

Town of Northborough
Wind Turbine Committee (WTC)



December 1, 2009
Wind Turbine Committee Meeting
Conference Room 1st floor, Northborough Free Library
34 Main Street
Northborough, MA 01532

Reference:NWC09:14MM

November 18, 2009

Attendees

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

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 October 22nd meeting minutes.
2. R. Giles proceeded with the meeting agenda and the various working committees reported on progress.
3. R. Jones provided a Wind Turbine binder for routing thru the team with technical data from a recent course. R. Giles will track the binder routing through the group to ensure everyone has the opportunity to review.
4. R. Parker reported on the latest town financial review of the electric utility records. F. Litchfield will investigate the school loads further. The table to correlate the meter/account numbers with physical addresses was provided to Working Group 2.
5. There was discussion on the differences between the SED scope of work and the work outlined in the Northborough RFP. F. Litchfield will ask 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.
6. There was further discussion on the Tougas Family MOU/COA approval for the MET tower and work remaining to the reach agreement with the Mass Agricultural Department. State Senator Chandler's office along with Rep McGovern are actively involved on the issues. As noted earlier the immediate objective is to obtain the required grant and install the MET tower.

7. F. Litchfield reported the MTC grant application was submitted by the November 17 deadline.
8. M. Harling requested R. Parker complete the 503B submittal documentation to help establish a "Friends of the Wind Turbine" program

Action Items from earlier October 7th meeting:

9. 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.

10. A briefing for the Selectmen's December meeting was suggested.
11. A project update to town department heads was suggested.
11. A draft block diagram was provided to explain the project revenue development and allocation. A revision will follow. E. Cahill will investigate Exempt Wholesale Generation (formerly Qualifying Facility) status and what FEREC applications are required.

**Three Month Look Ahead (December 2009 thru March 2010) –
Critical Action Items**

1. Obtain funding to erect met tower and install the tower
Responsibility – Co-Chairs/Town Engineer
2. Continue project financial analysis summarizing town electric bill data and 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
Responsibility – Working Group #5

The meeting adjourned at approximately 8:30PM.

The next meeting is scheduled for November 18, 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)