

Town of Northborough
Wind Turbine Committee (WTC)



July 21, 2010
Wind Turbine Committee Meeting
Conference Room 1st floor, Northborough Free Library
34 Main Street
Northborough, MA 01532

Reference:NWC10:15MM

Meeting Minutes

Attendees

<u>Members</u>	<u>Alternates</u>	<u>Advisor</u>
E. Cahill	M. Harling	D. Burton
R. Giles (Co Chair)		P. Johnson
R. Jones		D. Mailly
J. McNamara (Co Chair)		R. Melville
		B. O'Toole
		D. Sweeney

Town of Northborough Officials

F. Bakstran - Selectman
F. Litchfield – Town Engineer

Guests

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

1. The meeting began with a welcome by the co-chairman, introductions around the table, and acceptance of the July 7 meeting minutes.
2. The meeting discussions were focused on the met tower ribbon cutting ceremony including invitations, government representatives, logistics (an action checklist was provided).
 - a. Volunteers are needed for tent set-up and road guards
 - b. A tent will be provided for the speakers and a second for the visitors
 - c. Equipment (PA system) will be investigated
3. The met tower by all accounts is functioning normally, with a preliminary data report due in mid August.
4. Hand-outs:
 - a. R. Burton provided information on the Power Wind 56 machine
 - b. P. Johnson provided performance curves for various wind velocities and the resulting MW and MWhr/yr power outputs.
5. The Wind Turbine technical information binder will continue to be routed through the group. All reviewers agreed the tech data was helpful. R. Kane currently has the binder for review.

6. There is one governmental meeting scheduled:
 - a. State Senator Chandler and her staff to review the Dept of Agriculture APR situation and the 1% net metering program limitation and schedule a meeting with Secretary Bowles
7. Bill O'Toole, Raj Melville made an initial report on the 501C application for "Friends of the Wind Turbine" and establishment of the non-profit corporation; R. Jones to provide a mission statement.
8. M. Harling reported WTC table space for the fall Applefest celebration was purchased. Funds are need for brochures etc. The Wind Turbine Brochure is coming along well and should be ready for the ribbon cutting.
9. R. Jones is working on the Town Electric bill summary – August completion of Algonquin bill review, followed by a meeting with the Town Engineer and Asst Administrator.
10. Fran Bakstran accepted to act as mistress of ceremonies for the ribbon cutting.

From earlier meeting notes:

1. July 7th Meeting:
 - a. SED was asked to provide a typical cost for a mile of 13kV distribution line
 - b. WTC expressed concerns over the National Grid application and interconnection study queue. SED will review and respond.
2. M. Harling recommended that both US Senators Kerry and Brown be advised of the WTC activities and objectives. (On invited guest line for Met Tower ribbon cutting)

Monthly Look Ahead (Jun thru Dec 2010) – Critical Action Items

1. Continue project financial analysis
Responsibility – Working Group #2
2. Consider development of a public out reach plan
Prepare for Applefest information booth fall 2010
Responsibility – Working Group #4
3. Investigate Federal, State and Town permit and licensing requirements
 - a. Status briefings for required town boards (planning, ZBA, conservation, health)
Prepare a Policies and Procedures Binder
Briefing for Town Department Heads – *Completed!*
Pursue funding and submittal of Interconnection Application to National Grid
Responsibility – Working Group #5

The meeting adjourned at approximately 8:45PM.

The next meeting is scheduled for Aug 4, 2010 at 7:00PM in the Northborough Town Hall.

Wind Turbine Committee
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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
William Halter
Richard Jones (Planning & Logistics)
Richard Kane
Ron Parker

ADVISORY GROUP:

Phil Johnson (Chair person)
Len Belli
Richard H Burton
Ravi Chilakamari
Dave R. Mailly
Raj Melville
William O'Toole
Richard Sweeney

ALTERNATES:

Maggie Harling
John Cragin