

*Town of Northborough*  
**Wind Turbine Committee (WTC)**



Wind Turbine Committee Meeting  
Conference Room 1<sup>st</sup> floor, Northborough Free Library  
34 Main Street  
Northborough, MA 01532

**Reference:NWC10:05MM**

Meeting Minutes  
March 3, 2010

**Attendees**

| <u>Members</u>         | <u>Alternates</u> | <u>Advisor</u> |
|------------------------|-------------------|----------------|
| E. Cahill              |                   | D. Burton      |
| B. Halter              |                   | P. Johnson     |
| R. Giles (Co Chair)    | J. Cragin         | D. Maily       |
| J. McNamara (Co Chair) | M. Harling        |                |
| R. Jones               |                   |                |
| R. Parker              |                   |                |

**Town of Northborough Officials**

N/A

**Guests**

N/A

7:00 PM Northborough Wind Turbine Committee (WTC) called to order

1. The meeting began with a welcome by the co-chairmen, introductions around the table, and acceptance of the February 17th meeting minutes.
2. R. Giles proceeded with the meeting agenda and the various working committees reported on Progress and the working group chairs updated the action items list.
3. The Wind Turbine technical information binder will continue to be routed through the group. All reviewers agreed the tech data was helpful.
4. J. McNamara provided a draft document for “Friends of Northborough Renewable Energy, Inc.” committee, a non-profit project support entity. Once the filing is made with the Commonwealth and the IRS, on-going accounting support will be required including regular reports. Approximately four months will be required to complete the required filings and receive a Letter of Determination from the IRS.
5. The committee agreed the critical path action item is installation of the Met Tower. The meteorological data is critical to economic justification and potential grants.

6. R. Giles and R. McNamara to meet with F. Litchfield to schedule a kick-off meeting with SED (Feasibility Study Consultant) and review: Met Tower installation, overall project schedule, action items list e.g. what fees are included in the \$85,000 grant e.g. required expenses for the National Grid application and interconnection study.
7. M. Harling requested wind turbine pictures.
8. Members recommended checking U-tube for a Wachusett turbine video.

### **Monthly Look Ahead (March thru June 2010) – Critical Action Items**

1. Install the meteorological tower and initiate data collection  
**Responsibility** – Co-Chairs/Town Engineer
2. Continue project financial analysis summarizing town electric bill data (schools) and the Tougas farm loads  
**Responsibility** – Working Group #2
3. Consider development of a public out reach plan  
**Responsibility** – Working Group #4
4. Investigate Federal, State and Town permit and licensing requirements  
Prepare a Policies and Procedures Binder  
Summarize questions for the SED meeting  
**Responsibility** – Working Group #5

The meeting adjourned at approximately 8:15PM.

The next meeting is scheduled for March 17, 2010 at 7:00PM in the Northborough Library conference room.

R. Jones  
WTC Member

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

**ADVISORY GROUP:**

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

**ALTERNATES:**

Maggie Harling  
John Cragin