

Town of Northborough
Wind Turbine Committee (WTC)



January 6, 2010
Wind Turbine Committee Meeting
Conference Room 1st floor, Northborough Free Library
34 Main Street
Northborough, MA 01532

Reference:NWC09:15MM

Meeting Minutes
December 2, 2009

Attendees

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

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 November 18th 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. Parker reported on the latest town financial review of the electric utility records. The table to correlate the meter/account numbers with physical addresses was provided to Working Group 2. Significant loads have been identified. The approximated town monthly electric utility cost is \$600,000. WG#2 is working toward reconciling the actual meters/bills to the estimated cost, in particular the school contributions.
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 – need to follow up in January.

6. 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.
7. The MTC grant application submitted on November 17 (\$85,000) is under review anticipate a decision late January/early February 2010.
8. R. Parker is working in the 503B submittal documentation to help establish a "Friends of the Wind Turbine" program
9. R. Burton and P. Johnson (WG #3) provided handouts on Direct Drive Generators and EWT 900kW DIRECTWIND for committee information.
10. 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.
11. A Christmas party for team members and others actively involved in the project was scheduled for December 16th. Spouses were also invited.

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. A briefing for the Selectmen's February meeting was suggested.
14. A project update to town department heads was suggested.
15. 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. 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 January 6, 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)