volume to date, with approximately 22–28% of calls occurring while another emergency was already in progress. This creates delayed secondary responses and forces crews to constantly reassign limited on-duty staff. NFPA 1710 identifies an effective response force of 16 personnel for a typical residential structure fire, or 17 when an aerial device is used, with that staffing expected to arrive within approximately 8 minutes in order to safely perform command, fire attack, search, ventilation, water supply, rapid intervention, and EMS functions. Watertown currently staffs a minimum of 7 personnel, typically 9 when fully staffed, meaning when an ambulance is committed to an EMS call, our fire response capability is immediately reduced. Adding six personnel would allow us to staff a second ambulance consistently while maintaining engine availability and improving our ability to place the ladder or tender in service faster, strengthening both EMS reliability and initial fire attack before mutual aid can arrive. Mutual aid remains a critical partner, but due to travel distance and dispatching processes, those additional resources often take 20–25 minutes to arrive, leaving our initial on-duty crews managing the first and most critical phase of the incident alone.