

Frequently Asked Questions regarding the proposal to restructure the Town Supervisor Office

12/13/13

What is the town proposal to restructure the Supervisor's Office?

With the retirement of the current Director of Operations, the Board desires to reinstate the traditional role of the Supervisor back into overseeing the daily functions of the town's administration. This would remove an extra layer of management by not replacing the staff position of Director of Operations.

This change would place the Supervisor back in direct contact with residents, save taxpayers \$16,000 in 2014, increase operational efficiency, and keep the top management team in place.

Why does the town believe this is the best proposal?

Traditionally the Supervisor has been the Chief Executive Officer and the Chief Financial Officer for the town as the powers and duties have been vested to him through state law. Recently, a previous administration changed that dynamic by enacting a local law that created the position of "Town Administrator." This required the town to hire an additional person to run the day-to-day operations in the absence of the Supervisor. This, in effect, created the potential for an absentee Supervisor. This Board believes that the most efficient government operation is to restore the Supervisor back to the traditional, day-to-day role as the Chief Executive and Chief Financial Officer.

Will this proposal save money?

Yes, this proposal will save \$16,000 in the first year and eliminates the "Director of Operations" position.

Can this proposal increase efficiency?

Yes, by eliminating a position within top management, the town seeks to reduce operational redundancies. The positions of "Town Administrator" and "Director of Operations" were created to assist the Supervisor with his legally required duties during his absence. Often, these staff positions would not be able to act without the Supervisor's direct input which often required long delays in carrying out day-to-day duties. By placing the Supervisor into a full-time role, the town eliminates an extra layer of management and streamlines the decision making process.

Will this change the Supervisor's duties and/or responsibilities?

No, not at all. The Supervisor's duties are spelled out in state law and do not change regardless of "full-time" or "part-time" pay status. This proposal only seeks to provide the Supervisor with a "full-time salary" instead of hiring a third party to conduct the Supervisor's state imposed duties. This will allow the Supervisor to conduct his statutory duties while earning a "full-time" salary of \$83,000, which

is \$1,200 less than the Director of Operations would have earned in 2014 and a full \$13,000 LESS than the Town Administrator was paid under a previous administration in 2009.

Traditionally, have the Supervisors of this town been full or part time?

In Glenville, the position has often times been a “full-time” position at “part-time” pay. This is generally true for most towns. However, in recent years as the demands on towns have increased, populations have grown, and economic development has become an increasingly important piece of town governance, more and more towns have made the Supervisor’s pay “full-time.” to ensure that the town’s Chief Executive Officer can be directly in charge of day-to-day town operations.

Across the state, there are now 42 towns of our size that have made this position “full-time”. In most cases, even in towns where the Supervisor is not “full-time”, there is a hired manager in the role. Locally, progressive towns such as Clifton Park, Guilderland, Niskayuna, Bethlehem, Halfmoon, Moreau, and Milton have all moved to the “full-time” model.

What is the town administrator and how does that position fit into the new structure?

The position of Town Administrator was first enacted into local law in 1993 and briefly used to assist the Supervisor with the day-to-day administration of the town. In 1994, the Supervisor did away with the position after the experiment quickly proved to be too redundant. At the time, the Supervisor noted that “The [T]own [A]dministrator is another bureaucrat... [who] comes between department heads and elected officials... [who] comes between the people and elected officials. The [T]own [A]dministrator is not needed when you have a strong, effective, elected [S]upervisor.”

The position was reinstated in 2007 and lasted through 2009. It was abolished again in 2010 after the Supervisor and Board affirmed the 1994 decision to abolish it due to its belief that the position was too wasteful. The Board saved over \$96,000 in salary by eliminating the position in 2010. At the time, the Town Administrator’s duties were split between the “Director of Operations” and the part-time Supervisor. With a full-time Supervisor the Director of Operations position can now be eliminated and the town can achieve full operational efficiency.

What is the process to enact this proposal?

The Town Board called for a public hearing to be held on the matter for December 4, 2013. That public hearing was extended to December 18, 2013 to give residents who did not have an opportunity to make the December 4th meeting to be heard on this matter. At the conclusion of the December 18th hearing, the Board will take up a resolution to amend the salary of the Supervisor to better reflect the Supervisor’s full-time status. Pending a permissive referendum petition process, the Local Law will take effect in 45 days.

When was this proposal first brought up?

The concept to restore the Supervisor back to the traditional role has been a long-held belief of this Town Board and often talked about in different forums throughout the years. Supervisor Koetzle first raised the idea in his 2009 campaign and echoed that idea again in his 2013 re-election campaign when he said that we need a full-time Supervisor at the October 23rd public forum of the candidates. This was essentially the only public forum during the campaign. Supervisor Koetzle’s opponent also

suggested in an October 31st *Times Union* article that she would consider making the position full-time if she won.

The Board was informed on November 6th that the Director of Operations wished to retire at the end of the year. The Board discussed its options and decided to discuss this further at its November 13th meeting. The Board made its decision at the November 13th meeting to restore the Supervisor back to its traditional role. The Board held 4 public meetings on this matter including two public hearings and a special, open question-and-answer forum with town residents on December 2nd.

What will the new management structure look like?

Once this change is enacted, the town will realize additional efficiencies through a streamlined Supervisor's Office that places the Supervisor directly back in charge of day-to-day operations, eliminates a senior management position that has traditionally cost the town as much as \$96,000 (in just salary) at its peak in 2009 and retains the town's current management team. The Board's role as the legislative branch and policy maker remains. The Supervisor's primary role will be carrying out the Board's policy directives on a day-to-day basis.

For more information or if you have additional questions, concerns, or suggestions, please email ckoetzle@townofglenville.org or call Supervisor Koetzle at 688-1202.