

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



October 16, 2009  
Wind Turbine Committee Meeting  
Conference Room 1<sup>st</sup> floor, Northborough Free Library  
34 Main Street  
Northborough, MA 01532

**Reference:NWC09:11MM**

October 7, 2009

**Attendees**

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

**Town of Northborough Officials**

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-chairmen, introductions around the table, and acceptance of the September 25th meeting minutes.
2. R. Giles proceeded with the agenda and the various working committees reported on progress.
3. J. McNamara reported on interim progress with the Agriculture Department (AD). Further meetings will be scheduled with the AD to review options available that will address the use of lands covered under an APR contract. A meeting will also be scheduled with State Senator Chandler for October 16<sup>th</sup> to investigate further actions and focus on the MET tower installation. All committee members were asked for input and points of discussion for the meeting with State Senator Chandler.  
  
A plan to address both the project schedule and Agricultural Department requirements will be prepared.
4. A “Wind Energy Guide for county Commissioners” was provided as an information resource. All working groups were asked to review the document for applicability to their areas of expertise.
5. R. Parker provided initial summaries of the towns electrical loads. Further research is required to

- determine if the high school loads are included. As a check, F. Litchfield will investigate the amount of funds the Town annually budgets/bills for electrical energy.
6. A Northwind 100 representative will be scheduled for a later committee meeting to discuss their equipment offerings.
  7. M. Harling reported the WTC newsletter was posted with the Northboro News. In addition she is investigating an independent funding mechanism for the WTC, similar to "Friends of the Senior Center".
  8. The WTCs participation at the Applefest celebration was very successful with multiple town residents asking about the project. M. Harling did an outstanding job preparing for, organizing and executing the event, including a banner, "whirly gigs", T-shirts, informational literature, book marks etc. In recognition of a job well done, M. Harling was presented the first "Engineer Speak Translation" award. Excellent Job!
  9. The WTC press release was approved by the Town Selectmen and released for publication.
  10. A formal update on WTC progress to the Board of Selectmen (BOS) will be delayed until further discussions with the Agriculture Department and a plan of action to address the APR issues is developed. Projected timeframe: December 2009
  11. F. Litchfield planned to review the MET Tower installation with the Building Department
  12. Revised overall project schedules were provided to the committee members.
  13. The RFQ for consultant services to prepared the feasibility study was issued and quotations are due later in October.
  14. Working Group chairs were requested to use the action items list help efficiently brief the WTC on progress within their individual groups.

### **Three Month Look Ahead (July thru September 2009) – Critical Action Items**

1. Revise and sign Memorandum of Understanding with Tougas Family Farm  
*Responsibility* – Co-Chairs/Town Engineer
2. Review bids and award RFQ for technical consultant  
*Responsibility* – Co-Chairs/Town Engineer
3. Obtain funding to erect met tower and install the tower  
*Responsibility* – Co-Chairs/Town Engineer
4. Continue project financial analysis summarizing electric bill data  
*Responsibility* – Working Group #2
5. Consider development of a public out reach plan  
*Responsibility* – Working Group #4
6. Investigate Federal, State and Town permit and licensing requirements  
*Responsibility* – Working Group #5

The meeting adjourned at approximately 8:30PM.

Wind Turbine Committee  
Northborough Massachusetts  
Meeting Minutes

The next meeting is scheduled for October 21, 2009 at 7:00PM in the Northborough Town Hall conference room

R. Jones  
WTC Member

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