

Town of Northborough Wind Turbine Committee



February 17, 2010
Wind Turbine Committee Meeting
Northborough Free Library
34 Main Street Conference Room 1st floor

Reference:NWC10:217-20

AGENDA

7:00pm 1. **Old / New Business:**

A. Old

- a. Approval of January 20, 2009 Meeting Minutes
- b. Project Schedule Rev 6 update / review and comments - R. Jones

B. New Business

Working Group Chairpersons - Review the WTC Action Item List and provide – comments:

Working Group #1 – Site Selection - **Chairpersons: L. Belli & J. Cragin**

Work Scope: the primary mission of the working group is any tasks related to the site selection, evaluation, land use, electric utility interconnections, etc.

Working Group #2 - Financial Analysis - **Chairperson: Ron Parker**

Work Scope: the main purpose of this WG is to prepare the project cost estimate, develop justifications including payback calculations, assist with procurement of funds and monitor expenditures.

Working Group #3 - Technical Machine and Equipment Review - **Chairperson: Richard Burton**

Work Scope: this working group has the responsibility to review the technical aspects of the machine and working with the Consultant staff confirm the equipment selected is satisfactory for the Town's requirements.

Working Group #4 – Public & Town Interfaces - **Chairperson: M. Harling**

Work Scope: interfaces with the public, developing and implementing out reach programs and presentations including educational programs, press releases, web site updates, brochure development etc are this WGs primary functions and assignments.

Working Group #5 – Administrative - **Chairperson: R. Jones**

Work Scope: the final WG has responsibility to maintain the project records, clerical support, presentations to the various Town offices and boards, collecting data for project use (electric bills), etc.

2. Any other business to come before the Committee

PLEASE NOTE: On Friday February 12, the Massachusetts Clean Energy Center will be moving. CEC staff will have limited or no access to phone or e-mail from 2 p.m. on February 11 through 8 a.m. on Tuesday February 16. Starting Tuesday, February 16, the CEC's address will be 55 Summer Street, 9th Floor, Boston MA 02110. The new CEC main phone number will be (617)-315-9355; my new email will be omartinez@masscec.com and my direct phone number will be 617-315-9324.

3. Next Meeting Date: March 3, 2010

8:30pm Adjourn

cc Town Clerk,
Town Administrator,
Fran Bakstran (BOS). Liaison Board of Selectmen

WIND TURBINE COMMITTEE:

Fred Litchfield (Town Engineer)
Joe McNamara (Co- Chairman)
Bob Giles (Co- Chairman)
Edward Cahill
Richard Kane
William Halter
Ron Parker
Richard Jones, Secretary

ALTERNATES:

Maggie Harling,
John Cragin

ADVISORY GROUP:

Dave R. Maily
Ravi Chilakamari
Richard H Burton
Len Belli
Raj Melville