

#### 4. Governance

(4) The Administration Board may appoint an Executive Director. The Executive Director shall be an employee of the Nashoba Valley Regional Dispatch District and his/her salary and benefits shall be established by the Administration Board. The Executive Director shall be responsible for the day-to day operation and maintenance of the Dispatch District subject to the specific authority retained herein by the Administration Board, Operations Committee or Finance Committee and the general supervisory authority of the Administration Board. The specific job qualifications, duties and responsibilities of the Executive Director shall be established by the Operations Committee. The Executive Director shall report to the ~~Operations Board~~ Administration Board.

#### 9. Allocation of Costs of Dispatch Facility.

Each Participating Community shall be charged an equal sum each year which shall be calculated based upon the total annual budget divided by the number of communities participating. Each Participating Community agrees to assume an equal share of all costs and expenses of all equipment, facilities, (including maintenance thereof), personnel and operations of the Dispatch District and to promptly remit payment therefor upon proper request.

The amount assessed to each Participating Community shall be certified by the Treasurer to the chief executive officers, board of assessors and treasurers of each Participating Community not later than February 1 annually.

Payments of assessments plus \$5,000 for the contingency account are automatically due and payable each year by July 15. ~~without further notice as follows:~~

~~July 1: 25% of total assessment plus \$5,000 for the contingency account~~

~~October 1: 25% of total assessment~~

~~January 1: 25% of total assessment~~

~~April 1: 25% of total assessment~~