

Town of Northborough
Wind Turbine Committee (WTC)



January 20, 2010
Wind Turbine Committee Meeting
Conference Room 1st floor, Northborough Free Library
34 Main Street
Northborough, MA 01532

Reference:NWC10:01MM

Meeting Minutes
January 6, 2009

Attendees

<u>Members</u>	<u>Alternates</u>	<u>Advisor</u>
B. Halter R. Giles (Co Chair) J. McNamara (Co Chair) R. Jones	J. Cragin	D. Burton Ravi Chilakamari

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 December 2nd meeting minutes.
2. R. Giles proceeded with the meeting agenda and the various working committees reported on progress.
3. The Wind Turbine technical information binder will continue to be routed through the group. All reviewers agreed the tech data was helpful.
4. R. Giles will investigate the various school electric bills with the high school facility manager.
5. What fees are included in the \$85,000 grant e.g. required expenses for the National Grid application and interconnection study (see #8).
6. Once (if) the feasibility study grant funds are awarded, a briefing for the Selectmen will be prepared. A presentation for the various Town Department heads was also recommended in the near future
7. The committee Christmas party was well received!

Previous Meeting Items:

8. It was suggested that a meeting with SED (Consultant preparing the Feasibility Study), once the grant is approved, be scheduled to review the work scope, schedule, and National Grid study requirements. The differences between the SED scope of work and the work outlined in the Northborough RFP remains a concern. F. Litchfield asked SED to provide details on what (if any) tasks will be omitted from the Northborough RFP scope. Team members were also asked to review the two documents – need to follow up later in January.
9. There was further discussion on the Tougas Family MOU/COA approval for the MET tower. A very favorable meeting was held with the Mass Agricultural Department on December 1, 2009 and department reps indicated a COA would be issued within a few days. State Senator Chandler's office along with Rep McGovern continues to support the project.
10. R. Parker is working in the 503B submittal documentation to help establish a "Friends of the Wind Turbine" program
11. There was a suggestion to use the Town cable channel to present information on sustainable energy e.g. wind turbines, the project goals & objectives, schedule etc.

Action Items from earlier October 7th meeting:

12. The initial press release developed in the September/October timeframe was not published by the local papers. J. McNamara will follow-up with the Community Advertiser, Voice, Middlesex News, Telegram and Gazette and the Boston Globe (MetroWest).

Three press releases were considered for preparation

- A. Submittal of the MDC Grant Application
- B. Approval of the Grant
- C. Erection of the MET tower

A narrative was also recommended to supplement the wind turbine descriptive block diagram, recently posted at several public locations throughout the town.

13. E. Cahill will investigate Exempt Wholesale Generation (formerly Qualifying Facility) status and what FEREC applications are required.

**Three Month Look Ahead (January 2010 thru March 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

Wind Turbine Committee
Northborough Massachusetts
Meeting Minutes

The meeting adjourned at approximately 8:30PM.

The next meeting is scheduled for January 20, 2010 at 7:00PM in the Northborough Library conference room.

R. Jones
WTC Member

cc Town Clerk Fran Bakstran (BOS)
 Town Administrator Joe McNamara (Co- Chairman)
 Town Engineer Bob Giles (Co- Chairman)