

FRCOG Executive Committee Regionally Elected Seat “Job Description”

The Franklin Regional Council of Governments anticipates an opening for one of two regionally elected, non-partisan leadership seats that provide guidance and oversight to our organization. A candidate will be on the ballot in every Franklin County town for general election in November 2022 to serve a 4-year term. A candidate cannot be from the same town as any of the other 4 Executive Committee members at the time of term beginning in January 2023, which currently includes a representative from Colrain, Greenfield and Montague (and one open seat that is appointed).

About the FRCOG

The Franklin Regional Council of Governments is a non-profit, quasi-governmental organization that convenes the 26 local governments in Franklin County to collaboratively plan, fund and administer solutions to shared community needs. The FRCOG administers shared services programs that allow our smaller member towns to achieve efficiency by sharing resources, and serves the local governments and citizens in the region by dealing with issues and needs that cross municipal boundaries.

The FRCOG Executive Committee

- The FRCOG has a five-member Executive Committee; two are regionally elected; two are appointed by the FRCOG Council, the FRCOG’s larger oversight board; and one is appointed by the Franklin Regional Planning Board, the county’s advisory planning board.
- The Committee oversees the organization and serves as the direct supervisors of the FRCOG’s Executive Director.

Executive Committee Responsibilities

- Provide weekly on-line review and approval of all FRCOG expenditures.
- Serve as arbiter of county road actions. (Roads that travel between towns but are not state highways often are county roads. While maintained by municipalities, changes made to the road, like alteration of the road’s layout, require FRCOG Executive Committee approval.)
- Act as the region’s oversight board of federally-required economic development planning.
- Monitor and provide support for state and federal legislation, policy and funding of importance to the Franklin County region.

- Offer guidance, and often active participation, on large-scale and long-term FRCOG projects. Examples include:
 - Migration of the county's emergency communication system to the Commonwealth.
 - FRCOG staff succession plan.
 - After Action Review of FRCOG response to COVID.

Time Commitment and Meeting Schedule

- The Executive Committee generally meets monthly, currently on the second Thursday of the month from 5:00 to 7:00.
- Executive Committee members are also members of the larger FRCOG Council (oversight board). The Council meets on the third or fourth Thursday of July, October, January and April from 5:30 to 7:00.
- Executive Committee members are encouraged to sit on other FRCOG oversight and policy committees; some committees have required Executive Committee participation and there are many others that could be of interest. Options include:
 - FRCOG Finance and/or Personnel Committee
 - FRCOG program oversight committees – transportation, economic development, emergency communications, community health, etc.
 - Franklin Regional Planning Board
 - Many other shorter-term special project committees
- Preparation in advance of meetings.

Compensation

- FRCOG Executive Committee members are paid a stipend for service. Currently the stipend is \$2,400/year paid through the FRCOG's bi-weekly payroll. Increases to the stipend match the annual, budgeted COLA increase to FRCOG staff salaries.

Getting on Municipal Ballots, the Election and the Term

- Candidates must secure 150 certified signatures to be placed on the ballots of the 26 Franklin County municipalities.
 - Nomination papers are available in the FRCOG offices or can be mailed upon request.
- Filing dates:
 - Completed and signed nomination papers must be delivered or sent to each town's local registrar of voters by 5:00 p.m. on August 2, 2022.
 - Local registrars' will certify the signatures by Tuesday, August 23, 2022.
 - All papers must be filed with the Secretary of the Commonwealth no later than 5:00 p.m. on August 30, 2022.
- Election Day is Tuesday, November 8, 2022.
- The term begins January 1, 2023.